Bellevue Community College

Course Catalog

www.bcc.ctc.edu

2003 | 2004

$2.00

Welcome to a world of opportunity at BCC!

With talented faculty, highly-recognized programs and flexible student services, we can offer you an excellent educational experience at one of the best community colleges in the nation. If you want to earn a transfer degree, prepare for a new career, or pursue general studies, BCC can help you meet your goals.

STUDENT PROFILE

Number of students:
Over 21,000 per quarter

Gender distribution:
60% Women, 40% Men

Ethnicity:
16% Asian American
3% African American
1% Native American
5% Hispanic American
75% European American

Disabled students:
Approximately 600 per quarter

International students:
Nearly 700 per quarter from approximately 65 countries

Quarterly tuition (2002-03 tuition rates, subject to change):
10-18 credits - $592.10 (resident);
$2,298.10 (non-resident)

Bellevue Community College

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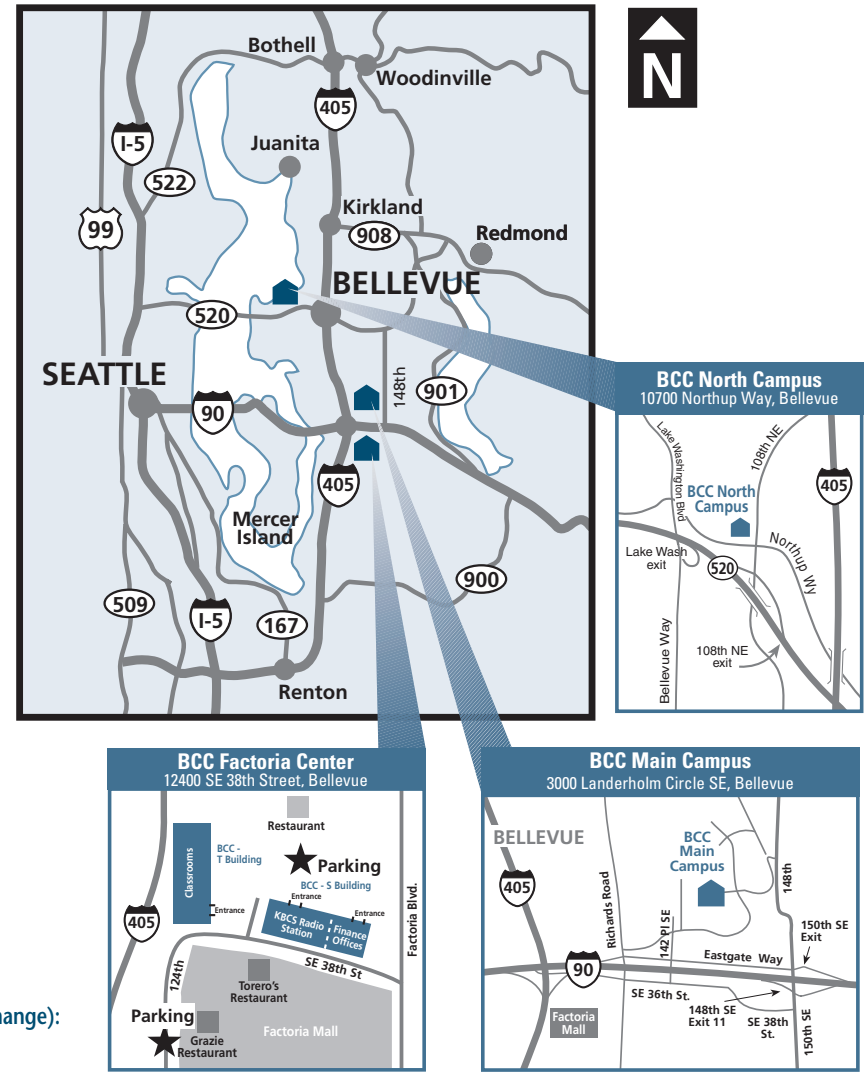

Table of Contents

Welcome to BCC 2

Introduction 3

Four Paths to Educational Success 4

Enrollment Information

- Admissions 5
- Registration 6
- Tuition and Fees 6
- Washington State Residency 7
- Veterans' Administration Standards and Requirements 8
- Final Exams 8
- Grades 8
- Academic Probation and Progress 10
- Changing a Grade 10
- Repeating a Course 10
- Transferring and Earning Credit 10
- Academic Concentration 11
- Graduation 11
- Commencement 12
- Graduation with Honors 12
- Retention of Student Records 12
- Confidentiality of Student Records 12
- Transcripts 12
- Credit Class Schedules 12

Support Services

- Assessment 13
- Career Center 13
- Counseling Center 13
- Disability Support Services 13
- Early Learning, Family, & Childcare Center 13
- Educational Planning Resource Center 13
- Financial Aid 13
- International Student Programs 14
- Learning Labs & Computer Labs 15
- Library Media Center 15
- Multi-Cultural Student Services 16
- Public Safety & Parking 16
- Student Health Center 16
- Student Programs 16
- TRiO Student Support Services 16
- Tutoring Program 17
- Veterans' Administration Programs 17
- Women's Center/Student Access Center 17
- Worker Retraining & WorkFirst 17

Other Educational Opportunities

- Career Center 18
- Continuing Education 18
- Distance Education 19
- English Language Institute 19
- High School Programs 19
- Interdisciplinary Studies 20
- Parent Education 20
- Transitions 20
- Women's Center/Student Access Center 20

Campus Life

- Art Gallery 21
- Bookstore 21
- Bus Pass Discount 21
- Dance 21
- Delta Epsilon Chi (DEC) 21
- Drama 21
- Fitness Center 21
- Honor Society 21
- Model United Nations 21
- Music 21
- Planetarium 22
- Publications 22
- Radio Station/KBCS-FM 91.3 22
- Sports Programs 22
- Student Clubs 22
- Student Government: ASBCC 22

Degrees and Certificates 23

Professional/Technical Degrees & Certificates 29

Divisions

- Arts & Humanities 49
- Business 49
- Health Sciences 49
- Human Development 50
- Science 50
- Social Science 50
- Continuing Education 50

Course Descriptions

- Accounting (Paraprofessional) 51
- Accounting (For Business Admin Transfer) 51
- Administration of Criminal Justice 52
- Adult Basic Education 53
- Alcohol & Drug Studies 53
- American Studies 54
- Animation & Graphics 55
- Anthropology 57
- Applied Linguistics & Language 57
- Art 58
- Astronomy 59
- Basic Science 60
- Biology 60
- Botany 61
- Business Administration 61
- Business Technology Systems 61
- Chemistry 62
- Communication 63
- Computer Science 64
- Dance 65
- Database Administration 65
- Developmental Education 66
- Diagnostic Ultrasound 66
- Drama 67
- E-Commerce 68
- Early Childhood Education 69
- Economics 70
- Education 71
- Engineering 71
- English 72
- English as a Second Language 75
- Environmental Science 75
- Fast Track 76
- Fire Command & Administration 76
- Fire Investigation 77
- Fire Prevention Specialist 78
- Fire Science 78
- Foreign Languages 78
- Gaming 80
- General Business Management 80
- General Education Development (GED) 81
- Geography 81
- Geology 82
- Health 82
- History 82
- Home Economics 84
- Human Development 84
- Humanities 85
- Imaging 86
- Independent Studies 86
- Individual Development 86
- Information Technology 86
- Interdisciplinary Studies 87
- Interior Design 87
- International Studies 88
- Internet Application Development 89
- Interpretation 90
- Marketing Management 91
- Mathematics 91
- Media Theory 93
- Meteorology 95
- Mobile Computing 95
- Music 95
- Network Services & Computing Systems 98
- Nuclear Medicine Technology 99
- Nursing 100
- Nursing – Continuing Education 101
- Oceanography 101
- Parent Education 101
- Philosophy 101
- Physical Education 103
- Physics 105
- Political Science 106
- Programming 107
- Psychology 108
- Radiation Therapy 109
- Radiologic Technology 111
- Real Estate 112
- Recreation Leadership 115
- Sociology 115
- Speech 116
- Technical Support 117
- Translation 117
- Video Production 117
- Web Multimedia Authoring 119

College Policies 121

Administration and Faculty 124

College Survival Vocabulary 130

Academic Calendar 133

Campus Maps 134

Index 136

Welcome to BCC!

Bellevue Community College offers you high-quality, affordable education whether you plan to transfer to a four-year university or you want to update your career skills. By attending BCC, you are taking an important step toward reaching your educational and professional goals.

BCC provides a stimulating educational environment to explore issues, develop critical thinking abilities and learn new skills. You'll find dedicated instructors who take a genuine interest in their students, and small class sizes that provide you with the individual assistance to help you succeed.

BCC continues to expand class offerings and opportunities for students. Last year, BCC opened the Center for Liberal Arts to strengthen humanities programs for students and community members. BCC's first scholar-in-residence, renowned Tibetan educator Nawang Dorjee, enriched the campus community by sharing his experience, wisdom and expertise on Tibetan issues in classes and events throughout the year. Campus learning communities and special events are planned as ongoing activities to support the Center's mission.

Student support is a cornerstone of your success. BCC assessment, advising and financial aid staff can help you plan and finance your studies. You'll find extra academic assistance in our math, science, reading and writing labs. Employment and career planning resources are available in the BCC Career Center. The new Early Learning, Family, and Childcare Center, which provides childcare for student parents, was created to promote the positive development of children and strengthen the resources available to local families. Many other support services are available to help you meet your educational goals.

We accommodate busy schedules with day, evening, weekend and online classes and degree options. You may work toward a degree through our Weekend College Program. Fast Track training or short-term certificate programs offer the chance to update or learn new skills in career areas such as healthcare, information technology or business within a matter of months. Credit class offerings have been expanded at BCC's new North Campus, which may be a more convenient location for students in the north Bellevue area.

Along with flexible degree and certificate options, BCC provides diverse and innovative learning opportunities for students. Academic areas that incorporate service learning into the curriculum combine classroom instruction with hands-on community service projects. Interdisciplinary studies courses offer the chance to participate in integrative learning communities for two or three core subjects.

Our professional and technical training programs offer a wide range of high-quality instruction and hands-on experience to help you launch a new career. New program options are added frequently in expanding career fields. These programs are kept up to date and relevant with the input of industry professionals in each field.

BCC can offer you a world of opportunity. The faculty and staff join me in wishing you the very best during your exciting educational journey.

B. Jean Floten

B. Jean Floten
President

Introduction

Mission

Our mission at Bellevue Community College is to:

- provide an academic environment which encourages students to become responsible, analytical, creative, and productive citizens;
- provide accessible services and educational programs that reflect excellence;
- meet the changing educational needs of our diverse community;
- promote pluralism within our multi-cultural society; and
- be a leader and partner in the culture, technology, and business of our Eastside community.

Vision

We visualize Bellevue Community College as a place that:

- places student learning at the center of all we do;
- values and respects diversity on campus and within our community;
- provides equal opportunities to all who seek self-improvement through education;
- aspires to excellence in academic and professional achievement;
- values shared decision-making;
- encourages creativity and innovation in the college's faculty and staff;
- adapts to the changing demands in educating our community; and
- provides high quality services to students, visitors, and the community.

Goals

To support our mission and vision we commit ourselves to these goals:

Educational Excellence

- provide opportunities for students to achieve diverse educational goals by offering academic/transfer, occupational, developmental, and continuing education programs.
- provide curricula that enable students to achieve competence in the outcome areas identified by the college's General Education program.
- provide lifelong educational experiences within all college programs.
- commit resources to the professional development of college personnel.

Teamwork

- foster a college community in which individuals, campus committees and organizations, and community groups form mutually supportive relationships and partnerships for the common good.
- provide an educational and artistic center that joins with the community to foster cultural, civic, artistic, social, environmental, and economic development.
- develop connections between the college and the community in order to improve the educational and financial bases of the college.
- incorporate developing technologies, methods, and ideas into instructional programs and administrative services in order to maintain relevant programs and services.

Pluralism

- maintain a campus community in which all constituencies have an active voice in the decision-making process.
- promote pluralism in all aspects of college life.
- demonstrate support for policies within our community that promote pluralism.
- provide an environment that supports a diverse student body, faculty, and staff.

Quality Service

- provide the staff and systems necessary to effectively assist students in making appropriate decisions regarding their educational options.
- provide high-quality library and media services, instructional support services and counseling services.
- provide educational programs and services which meet the complex and changing needs of our community.
- maintain the fiscal integrity of the college.

(adopted by the Board of Trustees, January 1994)

Accreditation

Bellevue Community College is fully accredited as an institution of higher education by the Commission on Colleges and Universities of the Northwest Association of Schools and of Colleges and Universitites. This accreditation was most recently reaffirmed in 1995.

Affirmation of Inclusion

Bellevue Community College is committed to maintaining an environment in which every member of the campus community feels welcome to participate in the life of the college, free from harassment and discrimination.

We value our different backgrounds at BCC, and students, faculty, staff members, and administrators are to treat one another with dignity and respect.

(Adopted by the All College Council, June 1992)

State Approving Agency

The academic programs of study are approved by the Higher Education Coordinating Board's State Approving Agency (HECB/SAA) for enrollment of persons eligible to receive educational benefits under Title 38 and Title 10, U. S. Code.

About This Catalog

Every effort is made to ensure that the information in this catalog is accurate at the time of publication. Because policies, personnel, curricula, and funding can change, Bellevue Community College reserves the right to add or withdraw courses and to amend, revise, or modify any provision printed in this catalog, which is therefore not to be regarded as an irrevocable contract between the student and the college. Students are encouraged to check the BCC website *www.bcc.ctc.edu* for the most up-to-date information.

Unless otherwise specified, the provisions of this catalog are effective for the academic year listed on the cover, beginning with Summer Quarter.

Accommodation

The college is barrier-free. If a reasonable accommodation is needed to visit, please contact Disability Support Services, (425) 564-2498 or TTY (425) 564-4110, at least four weeks before the anticipated need.

Four Paths to Educational Success

STUDENTS AND LEARNING

Students at Bellevue Community College should expect to improve their ability to

- communicate effectively;
- reason quantitatively;
- think critically;
- value and communicate across other cultures.

In the Learning Outcomes Assessment Program we look at the work students produce in the classroom and for student service programs. We also interview students to find out about their experiences at BCC and their attitudes toward school and learning. Finally, we interview teachers and staff. The information we gather helps teachers discover if their teaching techniques are successful, it helps departments determine whether their courses meet student needs, and it helps the whole school improve its programs.

PATH 1
ACADEMIC TRANSFER EDUCATION

Associate in Arts and Sciences Degree

- is designed for students who plan to transfer to a baccalaureate college or university;
- requires completion of 90 college-level credits within specified distribution areas;
- conforms to the statewide Direct Transfer Agreement endorsed by the Inter-College Relations Council;
- is accepted as fulfillment of the general educational requirements by Washington state baccalaureate institutions;
- is not altered by special admission criteria which may be established by a specific baccalaureate institution;
- grants junior status to resident students upon admission at institutions endorsing the Direct Transfer Agreement.

Students may transfer to a baccalaureate institution prior to completing their degree. Lacking the associate degree, students risk losing credits that are normally accepted within the degree, or they may fall short on general education requirements, sometimes called general undergraduate requirements (GERs or GURs). In order for the Direct Transfer Agreement to apply, a student must have completed 90 credits that are applicable and transferable to the receiving institution OR have completed the degree.

Associate of Science Degree

- Is designed to provide lower-division education for students planning to transfer and major in the sciences.
- Recognizes that some of the general education requirements will be taken after transfer.
- Has two paths for students:
  Track 1 for Biological Sciences, Environmental/ Resource Sciences, Chemistry, Geology, and Earth Sciences, and
  Track 2 for Atmospheric Sciences, Computer Science, Engineering, and Physics.
- Has a greater emphasis on completion of mathematics and pre-major/core classes prior to transfer, to enable students to begin their upper division coursework upon transferring.
- Graduates with the A.S. degree will have junior status when entering a public baccalaureate institution in Washington State; however, the degree does not guarantee acceptance into the major. Students transferring to a private or out-of-state public college or university should check with that institution about its acceptance of this degree.
- Will provide tracks in science programs that more closely match requirements at baccalaureate institutions.

PATH 2
PROFESSIONAL/TECHNICAL EDUCATION

Associate in Arts Degree

- with emphasis in certain program fields, requires completion of at least 90 college-level credits.

Certificates of Achievement

- provide training in a focused program in a specific occupational field and require 45 credits or more of prescribed courses.

Certificates of Accomplishment

- provide dedicated training and require fewer than 45 credits of specific courses.

Professional or technical program offerings and course requirements listed in this catalog may be altered by the college to reflect the needs of industry, student interests, availability of resources, and general education options.

Certificates of Completion

~ fewer than 20 credits

PATH 3
GENERAL STUDIES

Associate in Arts in General Studies Degree

is designed for students who do NOT plan to transfer to a baccalaureate institution but wish to receive recognition for completion of 90 credits in college credit courses.

Skill Development Courses

do not lead to a degree or certificate, but are designed to develop or build basic skills. Development of basic skills is available for students requiring basic reading, writing or mathematics. English as a Second Language offers non-native students an opportunity to learn English.

General Education Development (GED)

courses are available for students 19 years or older. Free courses are available to prepare for the GED exam. The exam has a minimal fee and is available through the Assessment Office.

PATH 4
CONTINUING EDUCATION

In our quickly changing world, education is now a lifelong process. BCC Continuing Education offerings meet on-going learning needs, before, after, or in between formal degrees. These classes keep knowledge and skills current without the constraints of working for credit, grades, or degrees. Options range from three-hour workshops to ten-week classes. Content includes work-related and personal enrichment subjects, with instruction generally focused on immediate use. Certificates of completion and Continuing Education Units (CEUs) are available.

Offerings are continually updated to meet current needs. Course descriptions, schedules, and fees are published in the Continuing Education schedule and online at *www.conted.bcc.ctc.edu*, or call the Continuing Education Office at (425) 564-2263, menu option 5 to request a schedule.

Admissions

Eligibility

Bellevue Community College admits:

1. High school graduates and adults 18 years of age or older.
2. Currently enrolled high school students who successfully assess into college-level English. However, these students are admitted quarter-by-quarter and are not considered "continuing students" unless they have been admitted through the Running Start Program.
3. Selected applicants who meet the qualifications for selective-admissions programs. Some selective-admissions programs have enrollment limits and cannot accept all qualified applicants (see below).

Application Process

General admissions: new students

To gain general admission to Bellevue Community College, prospective students are required to complete the application for admission, available in high school offices, at the BCC Student Service Center, and on the website (*www.bcc.ctc.edu*). New students will be admitted to Bellevue Community College in the order in which their admissions forms are received. If the student has attended other colleges or universities, official transcripts are NOT REQUIRED until he/she applies for graduation or requests an official evaluation of transferred-in credits.

Official transcripts are required ONLY when the student applies for graduation or for an official evaluation of credits. Official transcripts that are submitted with an admission application are returned to the student and become an unofficial transcript.

General admissions recommended deadlines are:

Summer - May 31
Fall - July 31
Winter - November 15
Spring - February 28

Selective-admission programs:

Students applying for selective-admissions degree or certificate programs must meet the application deadlines and entrance requirements and follow the guidelines prescribed by the specific program.

The following selective-admissions programs accept new students for Fall Quarter only:

- Diagnostic Ultrasound Technology
- Nuclear Medicine Technology
- Nursing
- Radiation Therapy
- Radiologic Technology

The following selective-admissions programs accept new students throughout the year:

- Fast Track Technology
- Translation & Interpretation

Formerly enrolled students

In order to regain admission, students who have not attended Bellevue Community College for two consecutive quarters (excluding Summer Quarter) must submit a new admission form. A student who takes a one-quarter leave has continuing student status.

International students

The college is authorized under federal law to enroll non-immigrants. International students may enroll in either the college credit programs (provided they meet the selective admissions requirements) or in the Intensive English/University Preparation (UP) program. International students on F-1 or M-1 visas are required to complete a minimum of 12 quarter college credits or 18-20 hours of intensive English instruction each quarter.

International students are admitted to the college credit programs upon meeting the following requirements (students 16-18 years old must also submit a completed and notarized Student Release Form with proof of high school graduation):

- a completed and signed International Student Application form with a non-refundable application fee of $50 U.S. dollars;
- proof of English language proficiency in one of the following ways:
  1. a TOEFL score of 500 (Paper-Based) or 173 (Computer-Based); OR
  2. two years of non-ESL English courses in a U.S. high school or U.S. International School with a GPA of 2.5 or above on a 4.0 scale; OR
  3. successful completion of BCC's Intensive English Level 5 and a passing score on the waiver exam; OR
  4. successful completion of BCC's English College Bridge program with a minimum of 2.5; OR
  5. successful completion of the highest level at other Intensive English Programs (minimum of B average) and successful completion of BCC's College Bridge program
- official transcripts, with official translations in English, with a recommended GPA of 2.5 on a 4.0 scale;
- certification of financial support;
- one passport-sized photograph (2" x 2");
- a one-page essay written by the applicant in English describing his/her academic and career goals;
- one letter of recommendation written by a teacher, advisor, or employer;
- a copy of the applicant's passport, if available.

International students are admitted to the Intensive English/University Preparation program upon meeting the following requirements (students 16-18 years old must also submit a completed and notarized Student Release Form with proof of high school graduation):

- a completed and signed Intensive English/University Preparation application form with a non-refundable application fee of $50 U.S. dollars;
- certification of financial support;
- one passport-sized photograph (2" x 2"); and
- a copy of the applicant's passport, if available.

For each quarter of their attendance, all international students on F and M visas must either enroll in BCC's international student insurance plan at the time of registration or show proof of medical insurance coverage that is equivalent to BCC's plan.

Registration

Credit Courses

1. **New and former students** (new to BCC or returning after an absence of two or more quarters) who will be taking credit courses receive a registration appointment date along with information on assessment and registration. New and former students who miss the recommended quarterly admission application deadlines register soon after an application is submitted. The registration calendar is published in the Credit Class Schedule and online at *www.bcc.ctc.edu*.
2. **Continuing students** (or those students who have been absent for one quarter only) register at their scheduled times by remote access: either online at *www.bcc.ctc.edu* or via the Touchtone telephone system at (425) 564-2625. System access for adding courses ends on the third day of each quarter.
3. **Transfer students** must apply for admission and follow the new and former student process.
4. **Late registration** is permitted only during the first three business days of the quarter during the regular academic year (Fall, Winter, and Spring Quarters) and during the first two days of Summer Quarter.

Withdrawal, Dropping/Adding Courses

Withdrawal from a course is the termination of the student's registration in that course. Withdrawals do not require the instructor's signature and are classified as official only when the student withdraws via remote access, submits a completed Schedule Change Form to the Registration Office, or submits a signed request in writing. There are consequences for failure to meet deadlines; students should refer to the Grades section of this catalog for additional information on the "W" and "HW" grades.

Registration Appointments

Continuing students are assigned appointments with their registration priority based on the total credits completed at BCC. New and former students are assigned appointments after continuing students.

New transfer students who have earned credits from an accredited institution AND are planning to pursue a degree at BCC are encouraged to bring unofficial copies of their college transcripts to the Student Service Center by the third week of their first quarter of attendance. A maximum of 60 transfer credits will be used to reflect cumulative credits for registration appointments in future quarters. This use does not imply that the transfer credits will satisfy degree and certificate requirements at BCC.

The college may from time to time allow enrollments of special populations or programs. These special registrations will NOT follow the regular college registration calendar.

Credit Loads

Definition

Credit is recorded in quarter hours. Each quarter credit hour represents one 50-minute period of class time each week for a duration of 11 weeks, or the equivalent in laboratory time, field work, or approved independent study.

Full-time credit load

For academic purposes, 12 credit hours is considered to be a full-time load. To complete a degree program within two years, a student should average 15 credit hours per quarter.

Overload

To enroll in more than 18 credit hours per quarter, a student must have a 3.0 cumulative grade-point average (GPA). Students not meeting this GPA requirement must request permission from the associate dean of enrollment services.

Continuing Education (non-credit) courses

Registration for Continuing Education courses takes place at any time after the Continuing Education schedule is published and through the second class meeting on a space-available basis. Appointments are not necessary. Continuing Education students may register by mail, fax, e-mail, phone, or website.

Tuition & Fees

Tuition and fees may be paid through Visa, MasterCard, check, or cash. Checks returned because of stop payment will be charged $25, and the student will be immediately withdrawn from all courses. All other returned checks will result in the student being withdrawn after being notified of the reason for withdrawal, with a $15 fee for reinstatement. After the third returned check, including third-party personal checks, the privilege of check-writing will be denied.

Tuition and fee rates are subject to change by the Washington State Legislature. The following chart shows the rates in place as of Winter 2003, which are the most accurate information available at the time of publication. Students should refer to the Credit Class Schedule for current tuition and fee information.

2002-2003 Tuition & Fee Rates

The chart shows the basic tuition & fees per credit per quarter for residents and non-residents. (See "Residency" for definitions.) Additional fees are described below. **All tuition & fee rates are subject to change by the Board of Trustees and/or the state legislature. Check the BCC website (*www.bcc.ctc.edu*) for current tuition and fee amounts.**

Credits	Resident	Non-Resident
1 Credit	$64.26	$235.96
2 Credits	$128.52	$471.92
3 Credits	$192.78	$707.88
4 Credits	$257.04	$943.84
5 Credits	$321.30	$1,179.80
6 Credits	$385.56	$1,415.76
7 Credits	$449.82	$1,651.72
8 Credits	$514.08	$1,887.68
9 Credits	$578.34	$2,123.64
10 Credits	$642.60	$2,359.60
11 Credits	$648.10	$2,368.90
12 Credits	$653.60	$2,378.20
13 Credits	$659.10	$2,387.50
14 Credits	$664.60	$2,396.80
15 Credits	$670.10	$2,406.10
16 Credits	$675.60	$2,415.40
17 Credits	$681.10	$2,424.70
18 Credits	$686.60	$2,434.00
19 & Over	(1) below	(2) below

(1) For 11 or more credits, residents will pay $642.60 plus $5.50 per credit up to 18 credits, plus $56.70 per additional credit beyond 18.

(2) For 11 or more credits, non-residents will pay $2,359.60 plus $9.30 per credit up to 18 credits, plus $228.40 per additional credit beyond 18.

Comprehensive Fee

The comprehensive fee is calculated into the student's tuition and fees charged during registration and offers services for no additional charge. These services include but are not limited to parking, transcripts, catalog, and health services.

Technology Fee

The technology fee ($3.50 per credit to $35.00 maximum) assures credit students access to college-managed e-mail, the Internet, and many software packages in a quality academic learning

environment. The total technology and computer lab fees will be limited to $85.00 per quarter for 10-18 credits.

Registration Fees

Students dropped from classes for non-payment will be assessed a $15 fee to re-register for that quarter. Students who enroll with permission after the second week of the quarter will be assessed an additional $100 fee per class.

Other Charges

Fees for self-support and distance education courses (telecourses and online instruction) are listed with the courses in the Credit Class Schedule. Fees for Continuing Education classes are listed in the Continuing Education schedule. Residency in Washington State is not required for some of these classes; in these cases all students are charged the same stated fees regardless of residency status.

Tuition and Fee Refunds

Refunds are paid when a credit student withdraws from the college OR when a credit student withdraws from courses(s). The amount refunded will be based on course(s) withdrawn. There is a $7 processing fee for refunds. Certain fees are non-refundable and are identified as such. Students withdrawn for disciplinary reasons will not be eligible for a refund. The refund policy does not apply to self-support courses or to non-credit Continuing Education courses (these courses may have a separate refund procedure; students should check the Credit Class Schedule or Continuing Education schedule for details).

The college begins to process refunds after the third day of classes. Students may request a refund earlier by visiting or contacting the Cashier's Office. The college calendar, published in the Credit Class Schedule, identifies the refund deadlines for each quarter.

No checks will be processed for refunds that are less than $25 – refund balances may be applied to future quarters. Any refund balance remaining after 8 quarters will be forfeited.

For Fall, Winter, and Spring Quarters, withdrawals are refunded as follows:

- 100% refund (minus $7 fee) through the fifth instructional day of the quarter.
- 50% refund (minus $7 fee) through the 20th calendar day of the quarter.
- No refunds are given after the 20th calendar day.

For Summer Quarter withdrawals are refunded as follows:

- 100% refund (minus $7 fee) through the fourth instructional day of the quarter.
- 50% refund (minus $7 fee) through the 12th calendar day of the quarter.
- No refunds are given after the 12th calendar day.

Tuition and Fee Waivers

The State Board for Community and Technical Colleges authorizes and the BCC Board of Trustees approves waivers of tuition and fees for state-supported classes in some specific cases. These waivers do not apply to Continuing Education, contract, or self-support courses.

Currently the waivers include, but are not limited to:

1. General Waivers

Vietnam/Southeast Asian Veterans

Waives the difference between current regular tuition and a frozen base rate (Fall 1977) for resident students who were on active military duty in Southeast Asia between August 5, 1964, and May 7, 1975, and who were enrolled in a state of Washington institution before May 7, 1990.

Persian Gulf Veterans

Waives the difference between current regular tuition and a frozen base rate (1990-91) for resident students who were on active military duty in a Persian Gulf combat zone.

Children of Deceased or Disabled Law Officers and Firefighters

Waives all or a portion of tuition and services and activities fees.

Children of Deceased POWs and MIAs

Waives all or a portion of tuition and services and activities fees.

2. Waivers of Non-Resident Differential in Tuition & Fees

Congressional Dependents

Waives all or a portion of the non-resident differential.

Higher Education Employees

Waives all or a portion of the non-resident differential for a higher education employee residing in the state of Washington and holding not less than a half-time appointment; also spouse and dependent children of such employee.

Military

Waives the non-resident differential and adds a surcharge of 25% of the resident operating fee for active duty personnel stationed in Washington.

Refugees

Waives the non-resident differential and adds a surcharge of 25% of the resident operating fee for refugees, spouses, and dependents.

3. Space-Available Waivers

Seniors, credit and audit

Waives all or a portion of tuition and services and activities fee with a maximum registration fee of $5 for two classes.

State Employees

Waives all or a portion of tuition and services and activities fee for eligible state employees with a registration fee of 10% of regular tuition and fees.

Washington State Residency for Tuition Purposes

In order for a student to be classified as a resident of the state of Washington for tuition and fee purposes, the student shall:

- have established a bona fide domicile in the state of Washington (according to WAC 250-18-030) primarily for purposes other than education for a period of one year immediately prior to commencement of the quarter for which the student has registered; and be financially independent; or be a dependent student one or both of whose parents or legal guardians have maintained a bona fide domicile in the state of Washington for at least one year immediately prior to commencement of the quarter for which the student has registered; or
- have spent at least 75% of both his or her junior and senior years of high school in this state, whose parents or legal guardians have been domiciled in the state for a period of at least one year within the five-year period before the student graduates from high school, and who enrolls in a public institution of higher education within six months of leaving high school, for as long as the student remains continuously enrolled for three quarters or two semesters in any calendar year; or
- be the spouse or dependent of a person on active military duty stationed in the state of Washington.

A student shall be classified as "non-resident" for tuition and fee purposes if he or she does not qualify as a resident student under the provisions stated above. In addition, a student shall be classified "non-resident" if he or she:

- will be financially dependent for the current year or was financially dependent for the calendar year prior to the year in which application is made and who does not have a parent or legal guardian who has maintained a bona fide domicile in the state of Washington for one year immediately prior to the commencement of the quarter for which the student has registered;
- attends an institution with financial assistance provided by another state or governmental unit or agency thereof wherein residency in that state is a continuing qualification for the financial assistance, such non-residency continuing for one year after the completion of the quarter for which financial assistance is provided. Such financial assistance relates to that which is provided by another state, governmental unit, or agency thereof for direct or indirect educational purposes and does not include retirements, pensions, or other non-education-related income. A student loan guaranteed by another state or governmental unit or agency thereof on the basis of eligibility as a resident of that state is included within the term "financial assistance"; or
- is not a citizen of the United States of America, unless the individual holds permanent or temporary resident immigration status, "Refugee-Parolee" status, or "Conditional Entrant" status.

A person does not lose domicile in the state of Washington by reason of residency in any state or country while a member of the civil or military service of this state or of the U.S. if that person returns to the state of Washington within one year of discharge from said service with the intent to be domiciled in the state of Washington.

Any resident dependent student who remains in this state when such student's parents or legal guardians, having theretofore been domiciled in this state for a period of one year immediately prior to commencement of the first day of the quarter for which the student has registered, move from this state, shall be entitled to continue classification as a resident student so long as such student is continuously enrolled during the academic year.

If the student, or the parent in case of a dependent student, has attended a Washington institution for more than six hours per term anytime during the 12 months in which residency is being established, state law presumes the move to the state was primarily for educational purposes and the time of enrollment is NOT counted towards the one year establishment of residence. If the move to Washington was for purposes OTHER than education, proof must be submitted of such.

Veterans' Administration Standards & Requirements

Bellevue Community College's academic programs of study are approved by the Higher Education Coordinating Board's State Approving Agency (HECB/SAA) for enrollment of persons eligible to receive educational benefits under Title 38 and Title 10, U.S. Code. Eligible veterans, reservists, or dependents of veterans who plan to apply for benefits must contact the Veterans' Affairs Coordinator in the Financial Aid Office as early as possible.

Certification of VA benefits will occur upon acceptance to a VA-approved degree program and when all pertinent documents are on file. The eligible student can be certified only for courses applicable to the declared degree program. Students are expected to be enrolled in college-level courses, although some developmental courses ("deficiency courses" in VA terminology) are permitted. Students requiring deficiency courses will be reviewed by the veterans' affairs coordinator.

All VA benefit recipients are required to enroll in at least 6 credits per quarter to receive a monthly check. VA will pay for tuition and fees for 5 credits or less. Telecourses are approved without having to take a resident course. Students must maintain academic progress by successfully completing their courses with a 2.00 GPA. Students who fail to maintain the minimum requirement may be placed on probation when extenuating circumstances occur. It is advisable to consult with the veterans' affairs coordinator when students suspect they may fail to maintain academic progress.

Students should inform the veterans' affairs coordinator as soon as possible about any change that may affect the their VA status, such as change in the program of study, credit load, dependent status, or address.

Final Exams

It is Bellevue Community College policy that final exams may be used only in connection with other evaluative techniques throughout each period of instruction, and that no examination, including the final exam, shall make up more than 33% of a student's final grade. Students are encouraged to consult with their instructors concerning the specific results of examinations, quizzes, or other evaluative techniques or circumstances.

Grades

Students will have access to grades in several ways, approximately five days after the quarter ends:

- by phone: call Touchtone at (425) 564-2625, press 3#,
- on the web: go to *www.bcc.ctc.edu*,
- on the touch-screen kiosks in the Student Services Building: choose the "Student Schedule" button,
- through the mail: leave a self-addressed stamped envelope at the Student Service Center, write your student ID on the inside of the flap, or
- in person: request a copy of your class schedule at the Student Service Center.

Bellevue Community College uses the following grading system and standards in evaluating student performance:

"A" grades indicate "outstanding" achievement:

A 4.0 points per credit hour
A- 3.7 points per credit hour

The "A" student

- demonstrates consistent mastery of learning outcomes for the course;
- demonstrates ability to interpret, integrate, and apply learning outcomes beyond the context of the course through application of critical and creative thinking skills;
- completes work assignments that consistently exceed requirements and that interpret and apply objectives in new, unique, or creative ways;
- demonstrates consistent leadership in class participation activities.

"B" grades indicate "high" achievement:

B+ 3.3 points per credit hour
B 3.0 points per credit hour
B- 2.7 points per credit hour

The "B" student:

- demonstrates a high level of competence in learning outcomes for the course;
- demonstrates ability to interpret, integrate, and apply learning outcomes within the context of the course through application of critical and creative thinking skills;
- completes work assignments that consistently meet most requirements;
- contributes regularly to class participation activities.

"C" grades indicate "satisfactory" achievement:

C+ 2.3 points per credit hour
C 2.0 points per credit hour
C- 1.7 points per credit hour

The "C" student

- demonstrates a satisfactory level of competence in learning outcomes for the course;
- demonstrates competent ability to interpret, integrate, and apply learning outcomes within the context of the course;
- completes work assignments that satisfy minimum requirements for the course;
- satisfies minimum requirements for class participation activities.

"D" grades indicate "poor" achievement:

D+ 1.3 points per credit hour
D 1.0 point per credit hour

The "D" student

- demonstrates minimum competence in some learning outcomes for the course;
- completes work assignments that usually meet minimum requirements;
- contributes inconsistently or infrequently to class participation activities.

"F" grades indicate "unsatisfactory" achievement:

F 0 points per credit hour

The "F" student

- cannot demonstrate competence in many or fundamental learning outcomes;
- submits work assignments that frequently do not meet minimum requirements, or does not complete the assigned work;
- does not satisfy minimum requirements for attendance or contribution to class activities.

Students should be aware that the instructor determines whether the class will be evaluated using the "F" grade.

Passing = P

No points are calculated for a "P" grade, which is issued in two separate instances: for those courses institutionally recognized as using the "P" grade, and for courses graded using "A" through "F" in which a student elects to be evaluated "pass/fail." In the latter instance, all "P" grades must be supported with traditional letter grades, and when the student fails to receive a grade of "A" through "D," a grade of "F" will be assigned and calculated into the grade-point average.

Courses which a student elects to take "pass/fail." may not be used to satisfy distribution requirements in the arts and sciences or science degrees. A student must declare intention for a "P/F" grade within the first 10 days of the quarter by filing the request in the Student Service Center.

Credit/Non-Credit = CR/NC

Credit/non-credit ("Cr/NC") is a grade granted for specific courses as determined by the college. Students may not choose this grading option. No points are calculated into the grade- point average.

Official Withdrawal = W

Official withdrawals are accepted and recorded on different schedules during the academic year and during Summer Quarter.

During Fall, Winter, and Spring Quarters withdrawals are recorded as follows:

- Through the tenth day of the quarter, the dropped course does not become part of the transcript record.
- After the tenth school day and through the end of the seventh week of the quarter, the "W" grade will become part of the student's transcript record, regardless of grade status at this time.
- No official withdrawal will be permitted after the start of the eighth week of the quarter.

During Summer Quarter withdrawals are recorded as follows:

- Through the sixth day of the quarter, the dropped course does not become a part of the transcript record.
- After the sixth day and through the end of the fifth week of the quarter, the "W" grade will become part of the student's transcript record, regardless of grade status at this time.
- No official withdrawal will be permitted after the start of the sixth week of a Summer Quarter.

Hardship Withdrawal = HW

HW indicates a withdrawal request made because of extenuating circumstances after the official withdrawal period is over. The student must contact the instructor to request this withdrawal option, or the faculty member may initiate the contact. No points are calculated into the grade-point average.

Audit = N

Not counted for credit or grade-point average. A student must declare intention to audit a course within the 10 ten days of a quarter by filing the request in the Registration Office.

Course in Progress = Y

This symbol indicates a course which, by authorization of the executive dean of educational services, officially continues beyond the terminal date of the present quarter. Normally, the course is completed and graded on or before the termination of the subsequent quarter.

Incomplete = I

No points are calculated for this grade. An "I" grade indicates that the student has not completed specific prescribed requirements for a course, usually for unforeseen reasons beyond the student's control. The student is responsible for requesting the assignment of an "I" grade and for demonstrating why the "I" is appropriate. Granting the request and assigning the "I" grade is the prerogative of the instructor.

If a student has performed at a passing level during the quarter but for some reason is unable to complete the course requirements, he/she may be assigned an "I" grade at the course instructor's discretion. The nature of the deficiency must be such that removal of an "I" grade is not contingent on subsequent enrollment in the same course by the student.

An "I" will be posted to the transcript when submitted by the instructor with a contractual form which specifically indicates the work the student must complete to make up the deficiency and the date by which the deficiency must be resolved. Both the instructor and the student must sign the contract. The work for the course must be completed before the end of the next quarter (by the end of the following Fall term if the "I" is given in the Spring term), and an extension can be granted only with the instructor's approval. If the student fails to complete the designated assignment(s), an "F" grade will be posted.

Academic Probation & Progress Policy

Students at Bellevue Community College are responsible for making satisfactory academic progress during each quarter of enrollment at the college. The college defines satisfactory academic progress as the successful completion of 67% of attempted credits, and overall achievement at the level of competence. Successful completion means earning grades of "A" through "D," "CR," "P," and "Y." Grades of "NC," "W," "HW," and "I" do not count as successful completion. *Achievement at the level of competence* means maintaining a 2.0 (or "C") average, as defined by the grading standards published in this catalog and verified by the cumulative grade-point average (GPA). Students should contact the Student Service Center or their advisors for the complete policy.

Changing a Grade

If a student wishes to contest the accuracy of a grade, it is important to consult with the instructor involved immediately.

The instructors receive audit sheets of all grades they have awarded in all classes during the first 10 days of the next regular quarter. Errors may be noted on this audit sheet, and corrected, with minimal problem to the student. After the tenth day of the following quarter, the student has only one year in which to correct a grading error. If the instructor is no longer employed at this college, or is away from the campus for an extended time, students wishing to correct a grading error should talk with the division chair of that faculty member. After one year, grades are not changed except for extraordinary reasons.

Repeating a Course

A student who has received a grade of "D" or "F" in a course, or a student who has failed to achieve a designated grade as a prerequisite to another course, may repeat a course up to two times (that is, a student may take the same course a maximum of three times). Any other student seeking to repeat a course must submit a request to do so, including a rationale, through the college's petition process.

Students must submit a Repeat Class Request to have the highest grade calculated into the BCC Grade Point Average for graduation. This request will result in the lower grade courses having an "R" grade identifier posted next to the grade in the permanent transcript.

Transferring and Earning Credits

Currently enrolled students pursuing a degree or certificate may request an official evaluation to have their transfer credits reviewed by the Evaluations Office. The information recorded on transfer credits and the transfer GPA become part of the student's record; however, they are not part of the student's official transcript, which will only record the total number of credits by institution that were applied towards a degree or certificate. Not all transfer credits may apply toward graduation requirements.

The college reserves the right to accept or reject credits earned at other institutions of higher education. In general, it is college policy to accept credits earned at institutions fully accredited by their regional accrediting association, provided that such credits have been earned through college-level courses that are applicable to the student's program at BCC. The college may also consider non-traditional credits when the degree or certificate the student is pursuing allows such credits.

Advanced Placement (AP) and International Baccalaureate (IB)

Students who engaged in college-level study in high school through the College Board's Advanced Placement (AP) or the International Baccalaureate (IB) Program can obtain credit towards a BCC degree, placement in advanced classes, or both, on the basis of their performance on AP or IB exams. For placement into an eligible advanced course, students present an original copy of their test results to the Assessment Office. For credit, the student must ask the testing agency to send scores to the Records Office. Posting of AP or IB credits may be requested after successful completion of 10 BCC credits. Students will not be granted credit if the equivalent college course has been taken.

For International Baccalaureate (IB), 5 credits are granted for each Higher Level subject in which a score of 5 or higher is earned. For example, a student's transcript would be noted as "English IB Credit 5.0." A maximum of 60 IB credits may be awarded; however not all credits may apply toward a BCC degree or certificate.

For Advanced Placement (AP), credits or placement into advanced courses is granted according to AP course and score earned. When credit is granted, a student's transcript will record'"Art AP Credit 5.0." A maximum of 60 AP credits may be awarded, although not all credits apply toward a BCC degree or certificate.

College in the High School

High School students may earn both high school and college credit in a BCC program coordinated with local high schools. Students take these credits at their own high school. Information is available through the high schools in the area.

College-Level Examination Program (CLEP)

A maximum of 15 credits is granted for CLEP examinations after the student has successfully completed 10 credits at BCC. Students should meet with a credential evaluator since no credit will be granted for a BCC course that is a duplication of a CLEP exam. An example of how these credits appear on the transcript is "American Government CLEP Credit 5.0."

Credit by Examination

Students may receive credit for prior knowledge without formally taking a course in that area. Exams are limited and may not be available for every discipline. Students must be currently registered and have completed 10 credits at BCC to request an Approval for Credit-by-Exam. An example of how these credits appear on the transcript is "AOS 165 Credit By Exam 5.0."

Cross-Listed Courses

Certain courses may fulfill requirements in more than one program or discipline. These courses are identical in every way including title, course description, learning outcomes, general education outcomes, and outline. This assists fulfillment of the minimum three distinct discipline

distribution requirements for the Associate in Arts & Sciences degree. For example, the catalog description for POLSC 201 states "Same as PHIL 201. Either POLSC 201 or PHIL 201 may be taken for credit, not both."

Military Credit

Credits earned in Armed Forces Training Schools (AFTS) and through USAFI and DANTES may not exceed 15 credits towards the Associate in Arts and Sciences degree. These credits are included in the 15 "free or gray Electives" maximum. Official transcripts or DD-214 or DD-295 forms must be submitted. Credit will not be awarded until the student applies for graduation. An example of how these credits appear on the transcript is "PE Military Credit 2.0."

Native Language

Foreign Language credit is not granted either by examination or by course completion in a student's native language. Native language is defined as the language spoken in the student's home during the first six years of his or her life and in which he or she received instruction through the seventh grade.

Out-of-Sequence Courses

Credit is not awarded for prerequisite courses in composition, mathematics or foreign languages completed after a more advanced level course has been completed. For example, students will not be awarded credit for Spanish 102 if it was taken after Spanish 103.

Parallel Courses

Credit is not awarded for those courses that are similar enough in content that students should not receive credit for both classes. The courses will have different titles, course descriptions, and learning outcomes, but credit is not granted for both. For example, the catalog will specify "Either MATH 105 (Pre-Calculus I) or MATH 156 (College Algebra for Business & Social Science) may be taken for credit, not both."

Prior Learning Assessment

The college is currently reviewing a prior learning assessment process. Students are encouraged to check with their department for the latest information.

Residency Credit Requirement

At least 30 of the 90 credits required for a degree and at least one-third of the credits required for a certificate must be completed at BCC.

Restricted Transfer Credit

A maximum of 60 transfer credits may apply toward an associate degree, and a maximum of two-thirds may apply toward a certificate. All credits are subject to approval by the Evaluations Office based on credit equivalency, applicability to the degree or certificate, and the institution's accreditation

The college reserves the right to accept or reject credit earned in professional, vocational or technical courses. Departments may review course equivalencies or requirements completed at other institutions. Some programs have provisions that coursework completed to satisfy degree or certificate requirements must be current. Previously completed credits may have exceeded the maximum length of time that can lapse from time of completion.

Running Start

Students classified as high school juniors or seniors may apply to this program. Qualified students may earn high school and college credits simultaneously for college level classes.

Tech Prep Credit

High school students may earn college credit for certain professional/technical classes taken at the high school. The student must be registered with the Tech Prep program and must complete the high-school classes with a grade of "A" or "B" in order to receive college credit.

Academic Concentration

Certain departments and programs at BCC offer an "academic concentration" option. Students who are pursuing a transfer degree may elect to complete such a concentration, which will be noted on their transcripts and diplomas. The academic concentration shows that the student has also spent the time and effort to acquire depth in a particular discipline, in addition to meeting BCC's normal breadth requirements. The "concentration" discipline may be the student's intended major at a baccalaureate institution or it may simply be a topic he or she is interested in studying in depth.

A student is eligible to apply for an academic concentration if:

- the department has been approved to offer the concentration option (check the departmental course lists in this catalog);
- the student is pursuing a transfer degree; and
- the student applies to and is recommended by the program chair of the department.

Students must complete 20 or more credit hours in the concentration discipline. These credits will apply to the electives portion of the transfer degree, with a maximum of 5 credits used to satisfy BCC's distribution requirements.

When a student satisfies the Associate in Arts and Sciences and the concentration requirements, her/his degree will be designated as "Associate in Arts and Sciences with a Concentration in _____" (for example, Associate in Arts and Sciences with a Concentration in Music).

Graduation

Official transcripts must be attached to the graduation application (transcripts which may have been submitted with the admission application may be used to satisfy this requirement when submitted in the returned sealed envelope).

One graduation application must be filed, with a $10 fee, for each degree or certificate.

Students may elect to graduate under the provisions of the official catalog in force either at the time they first entered the program OR at the time they apply to graduate, providing five years have not lapsed and they have remained continuously enrolled in the program. To ensure timely notification of meeting graduation requirements, application deadlines are:

Summer Quarter - March 15
Fall Quarter - June 1
Winter Quarter - November 1
Spring Quarter - December 10

Participation in the commencement ceremony does not imply that a degree or certificate will be awarded. Final verification is made once the quarterly grades are posted.

Diplomas are mailed approximately 12 weeks after the quarter ends.

Commencement

During Spring Quarter, eligible students are mailed instructions regarding participation in the June commencement ceremony. Students must meet application deadlines in order to participate in commencement. The ceremony is held during the evening of the last day of Spring Quarter. Students who complete their program requirements during Fall or Winter Quarters as well as those students who will be completing their program during Spring and Summer quarters are encouraged to participate in the June commencement ceremonies.

Graduation with Honors

The college encourages students to achieve the highest level of scholarship in pursuit of their educational goals. Students who have earned an associate degree or certificate of achievement and have maintained at least a cumulative grade-point average of 3.50 will receive honors recognition in the printed program at the June commencement. All students graduating with honors will have their degrees and transcripts marked with "honors." If a student has completed a minimum of one-half of the required credits for the award at BCC, credits and grades transferred to BCC from other colleges and universities are not included in the calculation of the cumulative grade-point average. See also Honors Program under "Other Educational Opportunities."

Retention of Student Records

Access to student grades is available on the BCC website and (for the preceding four quarters) via the Touchtone system. Access to grades may be withheld if any financial or other obligations are not fulfilled.

With the exception of the student's permanent transcript, student enrollment-related records are not maintained beyond one year from the last date of attendance.

Confidentiality of Student Records

Students' names, campus e-mail addresses, dates of attendance, degrees or certificates awarded, and athletics-related statistics, scholarships received, positions in BCC government, Honor Society membership, part-time or full-time student status, and previous schools attended are considered public information. All other information in the student's permanent educational record is considered confidential and the conditions of its disclosure are governed by the Family Educational Rights and Privacy Act of 1974, as amended.

Transcripts

In compliance with The Family Education Rights and Privacy Act of 1974, a transcript of grades will be sent to a college, university, or other agency upon the student's written request ONLY. Requests for transcripts may be made online or by faxing or mailing a written request providing student name, ID number, student signature, and the name and mailing address of the institution or agency to receive the official transcript. Holds on permanent records resulting from outstanding tuition and fees or fines, or from unreturned college property, must be cleared before a transcript is released.

The first three transcripts a student requests within on academic year are provided at no cost. There is a $5 processing fee for each transcript ordered after the first three. For instructions on ordering transcripts, call (425) 564-2245 or go to the BCC website.

Credit Class Schedules

Bellevue Community College publishes and distributes the Credit Class Schedule, sometimes referred to as a "quarterly schedule," four times a year to inform the public about courses to be offered during the next academic term. The Credit Class Schedule provides essential course information, such as days and times for class and/or lab sessions; the college's academic calendar, including important registration dates and deadlines; registration procedures; information about tuition and fees; and a summary of enrollment policies and procedures.

BCC also publishes a Continuing Education schedule several times throughout the year, providing information about non-credit classes and special credit programs offered through that division of the college.

Support Services

Bellevue Community College offers many services to help students attain their educational and life goals. Counseling, job referral, services to special populations, and a centralized student processing area are some of the convenient features of Bellevue Community College. Details about services, procedures, and dates are available on the BCC website, www.bcc.ctc.edu.

Assessment

BCC strongly recommends that all new students participate in assessment sessions to determine course placement levels in English and mathematics, since many courses require assessment results for registration. Students who wish to meet BCC course prerequisites by transferring college-level English and mathematics from another accredited college or university should contact the Assessment Office at (425) 564-2243 for more information or to schedule an appointment. The Assessment Office is located room B132.

Career Center

BCC's one-stop Career Center provides career planning and job search assistance to students and members of the community. The Center provides one-on-one career advising, career and job search classes and workshops, job search assistance, work-study and internship opportunities, and computerized career and job search resources. Please visit our Center located on the second floor of the Student Services Building, Main Campus, or call (425) 564-2018 for more information.

Counseling Center

Academic, career, and personal counseling services and credit classes are available to enrolled BCC students. Students use the services of our registered, professional faculty counselors for educational, career, and life decision-making/planning; student advocacy; personal and relationship issues; crisis management; and community resource referral. Short-term sessions are free and confidential. To schedule an appointment, call the Center at (425) 564-2212.

Disability Support Services

Disability Support Services provides classroom accommodations and advocacy for eligible students who have disabilities. Appropriate accommodations are authorized when a student requests them and completes the mandated intake procedures. As a part of the process, students must submit documentation of the disabling condition(s) before DSS can authorize and arrange auxiliary aids or academic adjustments for classes. Contact DSS at (425) 564-2498; TTY line, (425) 564-4110.

Early Learning, Family, & Childcare Center

The Childcare Center serves children 3 months to 7 years old. It provides affordable, quality childcare with ongoing preschool activities. Extended evening and Saturday hours are available. Parents enrolling their children are required to participate in the Parent Involvement program. Low-income families may apply for enrollment in Head Start, an enhancement program for children 3 and 4 years old. Call (425) 564-2240 for more information. (See also: Parent Education)

Educational Planning Resource Center

The Resource Center provides information to Undeclared/Exploratory students regarding degrees and certificates offered at BCC, as well as materials about other community colleges, technical colleges, and four-year colleges and universities in Washington State and throughout the U.S. The Resource Center sponsors a college fair every quarter, bringing representatives from many colleges and universities to BCC for general outreach and individual student appointments coordinated by the Center. To schedule an appointment, students can come to the second floor of the Student Services Building or call (425) 564-2437.

Tech Prep

Tech Prep is a dual-credit program for high school students to earn college credit in certain professional-technical classes while attending high school. After registering for the Tech Prep program and completing these classes with a grade of "A" or "B," the high school student can receive college credit for them. Call (425) 564-6159 for more information.

Career Education Options (CEO)

CEO is a program for students 16-20 years old, without a high school diploma, who wish to gain job skills and education. CEO applicants are referred to the program by their high schools, or are currently not enrolled in school. CEO will provide support for tuition and fees; books; career exploration; educational and technical training in an occupational or professional/technical program (degree or certificate) at BCC. Call (425) 564-4035 for more information.

Financial Aid

The Financial Aid Office provides financial assistance to individuals who have completed the Financial Aid process and are eligible for aid as determined by the Free Application for Federal Student Aid (FAFSA). Sources of aid include federal, state, and institutional grants; loans (generally, all students are eligible for loans); and work-study jobs. Details are available on the website, or call (425) 564-2227.

If you have completed the FAFSA and your family's circumstances have changed dramatically in 2002 (e.g., loss of job, death, separation, etc.) ask in the Financial Aid Office about special conditions.

Application Procedure

The priority processing deadline is April 15; applicants who complete the aid process and make the April 15 deadline are given priority consideration for the upcoming Fall quarter. Students who missed the priority deadline should be prepared to pay Fall tuition in full. Applications received after that due date are processed in the order received. If students are eligible for grant aid or chose to borrow a student loan, they can be reimbursed for the quarters they paid tuition, provided that they make academic progress. Forms and instructions for applying for aid are on the BCC website.

Family Contribution & Family Need

The Financial Aid office uses the Expected Family Contribution (EFC) number from the Student Aid Report (SAR) or processed FAFSA to calculate financial awards. The EFC is the amount students and/or families are expected to contribute towards their education for three quarters. The EFC is used in an equation to determine financial need:

Cost of Attendance
– Expected Family Contribution
= Financial Need

WORKSHEET: COST OF ATTENDANCE FOR 9 MONTHS

	Living With Parents	Living In Apartment
Books & Supplies	$ 738	$ 738
Rent/Food/Utilities	$2,214	$5,688
Transportation	$1,290	$1,200
Misc./Personal	$1,932	$2,058
Subtotal	$6,174	$9,774
Tuition & Fees*	_____	_____
Technology Fee**	_____	_____
TOTALS	_____	_____

* add estimated tuition & fees based on residency status and anticipated credit load for three quarters; see page 6.

** add estimated technology fee based on anticipated credit load for three quarters; see page 6.

Notification of Award

When awarded aid, students receive an Award Notification by mail which indicates the type and amount of award(s) offered for each quarter. Students return the Award Notification only if they are not attending BCC and must reject their aid.

Financial Aid Available: Grants, Work-Study, & Loans

Federal Supplemental Educational Opportunity Grant

Federal Supplemental Opportunity Grants (FSEOG) are for undergraduates with exceptional need, with priority given to students who receive federal Pell Grants.

Federal Pell Grant

Federal Pell Grants are for undergraduate students who have not earned a bachelor's or professional degree. Repayment is not required.

Washington State Need Grant

This is a state grant and eligibility is determined using state guidelines which assess need through analysis of income and family size.

BCC Grants and Tuition Waivers

BCC provides a limited number of tuition waivers and grants to financially needy state residents. Students may be eligible for other waivers as well; see page 9 for more information.

Work-Study

Many jobs are made possible through federal and state work-study programs. Students may be employed in a wide range of positions on campus, working as typists, landscapers, lab assistants, library assistants, etc. Off-campus placements are also available in a variety of public and private settings. Placement opportunities may be obtained through the Career Center on the second floor of the Student Services Building.

Loans

Federal Family Education Loans (FFEL) are available to students registered for at least 6 credits per quarter. In certain cases where financial need is established, interest is paid by the federal government until 6 months after the borrower is no longer enrolled for the minimum six credits.

A student who chooses to receive a student loan must attend the Loan Entrance Counseling Session. This session is available online via the BCC website and provides valuable information about a student's rights and responsibilities as a borrower.

Scholarships

The College offers a variety of scholarships through the BCC Foundation as well as local and national organizations. Scholarship orientations are held weekly through the Women's Center/Student Access Center. Please call (425) 564-2279 or visit the Women's Center/Student Access Center for scholarship orientation dates and times.

Students may also perform a scholarship search at *www.fastweb.com*.

Satisfactory Progress

Students applying for and/or receiving financial aid are required to make and maintain satisfactory academic progress in their course of study and complete their program within the credit limitations. See the Satisfactory Academic Progress Guidelines on the BCC website for this policy.

Repayment

A student who officially or unofficially withdraws from all classes or completes no credits in any quarter may have to repay some or all of the financial aid received for that quarter. If a student does not earn credit for the classes, or ceases to attend, then federal and state calculations are used to determine the amount of money to be repaid or refunded to the financial aid account, with repayment amounts based on the withdrawal date. Therefore, it is important that students withdraw officially and notify the Financial Aid Office immediately when they withdraw from all classes or stop attending for extenuating circumstances.

International Student Programs

International Student Programs (ISP) provides primary support for international students on non-immigrant visas who plan to enroll in college-credit classes, Intensive English/University Preparation (UP), International Business Professions Program (IBP), short-term special programs, and non-credit community English as a Second Language (ESL) classes at BCC.

ISP assists international students achieve their educational goals at BCC. ISP also fosters cross-cultural experiences on campus for the domestic and international students. ISP services include international student admissions and recruitment, advising (academic, immigration, and cultural), registration, credit evaluations, health and insurance matters, student clubs and activities, and student housing referrals. ISP acts as a liaison between BCC international students, faculty, administrators, and the Immigration and Naturalization Service (INS). For more information, call (425) 564-3185.

Learning Labs & Computer Labs

There are approx. 1,300 computers dedicated for student use at BCC. These include computers in the following labs and classrooms:

Advanced Track & Audio/Video Editing Labs (D274, D275, N251)

These labs house the sophisticated, professional-level hardware and software used to support the Media program's Audio and Video editing courses.

AutoCAD Design Lab (L116)

Open to all students enrolled in Engineering or Interior Design classes, this lab has Computer-Aided Drawing and Drafting software and large format printing available.

Basic Skills Lab (R108)

Technology in this lab is devoted to helping ESL and International Programs students develop the English language skills necessary for college success.

Business Division (L213, L214, L218, L219)

There are nearly 100 computers available for learning the wide variety of business technology skills needed in today's modern office environment.

Career Education Options (CEO) Lab (R206)

This room serves as a dedicated lab and classroom, supporting the technology needs of the CEO students.

Cisco Labs (W103, W202A)

The labs are equipped with hardware and software necessary to teach the latest cutting-edge networking technologies implemented throughout the world.

Developmental Math Lab (C204)

This lab provides both free tutorial assistance for math students on a drop-in basis and computer-based tutorials that supplement classroom activities.

Disabled Student Services Lab (B233F)

Providing a combination of uniquely equipped computers and personal assistance, these facilities are dedicated to supporting students with special needs. Appropriate documentation of a disabling condition(s) is required to establish services through DSS and to access these computers. There are also specially equipped computers available in the NWCET Open Lab (N250).

Information Technology Programming Lab (N252)

Emphasizing course work in Client/Server technology, programming languages, and Internet development, this lab meets current industry standards for the applications taught in BCC's Information Technology department.

Interactive Multimedia Labs (N202, N204, N209)

These specialized rooms support the Media program, providing multimedia development software and Internet access using both PCs and Macintosh computers. Equipment and software meet current industry standards.

Library Media Center (D124)

In addition to traditional library resources, the LMC provides workstations with access to online, Internet, and CD-ROM-based electronic research resources. There are also computers dedicated to providing multimedia tutorials and learning support for specialized instructional programs.

Mediated Math Lab (C166)

This specialized lab utilizes a Computer-based Teaching approach to provide hands-on access for a large number of self-paced and traditional math classes.

Music Lab (E222)

Hardware and software tied into electronic keyboards is used in this room to support students enrolled in music courses working with ear-training and computer-assisted music composition.

Nursing Lab (B207)

This lab houses the dedicated computers that provide multimedia tutorials and learning support for nursing students.

NWCET Computer Lab (N250)

The Open Lab has approximately 194 PCs and 8 Macintosh computers available to all registered students on a daily basis. In addition to access to the Internet and World Wide Web through this lab, there are dozens of software applications supporting academic and vocational courses available for use. For more information visit the Academic Computing website: www.ac.bcc.ctc.edu.

Open Computer Classroom (A111)

This room is available for scheduling by faculty members to bring in their classes for instruction.

Physics Lab (B135)

Used during classes to teach and practice computerized data analysis, the Physics Lab also supports the general Physics curriculum.

Reading Lab (D202)

Designed to help students become more proficient readers, the Reading Lab allows students to be tested to determine and improve their abilities in reading vocabulary, comprehension, and rate.

Science Learning Center (B113)

The 14 Macintosh computers in this lab are set up to provide multiple software applications supporting instruction across the science curriculum.

Technical Support/Information Technology Lab (B142)

Students enrolled in the Technical Support program use this lab to acquire hands-on networking and hardware/software configuration experience.

Web Development and Database Lab (L126)

One of the first dedicated labs on campus serving the needs of students in multiple programs, this room is shared by the Media and Information Technology departments, supporting the technology needs of students in both of these programs.

WorkFirst Classrooms (B250, B255)

Students in the Worker Retraining and WorkFirst programs use these labs to acquire the computer skills needed to improve their job skills and employability.

Writing Lab (D222)

The Writing Lab is a resource for students experiencing difficulty with college-level writing skills. Lab staff also offers other services including support with computer-assisted composition.

Library Media Center

The Library Media Center (LMC) staff assist students in finding print, online, and audiovisual materials to help them in their coursework. Nineteen computer workstations in the library give students access to the World Wide Web. Two additional computer workstations provide adaptive technology for students with special needs. The library home page (*www.bcc.ctc.edu/lmc/*) has links to BCC and local library catalogs, full-text online magazine databases, and online handouts that guide students in evaluating resources and writing

research papers. Librarians are available during all open library hours to help students in their research. They also teach library instruction sessions for classes in a computer-equipped classroom. Media Services provides production assistance for classes. Other services include color photocopying, lamination, and tape duplication. Quiet study rooms and group study rooms are available to students as well as media viewing rooms and a video-editing suite.

Multi-Cultural Student Services

Multi-Cultural Services (MCS) helps BCC provide quality, culturally-sensitive academic and support services to Students of Color, low-income students, immigrant students, and L/G/Bi/TG students at BCC.

MCS assists the college in recruiting and retaining students from under-represented constituencies. MCS support services include: outreach, academic advising, counseling, advocacy, monitoring academic progress, course instruction, advising cultural clubs/organizations, cultural events planning and facilitation, and curriculum and policy development. MCS also provides information about scholarships and community resources and help for faculty, staff, and students in resolving culturally sensitive issues. For more information, call (425) 564-2208.

Public Safety & Parking

(425) 564-2400 or extension 2400 from a college office telephone.

Hours of Operation

Public Safety officers are available 24 hours a day, 365 days a year, to respond to crimes and provide first response services at fires and emergency medical calls, as well as to enforce traffic and parking laws/regulations on all college district property and facilities. The Department can also assist drivers with dead batteries and other emergencies. Call Public Safety to report any suspicious activity, criminal acts, collisions, or hit-and-run crimes as well as parking problems.

BCC complies with the federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998 (formerly the Crime Awareness and Campus Security Act of 1990). The College's Safety and Security report is available online at *www.bcc.ctc.edu/campusops/security/public_safety/clery.htm.*

Parking

The college maintains more than 2,500 student parking spaces (over 3,100 total parking spaces on the main campus), with reserved areas for carpools (3+ people per car) and disabled drivers with state-issued permits. Any student who has paid the comprehensive fee is entitled to a parking permit. Violators are subject to citation, vehicle booting, and/or impoundment.

Day and evening parking restrictions (WAC 132H-116-415)—Students, staff, and faculty may obtain day and/or evening parking on campus to the extent spaces are available as follows:

(1) Student daytime parking is limited to areas designated student parking.
(2) Staff/faculty daytime parking is limited to areas designated staff/faculty parking.
(3) Evening parking, after 3:00 p.m., for students, staff and faculty is available in all designated parking areas with the exceptions of the parking spaces for the disabled, the college motor pool, and specifically signed reserved areas.

Enforcement for parking violations and traffic violations (speeding, stop signs, etc.), remains constant 365 days a year regardless of whether classes are in session or whether it is a holiday or summer (WAC 134H-116-791).

Vehicle parking permits are required all year and are available either at Cashiering or at the Public Safety Office in the K Bldg. (WAC 134H-116-350).

Prior to leaving a personal vehicle on campus overnight contact Public Safety at ext. 2400. Vehicles left on campus without prior permission and permitting may be subject to citation and impound (WAC 134H-116-620).

Student and employee parking regulations (lot restrictions) are enforced throughout the year (WAC 134H-116-415).

All regulatory signs are enforced uniformly throughout the entire year, such as 30 minute parking stalls, delivery areas, ELFCC staff parking, handicap parking stalls, etc. (WAC 134H-116-320). Fire zones (red curbs) are enforced throughout the year (134H-116-620).

Violators of criminal, traffic, and parking laws and regulations are subject to citation, vehicle booting, and/or impoundment as well as possible referral to collections.

Appealing Citations—Please remember that citations are not forgiven, erased, or forgotten: these are audit-controlled, legally enforced civil processes. If you receive a citation and believe it was issued in error or that you have an extenuating situation and want to appeal a citation, then please fill out a 'Citation Appeal form.' These forms are available in the Public Safety Office in the K Bldg. Appeals and/or a letter that might request that a citation be dropped, forgiven, erased, or forgotten are all referred to the Traffic Court for a final decision and adjudication.

Collisions and Hit & Runs—If you experience a collision or discover that you have been the victim of a hit and run, whether it involves just minor damage or an injury, immediately report the incident to the Public Safety Department, which investigates all collisions that occur on campus (WAC 134H-116-655).

Student Health Center

The Student Health Center's focus is health promotion, disease prevention, and wellness. The staff is available for classroom and campus-wide programs, as well as individual student consultations.

Student Programs

The mission of Student Programs is to encourage students to become responsible, analytical, creative, and productive citizens, and to provide accessible services, information, and educational and community-building programs. Student Programs also promotes pluralism by supporting campus departments and programs that provide multicultural events and services. Student Programs houses the following programs: ASBCC student government, the Campus Activities Board, Commencement Committee, the ASBCC used-textbook sale, BCC Ambassadors, New Student Orientation, and the Campus Information Center. Student Programs is located in the Student Union Building, C212; on the Web at *www.bcc.ctc.edu/stupro*; telephone (425) 564-6150.

TRiO Student Support Services

TRiO is a federally funded program that assists BCC students in achieving their academic goals. TRiO provides personal support and academic assistance services for students who are first-generation college students, low-income students, or students who have a documented disability. TRiO services include personal support and advocacy, free tutoring, instruction in effective study skills, study groups, a computer lab and study center, laptop computer lending, academic monitoring and intervention, academic achievement awards, work-

shops, activities, and transfer assistance. All services are designed to ensure student success at BCC and beyond. TRiO serves 160 BCC students each year. Specific eligibility requirements apply: for more information call (425) 564-5745.

Tutoring Program

The Tutoring Program offers both one-on-one and group session tutoring for college credit courses. Students performing at a "C" grade level or below may be eligible for two hours per week of individual tutoring when tutors are available. Group sessions may be attended, when available, by students performing at any grade level. The Tutorial Center is located in room C162.

Veterans' Administration Programs

The Veterans Affairs Office located in B231D will assist veterans, reservists, dependents, and VA chapter 31 students with eligibility questions as well as Southeast Asian and Persian Gulf waivers. Call (425) 564-2220 for more information.

Women's Center/ Student Access Center

BCC's Women's Center/Student Access Center provides a variety of services for students and members of the community, both men and women. The Center provides one-on-one coaching assistance, resource information and referral, scholarship information and group advising, and career transition and life planning classes and workshops. Please visit our Center on the second floor of the Student Services Building, Main Campus, or call (425) 564-2279 for more information.

Worker Retraining

Worker Retraining provides tuition assistance for qualifying students. Funding is usually for one or two quarters and can cover credited, occupational classes only. Worker Retraining students will receive priority registration, educational planning, and assistance in locating other funding resources while pursuing a certificate or degree program.

You may be eligible for Worker Retraining if:

- You are collecting Unemployment Insurance (UI);
- You have exhausted your UI within the past 24 months;
- You are a displaced homemaker;
- You were self-employed in a declining field;
- You have received a lay-off letter.

Orientation sessions are offered Tuesdays at 1:00 p.m. Call (425) 564-4054 or e-mail *worktrng@bcc.ctc.edu* for orientation location or more information.

WorkFirst

Workfirst provides free training for parents who meet income-requirements. Priority is given to TANF (Temporary Assistance to Needy Families) recipients.

Computer Basics and Software Fundamentals—11-week computer course for beginner computer users. Job placement assistance is offered at completion of class.

Computer Software Certification—11-week computer course for those with computer experience. Prepares students for the M.O.U.S. (Microsoft Office User Specialist) Certificate. Job placement assistance is offered at completion of class.

English-as-a-Second-Language (ESL)—11-week English-as-a-Second-Language course at beginner, intermediate, and advanced levels. Curriculum includes customer-service training and a computer component. Job placement assistance is offered at completion of class.

WorkFirst Financial Aid—Offers free books and tuition in approved occupational programs. Must be working to qualify.

WorkFirst Contact Information

Computer Basics / Computer Software Certification / WorkFirst Financial Aid
Contact Beth Bailey at (425) 564-4178 or by e-mail at *bbailey@bcc.ctc.edu*.

English as a Second Language (ESL)
Contact Mindy Iwen at (425) 564-4144 or by e-mail at *miwen@bcc.ctc.edu*.

Other Educational Opportunities

BCC offers many educational opportunities distinct from our traditional credit programs. From non-credit Continuing Education courses to college credit opportunities for high school students, BCC is truly a community resource with something to offer people from all age groups and backgrounds.

Career Center

BCC's one-stop Career Center provides career planning and job search assistance to students and members of the community. The Center provides one-on-one career advising, career and job search classes and workshops, job search assistance, work-study and internship opportunities, and computerized career and job search resources.

In addition to career, job search, and employability workshops each quarter, the Career Center offers short-term credit classes including

- Assessing your Career Strengths
- Improve your Resume
- Successful Interviewing Strategies
- Compass for Success:
  Chart your Course for a Rewarding Career
- Internship Seminar

Visit the Center on the second floor of the Student Services Building, Main Campus, or call (425) 564-2018 for more information.

Continuing Education Programs

Bellevue Community College offers the most comprehensive selection of continuing education courses found at any community college in the region, led by instructors who are current in their fields. The non-credit classes and workshops do not have exams or grades but focus on students' immediate interests and needs. Offerings range from three-hour workshops to ten-week classes. Some classes are available in online format. To receive a current course schedule, call (425) 564-2263, menu option 5, or visit the website *www.conted.bcc.ctc.edu*.

Art-Zones

Select from courses in the visual, literary, and performing arts. Classes are geared toward the novice as well as the seasoned professional artist. Our newest programs include digital photography, electronic portfolios and books, public art, film, and professional skills. Private lessons are available upon request.

Business & Professional Development

Stay current on the latest skills and knowledge needed to be successful in today's fast-paced business world. Take advantage of courses in business and finance, payroll, ISO 9000, leadership skills, speech and presentation skills, business writing, marketing and sales, office skills, and career planning. Certificate courses are offered in project management, human resources management, nonprofit management, risk/safety management, and technical communication.

BCC Business & Professional Training institute

The Institute provides the local business community with a resource for training, information, and services, from a single enrollment to company-wide training. Area employers can access all of BCC's offerings and custom training at the Institute's new facility located near the 520 / I-405 interchange. Sample offerings include Project Management, Microsoft Word, Excel and Access, Database Management, Business Communication, Language, Leadership and Team Building. Additionally, internationally recognized programs such as DDI, Achieve Global, and the American Management Association are provided through the Institute. For further information, contact (425) 564-4154 or e-mail *biztrain@bcc.ctc.edu*.

Computers

Choose from more than 400 course offerings focused on the latest software and information technology equipment. Courses are offered for all levels of skills and interest, from cautious beginners to proficient technical specialists. Introductory courses, business applications, animation, graphics and publishing, web design and development, programming, networking, security, Windows, Novell, Linux and Unix system administration, testing and quality assurance, wired and wireless communications technologies, database design and management, and IT project management all are taught in comfortable, state-of-the-art classrooms. BCC is a Microsoft IT Academy site and a member of both the Cisco Systems Networking Academy and the Oracle Workforce Development Program. Programs are targeted to meet current workforce demand for high-tech skills and include courses necessary to assist students in preparing for Microsoft Office, Java, A+, Network+, Linux+, Security+, SCNP , CISSP, IT Project+, MCP, MCAD, MCSA, MCSE, MCDBA, MCSD, Cisco, Oracle, and Certified Internet Webmaster certification exams.

Explore!

The new Explore! program (formerly Personal Enrichment) offers a broad array of classes with opportunities to explore the world from a variety of perspectives. Interesting and compelling contemporary topics, issues, and concerns of adults and young adults are taught by professionals and teachers with significant experience in their field. Classes are available in safety, law, health and fitness, home skills, communication, culture, and much more.

Fast Track Technology programs

BCC Continuing Education offers intensive, full-time programs that prepare adult learners for careers in computing and information technology. These programs focus on industry recognized certifications. Participants meet a minimum of four hours a day, five days a week, for four to seven months to prepare for the exams necessary for certification. Practice tests, a technical reference library, and a shared lab environment are provided to support and enhance the curriculum and promote success. For more information about the programs and qualifications for admission, call (425) 564-4005 or e-mail *fastrack@bcc.ctc.edu*. See page 76 for credit information.

Continuing Education Online

For students who wish to take classes from home or office and have access to the Web, BCC has offerings in computer software applications, technical writing, Internet skills, business skills, and many others. These classes are self-paced and may include personalized instructor feedback through e-mail. Refer to *www.conted.bcc.ctc.edu/online/online.asp* for a complete listing of classes.

Real Estate

BCC has one of the largest real estate education programs in the state. Courses are available to industry professionals, buyers and sellers, and real estate investors. For information on credit classes in the Real Estate program, see pages 112-114.

Small Business Development Center

Get free and confidential business counseling and research from certified small business experts. The center also sponsors training designed for new and existing businesses. The Small Business Success Series and the Tech Entrepreneur Series offer practical training in business marketing, finance, and management and can also be taken as individual seminars. The Small Business Development Center is a partnership of Bellevue Community College, Washington State University, and the US Small Business Administration. For immediate assistance, call (425) 564-2888 or access online resources at *www.wsbdc.org*.

Technical Communication

The Technical Communication program offers non-credit classes and certificate programs in the following concentrations: Technical Writing and Communication; Professional and Technical Editing & Proofreading; Information Design; Programmer/Writer; Programmer/Editor; Programmer, Tester and Product Support Specialist; and Science Writing. CEUs and clock hours are available for all classes.

Telos – educational programs for retirees

Telos is BCC's program for retirees, offering opportunities and challenges for continued learning, personal growth, and new friendships. The program is designed to fit the lifestyles and interests of retirees. The quarterly cultural enrichment classes range through a variety of subjects, These small weekly classes are non-graded, non-credit, and are conducted in a relaxed atmosphere. For information or a copy of the current Telos schedule, call (425) 564-4400 or go to *www.conted.bcc.ctc.edu* and click on Telos

Testing Center

The BCC Testing Center is a state-of-the-art facility offering 19" monitors and a comfortable test environment. It is an authorized Prometric and VUE Testing Center for information technology certification exams. Call (425) 564-4006 for more information.

World Languages and Travel

Continuing Education offers non-credit instruction in over 20 languages, including American Sign Language. Classes on world cultures, international business practices, and travel are also available. For information on educational tours, call (425) 564-3145. For information on certificate courses for credit in translation and interpretation, see pages 90-91 and 117.

Distance Education: Online and Telecourses

BCC Distance Education opportunities are designed to provide academic college credit classes for students whose educational opportunities are limited by time or distance constraints. Online courses require no on-campus attendance and are accessible through links to the Distance Education website (*http://distance-ed.bcc.ctc.edu*). Telecourses require on-campus attendance at review sessions and are broadcast on The College Channel, Bellevue Community College's educational channel on AT & T Cable Channel 28, or on videotapes available for rental from the Distance Education Office.

Several transfer degrees and certificates can be earned solely through Distance Education courses. The cost per credit hour is the same as other state resident BCC academic courses, plus an additional per-course fee.

English Language Institute

English Language Institute (within the Arts & Humanities Division) offers credit classes and non-credit training to non-native speakers of English, including international students, through the following departments and programs:

Department of Applied Linguistics and Language (ALL)

The Department of Applied Linguistics and Language at Bellevue Community College provides credit courses to non-native speakers of English which help them obtain the advanced language and cross-cultural skills necessary to achieve their professional and personal goals, beginning with their college careers.

University Preparation/Intensive English as a Second Language

This 20 hour per week intensive English program prepares international students and non-native speakers to successfully enter American colleges and universities. Full-time study in the program qualifies students for an F-1 student visa.

International Business Professions

Students in this one-year program learn the basics of Western business through classroom study and practical training in industry.

Special Programs

Customized short or long-term English language programs for groups of 10 or more students wishing to enhance their English skills. Some programs combine English with business, computers, and other areas of interest.

Community Programs

These programs offer a wide variety of English as a Second Language courses to adults at beginning through advanced levels each quarter.

Online Courses

Information about online courses can be found at *online.bcc.ctc.edu/intp*.

High School Programs

General Education Development (GED)

BCC offers courses at no cost to prepare students for the five-part General Education Development exam. The GED test is available at BCC for a $50 fee. Those who successfully complete the test will earn a certificate of General Education Development.

Running Start

The Running Start program is a partnership between BCC and local public high schools. Students classified as high school juniors or seniors may apply to this program. Applications are available in high school counseling offices. To qualify, students must demonstrate proficiency in college-level English reading and writing by placing in English 101 through the BCC assessment. Qualified students may attend college only or take classes at both the high school and the college. They earn high school and college credit simultaneously for college-level classes. Tuition is paid by the high school district; the student is responsible for books and fees.

College in the High School

College in the High School is a cooperative program between local school districts and Bellevue Community College. It allows high school students to take college courses in their high schools. The program offers basic, introductory-level courses often required in the general pattern of freshman coursework at four-year universities. Students who successfully complete coursework taken through the College in the High School program earn college credit recorded on an official college transcript.

Tech Prep

Students from high schools that have 2 + 2 Tech Prep program articulation agreements with Bellevue Community College may earn dual credit as outlined in the program's agreements. Interested students should contact the Tech Prep Advisor located in the Educational Planning Resource Center, 2nd floor of the Student Services Building.

Interdisciplinary Studies

Interdisciplinary Studies combines the study of several subjects into one integrated course or "learning community," usually for 10 or more credits. Each IDS course features a theme that forms a common cross-disciplinary thread. The focus of these courses is YOU. Students learn from and with each other by discussing readings in small groups (seminars), participating in group activities, and, in some courses, by taking field trips. These programs emphasize the process of learning as well as course content. The student-centered, discussion-oriented format supports differing points of view and creates a collaborative learning environment. For additional information regarding the Interdisciplinary Studies program, contact Michael Meyer at (425) 564-2537.

Parent Education

Parent Education classes consist of a child-centered preschool setting and adult-centered lectures and discussion groups. They provide stimulating opportunities for parent and child to learn and grow together. Classes are located in cities throughout the BCC district. Initial registration for each school year (September-June) begins in February with continuous registration until classes fill. For program information for infants through kindergarten age call (452) 564-2366 or refer to the web site *www.bcc.ctc.edu/parent-ed*. For information on the new PALS program, parent education for parents enrolled in the Early Learning Family Childcare Center call (425) 564-2240.

Transitions

Transitions courses are designed to help prepare highly motivated young adults with mild cognitive delay and learning disabilities for independent living. Education is an essential element in empowering individuals and assisting in financial and emotional wellbeing. Classes are small and socially involving. For further information or to receive a brochure, please contact Cynthia Johnson at *cjohnson@bcc.ctc.edu* or (425) 564-2844.

Women's Center/ Student Access Center

BCC's Women's Center/Student Access Center provides a variety of services for students and members of the community, both men and women. The Center provides one-on-one coaching assistance, resource information and referral, and group advising.

Scholarship information sessions are held each Thursday during the quarter, 12:30-1:30 p.m. Visit the website *www.bcc.ctc.edu/careers* or call (425) 564-2279 for locations and information.

The Center offers a five-week non-credit class in Career and Life Planning which helps students identify interests and transferable skills, explore career options, and learn job-search strategies.

Visit the Center on the second floor of the Student Services Building, Main Campus, or call (425) 564-2279 for more information.

Campus Life

BCC is well known for the strength of its academic programs, but we also offer many extracurricular activities and benefits to enhance student life. Arts, athletics, and special-interest activities are available in the BCC community.

Art Gallery/Library Gallery Space

The BCC Gallery Space gives the campus and community a chance to experience a range of strong visual art. Works by present and former students, faculty and staff members, and nationally recognized artists are presented on a rotating basis at the gallery.

Bookstore

The BCC Bookstore features textbooks, school and office supplies, greeting cards, snacks, gifts, sundries, and BCC logo clothing.

Bus Pass Discount

Students, staff, and faculty may purchase bus passes at discounted prices from the Cashier's Office in the Student Services Building. Several bus routes serve the BCC campus directly and others serve 148th Ave. SE or the nearby Eastgate Park-and-Ride lot. The Campus Information Center has bus route maps and schedules in the hallway of the Student Union Building for easy access. Further information is available from King CountyMetro; telephone (206) 553-3000, website at *http://transit.metrokc.gov/*.

Dance

Members of the Eastside Moving Company dance ensemble work with professional choreographers in jazz, modern, hip hop, and ballet styles. A major production is held each Spring Quarter in BCC's Carlson Theater. Those participating earn 2-5 credits per quarter (see Dance p. 65).

Delta Epsilon Chi (DEC)

Delta Epsilon Chi, the post-secondary level of national DECA, is a student organization which enhances the value of education in marketing, merchandising, and management while preparing students for careers in sales, advertising, finance, retailing and wholesaling, fashion merchandising, and other marketing-oriented occupations. DEC provides opportunity for leadership development, scholastic development, vocational understanding, organizational training, and further development of professional attitudes and appearances. Students attend state and national conferences and are given the opportunity to network with professionals from business and industry. Students wishing to participate in DEC are encouraged to enroll in Marketing 290, Marketing Activities.

Drama

Each winter the Drama Department produces a mainstage production. Past plays have included "The Heidi Chronicles," "Dangerous Liaisons," and "The Fantasticks." Auditions are open to the campus community. Credit may be earned for participation in these productions, including construction and backstage work. Professional directors and designers from the Seattle area produce the plays. Each Fall and Spring Quarter the department produces a studio theater production, with open auditions, as the Drama 280 class.

The college's drama club, "StageFright," presents one fully produced production and other solo and scene presentations each year, as well as workshops with theater professionals that augment the drama department offerings. "StageFright" also sponsors a year-end trip to the Shakespeare Festival in Ashland, Oregon. "StageFright" is open to anyone in the campus community.

Fitness Center

The BCC Fitness Center offers students the opportunity to raise their present fitness levels in aerobic capacity, major muscle strength and endurance, flexibility, and body composition. Programs are developed individually and students are then guided individually in reaching their goals. Auxiliary hand weights and weight machines as well as cardiovascular machines (treadmills, stair-steps, etc.) are available for use in the Fitness Center.

Food Services

BCC Food Services manages the cafeteria, which provides good quality, reasonably priced meals throughout the day when classes are in session. Food Services also manages coffee shops and snack vending machines around campus and offers catering service for events at the college.

Honor Society: Phi Theta Kappa

Phi Theta Kappa, the national community/junior college honor society, recognizes student academic excellence and leadership potential and gives members the opportunity for involvement in leadership, travel, and campus and community service activities. An annual Honors Institute is held each June at university campuses around the nation. The honors theme is reflected in programs developed by the various chapters. Students must have a 3.5 grade-point average to be eligible for Phi Theta Kappa membership. The BCC chapter, Alpha Epsilon Rho, was founded in 1979; it is rated as one of the leading regional and national chapters. For further information, come to C225 in the Student Union or call (425) 564-3192.

Model United Nations

Model United Nations is a program that simulates activities of the United Nations and other international organizations. The simulation takes place over the course of several days, during which students deliver speeches consistent with their assigned country's point of view, negotiate with other nations, and write and vote on resolutions in an attempt to find constructive solutions to many of the major issues facing the world. Participants develop a better understanding of international relations, the politics of other nations, and how the United Nations conducts its work. In addition, they examine a variety of issues such as peacekeeping, disarmament, economic development, environmental policy, and human rights and consider the impact of political, economic, historical, social, and cultural factors on foreign policy and international diplomacy. BCC frequently sends a student team to the National Model United Nations annual conference in New York. Those wishing to participate in Model United Nations must enroll in Political Science 121 (Fall Quarter, 2 credits), Political Science 122 (Winter Quarter, 3 credits), and Political Science 123 (Spring Quarter, 5 credits).

Music

Choral Music Productions

Choral Music Productions involves students in a wide variety of performing ensembles and musical styles. The program includes BCC's Symphonic Choir, the Chamber Choir, and the vocal jazz and recording ensemble "Jazz Explosion" See the Music

Department listings for pertinent course information. Auditions are held each year for Jazz Explosion and Chamber Choir. The commitment is intended for the full year. Every quarter there are performance opportunities for all student groups.

Instrumental Music Productions

Instrumental Music Productions (IMP) is allied with the course offering Music 106A/206A reservists, BCC Jazz Band, and Music 106B, BCC Jazz Workshop. IMP is involved in concerts (on- and off-campus), tours, festivals, and recordings. Students audition for membership in the award-winning Jazz Band during Fall Quarter, making a commitment for the entire year. Other musicians can enroll in the Jazz Workshop. Auditions may be held for any available chairs during the rest of the year. The IMP experience includes combos gathered from the Jazz Band instrumentation. These combos may also tour and perform with the Jazz Band.

CWMEA Music Education Club

BCC's collegiate chapter of the Washington Music Educators' Association is open to all students interested in pursuing Music Education as a profession. Though most members are music majors, any interested student may join. Contact the faculty advisor at (425) 564-2686.

Planetarium

The Geer Planetarium is one of two planetariums in Western Washington. It is available to BCC students, visiting school groups and, on a quarterly basis, public groups. The planetarium projector replicates the positions of the sun, moon, planets, and stars onto the domed ceiling as they would actually appear in the night sky.

Publications

The Student Handbook

The Student Handbook, produced by the Student Programs Office, gives information on campus services, programs, departments, college policies, student code, etc. Handbooks are free and are available at the Campus Information Center (C106), the Student Programs Office (C212), the Student Services Center, the student union kiosks, and online at the Student Programs website *www.bcc.ctc.edu/stupro*.

Literary and Arts Annual: Arnazella

Arnazella, BCC's student-produced literary and arts publication, features essays, short stories, poetry, and art from artists and writers across the Northwest. Students may earn up to 15 elective credits for the academic year while they gain experience in editing and publishing.

Student Newspaper: The Jibsheet

BCC's student newspaper, "The Jibsheet," welcomes students, staff, and faculty who have news, editing, and advertising experience, as well as those who have curiosity but no experience. Enrollment in journalism courses is not required to participate as a Jibsheet staff member. The newspaper is entirely student-run with occasional help from a faculty advisor. Students interested in joining the newspaper staff should contact advisor James Torrence at (425) 564-2168 or *jtorrenc@bcc.ctc.edu*.

Radio Station KBCS FM 91.3

KBCS, 91.3FM, is an 8000-watt, listener-supported, non-commercial radio station licensed to Bellevue Community College. KBCS airs folk, jazz, blues, and world music along with a wide variety of news and cultural affairs programming. More information is available on the website, *kbcs.fm*. To request a sample program schedule, please call KBCS at (425) 564-2427.

Sports Programs

Intercollegiate Athletics

Anyone attending BCC is welcome to try out for BCC intercollegiate athletic teams. Registered students attend games free of charge. Equity in athletics data are available for public inspection in the Athletics Office, G100. BCC belongs to the NWAACC (Northwest Athletic Association of Community Colleges).

INTERCOLLEGIATE SPORTS

FALL

Women	Men
cross country	cross country
soccer	soccer
volleyball	

WINTER

Women	Men
basketball	basketball

SPRING

Women	Men
softball	baseball
tennis	

Intramurals and Sports Clubs

Aerobics, basketball, pickleball, and volleyball, and are just a few of the midday activities offered through BCC intramurals during Fall, Winter, and Spring Quarters. Planned and implemented by students, staff, and faculty, intramurals are a great way to keep in shape and meet people.

Student Clubs

Any group of five currently enrolled BCC students may form a student club and become eligible for funding through the ASBCC student government. Twenty to 25 clubs per year enrich the campus with diverse events and services. Students who wish to join current clubs or form new clubs should contact the Student Programs Office at (425) 564-6150 for more information. A list of current and past student clubs/organizations is available on line at *www.bcc.ctc.edu/stupro/clublist.html*.

Student Government: ASBCC

General elections are held every Spring Quarter to elect the board of students who represent the ASBCC—Associated Students of Bellevue Community College (all registered students automatically become members of ASBCC). Participation on the board offers students experience in campus-wide policy development, decision-making, and event coordination. ASBCC also helps organize and fund many campus clubs and activities. To learn more about ASBCC, visit the Student Programs website at *www.bcc.ctc.edu/stupro/stupro*.

Degrees & Certificates

Transfer Degree Planning at BCC

Accurate as of January 2003. For the most current information, see the BCC website: ***www.bcc.ctc.edu***

BCC students preparing for academic transfer can choose among three different types of transfer degrees: the Associate in Arts and Sciences Direct Transfer Agreement (DTA) degree, the Associate of Science, Track #1 (Biological Sciences), and the Associate of Science Track #2 (Physical Sciences) degree.

Students working toward the Associate in Arts and Sciences degree will take basic skills and distribution requirements to prepare themselves for more specialized study. The A.A.S. degree is thus similar to the first two years of liberal arts study at the baccalaureate college or university. For the most seamless transfer, students are strongly encouraged to see a BCC advisor or department chair when selecting the courses most appropriate for their major field of interest.

The A.S. degree programs (Track #1 and Track #2) are available for students planning to transfer into professional programs at their baccalaureate institutions, frequently in science and business related fields. Because of the sequencing of these courses, it is strongly recommended that these students meet with BCC advisors early to plan their instructional programs in detail.

Division Abbreviations

A&H = Arts & Humanities
Bus = Business
HD = Human Development
HlthSci = Health Sciences & Related Programs
Sci = Science
SocSci = Social Science

SUBJECT AREA	RECOMMENDED DEGREE A.A.S.	A.S.	BCC DIVISION	NOTES
Accounting	X		Bus	
Agriculture	X		Sci	
American Studies	X		A & H	
Anthropology	X		SocSci	
Archaeology	X		SocSci	
Architecture	X		A & H	includes Urban Planning
Art	X		A & H	includes Photography
Astronomy	X		Sci	
Biology		Track 1	Sci	
Botany		Track 1	Sci	
Business Administration	X	X	Bus	details online at *www.bcc.ctc.edu/business;* online articulated B.A. via Washington State University is available
Chemistry		Track 1	Sci	
Communications	X		A & H	includes radio & TV broadcasting
Computer Science		Track 2	Bus	details online at *www.bcc.ctc.edu/business/*
Dance	X		A & H	
Dental Hygiene	X		Sci	details online at *http://scidiv.bcc.ctc.edu/LifSci/News/advising/advising/html*
Dentistry	X		Sci	details online at *http://scidiv.bcc.ctc.edu/LifSciNews/advising/advising/html*
Drama	X		A & H	
Ecology		Track 1	Sci	
Economics	X		SocSci	
Education	X		HlthSci	
Engineering		Track 2	Sci	details online at *http://scidiv.bcc.ctc.edu/engr/engrmain.htm*
English	X		A & H	

SUBJECT AREA	RECOMMENDED DEGREE A.A.S.	A.S.	BCC DIVISION	NOTES
Environmental Science		Track 1	Sci	
Environmental Studies	X		Sci	
Ethnic Studies	X			contact the Advising Center for course recommendations
Fisheries / Wildlife	X		Sci	
Foreign Languages	X		A & H	
Forestry	X		Sci	
Geography	X		SocSci	
Geology		Track 1	Sci	
History	X		SocSci	
Home Economics	X		HlthSci	
International Studies	X		SocSci	
Journalism	X		A & H	
Law	X		SocSci	contact the Advising Center for course recommendations
Librarianship	X		A & H	contact the Advising Center for course recommendations
Mathematics	X		Sci	
Medical Technology	X		Sci	
Medicine	X		Sci	details online at *http://scidiv.bcc.ctc.edu/LifSci/News/advising/advising/html*
Meteorology		Track 2	Sci	
Microbiology		Track 1	Sci	
Music	X		A & H	
Nursing	X		HlthSci	details online at *http://scidiv.bcc.ctc.edu/LifSci/News/advising/advising/html*
Occupational Therapy	X		Sci	
Oceanography / Marine Biology		Track 1	Sci	
Pharmacy	X	Track 1	Sci	details online at *http://scidiv.bcc.ctc.edu/LifSci/News/advising/advising/html*
Philosophy	X		A & H	
Physical/Health Education	X		EdDev	
Physical Therapy	X		Sci	details online at *http://scidiv.bcc.ctc.edu/LifSci/News/advising/advising/html*
Physics		Track 2	Sci	
Political Science	X		SocSci	
Psychology	X		SociSci	
Recreation Leadership	X		HlthSci	
Social Work / Welfare	X		HD	
Society & Justice	X		SocSci	
Sociology	X		SocSci	
Speech	X		A & H	
Speech Therapy	X			contact the Advising Center for course recommendations
Veterinary Medicine	X		Sci	details online at *http://scidiv.bcc.ctc.edu/LifSci/News/advising/advising/html*

Degrees & Certificates

In order to receive a degree or certificate from BCC, students must fulfill the following general requirements:

1. BCC cumulative GPA of 2.00 (a higher admissions GPA may be required by some receiving institutions).
2. Credits and grades transferred to BCC from other colleges and universities are included in the calculation of the cumulative GPA for graduation, unless the student has completed at least one-half of the requirements at BCC.
3. Transfer credits with less than a "D" grade are not counted to satisfy a graduation requirement.
4. At least 30 of the 90 quarter credits must be completed in residence at BCC.

General Education

Bellevue Community College is committed to ensuring that graduates receive a comprehensive liberal arts education, including acquisition of essential skills and understanding of a range of intellectual perspectives. This foundation should help graduates build fulfilling and successful lives as individuals, workers, citizens, and life-long learners. Regardless of the type of degree, our goal is that every graduating student achieve competence in the general education outcome areas identified below:

Reasoning

1. Critical Thinking, Creativity, and Problem Solving
2. Quantitative / Logical
3. Research / Information Literacy

Communication

4. Reading
5. Writing
6. Listening and Speaking
7. Visual
8. Computer Literacy

Responsibility

9. Self Assessment / Life Goals
10. Group Processes
11. Ethics
12. Lifelong Learning

Cultural Traditions

13. Historical and Intellectual Perspectives
14. Aesthetic Awareness
15. Cultural Diversity

Science and Environment

16. Nature of Science
17. Science & the Natural World
18. Technology

Specific Requirements

Associate in Arts and Sciences (A.A.S.) Degree

A.A.S.-Direct Transfer Agreement (DTA)

For colleges and universities that have subscribed to the direct transfer agreement (DTA), completion of the A.A.S. degree ensures that a student will have completed most if not all of the general education requirements (GERs) or general undergraduate requirements (GURs) at the baccalaureate institution. The transfer student who has earned the A.A.S. will have junior standing at the receiving institution; however, additional language requirements, minimum GPA requirements, application deadlines, and submission of necessary documents may be required for admission.

1. Completion of 90 quarter credit hours of college-level transferable credit.
2. Completion of 45 to 60 quarter credit hours to satisfy the General Education Distribution requirements. (See A.A.S. Distribution Requirement)
3. Completion of a minimum of 15 quarter credit hours of fully-transferable elective courses, as defined by the receiving institution.
4. Completion of a minimum of 13 quarter credit hours in basic skills to meet communication and quantitative or symbolic reasoning requirements.
5. The communication skills requirement is a minimum of 10 credits that includes completion of two courses in English composition totaling not less than 6 credits, with any remaining credits in basic speech or an additional writing course.
6. The quantitative or symbolic reasoning requirement has two components:
   a. Completion of Intermediate Algebra, which is not included in the required 90 credit hours, may be satisfied in several ways:
   ~completion of a college intermediate algebra course,
   ~completion of high school mathematics through second year algebra,
   ~placement above intermediate algebra through BCC's Assessment Office, or
   ~completion of a college mathematics course for which intermediate algebra is a prerequisite.
   b. Five credits of quantitative or symbolic reasoning which may be in computer science, statistics, mathematics, or another discipline for which intermediate algebra is a prerequisite.
7. Distribution requirements are to be satisfied from the areas of humanities, social science, and natural science. They must be selected from at least three distinct disciplines with not more than 10 credits in any one discipline.
8. Specific courses within one discipline may be credited toward no more than one distribution or skill area.
9. Integrative, synthesizing courses and programs, including interdisciplinary courses and linked sequences of courses, are encouraged.
10. First-year foreign language courses are encouraged to include cultural aspects of study.

The following specific requirements must be met for the A.A.S. degree:

Written Communication Requirements

- Complete 10 credits from at least two composition courses.
- Students may not take these credits on a "pass/fail" basis.
- BCC courses that meet this requirement include:
  - ENGL 101 or COMM 141 AND ENGL 201/270, 271, 272 (COMM 141 is acceptable only if taken Summer 1996 or later)
- If the student has transferred to BCC two composition courses which total at least 6 credits, an additional designated writing course or SPCH 100, 102, 200, 220, 230 may be taken.

Quantitative or Symbolic Reasoning Requirement

- Complete 5 credits of an eligible course.
- Students may not take these credits on a "pass/fail" basis.
- BCC courses that meet this requirement include:
  - MATH 105, 107, 120, 124, 125, 126, 130, 156, 157, 208, 227, 238; PROG 110; PHIL 115, 120
- It is also REQUIRED that the student has: (1) completed high-school math through second-year algebra, OR (2) placed above Intermediate Algebra through BCC's assessment, OR (3) completed MATH 097 and 098 or MATH 099, OR (4) completed a math course for which Intermediate Algebra is a prerequisite.

Note: Students may not take distribution requirements on a "pass/fail" basis.

Humanities

- 15-20 credits in THREE distinct disciplines (subjects)
- BCC disciplines and courses that meet the humanities distribution requirement include:
  - AMST except 294-299
  - ANTH 200
  - ART* except 108, 199, 299
  - ASL+
  - CHIN+
  - COMM except 150, 199, 299
  - DANCE*
  - DRAMA* except 290, 291, 299
  - ENGL above 100 except 101, 103, 105, 106, 107, 108, 109, 201, 270, 271, 272, 273, 274, 275 ,281, 294-299
  - FRNCH+
  - GERM+
  - HIST
  - JAPAN+ except 194-197
  - MUSIC* except 299
  - SPAN+ except 299
  - PHIL except 115, 120
  - SPCH except 195, 199, 225, 294-299

**performance/studio classes are limited to a maximum of 5 credits*

\+ limited to no more than 5 credits at the 100 level in the distribution

Social Sciences

- 15-20 credits in THREE distinct disciplines (subjects)
- BCC disciplines and courses that meet the social sciences distribution requirement include:
  - AMST except 294-299
  - ANTH except 199, 200, 201, 299
  - COMM 150
  - ECON except 194-199, 294-299
  - GBUS 101
  - GEOG except 194-199, 205, 206, 294-299
  - HIST except 194-199, 294-299
  - INTST except 194-199, 294-299
  - PHIL 102, 112, 201, 240, 248, 255, 260, 265
  - POLSC except 194-199, 294-299
  - PSYCH except 194-199, 294-299
  - SOC except 194-199, 294-299
  - SPCH 225

Sciences

- 15-20 credits in THREE distinct disciplines (subjects)
- complete at least 5 credits of a lab science
- BCC disciplines and courses that meet the science distribution requirement include:
  - ANTH 201
  - ASTR except 299
  - BIOL except 199
  - BOTAN
  - CHEM except 199, 299
  - ENVSC except 299
  - GEOG 205, 206
  - GEOL except 199, 299
  - HOMEC 130
  - MATH above 100 except 199, 299
  - METR
  - NUTR
  - OCEAN
  - PHIL 115, 120
  - PHYS except 199, 299
- BCC courses that meet the Laboratory Science requirement include:
  - ASTR 105, 201
  - BIOL 100, 101, 102, 201, 202, 203, 250, 260, 261
  - BOT 110, 111, 112, 113, 120
  - CHEM 101, 102, 103, 110, 140, 150, 160, 231, 232
  - ENVSC 207, 250
  - GEOG 206
  - GEOL 101, 103, 208
  - OCEAN 101
  - PHYS 106,109, 114, 115, 116, 121, 122, 123

Electives

HARD OR SOLID

- 15-30 credits of transferable courses
- A student who intends to pursue a particular major at a baccalaureate institution should use the discipline courses as electives only, rather than to meet distribution requirements at BCC.
- Courses that are preparing student for an occupation (professional or technical) may not be used as hard or solid electives.
- No more than 15 elective credits with a "P" grade may be counted toward a degree.
- BCC disciplines and courses that may be used as hard or solid electives include:
  - Courses listed under Distribution Requirements
  - Academic 190 or 290 series courses
  - ACCTG (not ACCT)
  - ADMCJ 101
  - BA
  - BASCI
  - CS
  - EDUC 110
  - HLTH 250, 292
  - PE 101, 166, 176, 209-290 (limited to 3 credits)
  - PHIL 160, 185
- Students should check with the transfer institution if they are unsure about how BCC electives will be accepted.

FREE OR GRAY (OPTIONAL)

- MAXIMUM 15 credits
- any course NOT LISTED above that is numbered 100 or higher and is listed in the BCC course catalog
- transferable ONLY within the degree

Associate of Science Degree (A.S.)

1. A minimum of 90 quarter credits of specific requirements.
2. Students completing the Associate of Science degree will receive the same priority consideration for admission to the baccalaureate institution as those students completing the direct transfer agreement (DTA) Associate in Arts and Sciences degree and will be given junior status by the receiving institution. Students with the A.S. degree do not, however, necessarily meet the general education requirements (GERs) or general undergraduate requirements (GURs) of the receiving institution.
3. Advising is a critical element in receiving the Associate of Science, and further work–especially to clarify exactly which courses are included in each of the categories–is expected. Students are responsible for checking specific major requirements of baccalaureate institutions in the year prior to transferring.
4. Achievement of this degree will prepare the transfer student for upper division study; however, it does not guarantee admission to the major.
5. Students are strongly advised to complete course sequences at one institution (e.g., the typical three-quarter physics or biology sequence should be taken entirely at one institution).

TRACK #1—BIOLOGICAL SCIENCES, ENVIRONMENTAL/RESOURCE SCIENCES,

Chemistry, Geology, and Earth Science

(Engineering, Computer Science, Physics, and Atmospheric Sciences majors are referred to Track #2. Mathematics majors are referred to the Associate in Arts and Sciences Degree.)

1. Communications
- Minimum 5 quarter credits in college level composition course

2. Mathematics
- Two courses (10 quarter credits) required at or above introductory calculus level. (See also 4.b)

3. Humanities and social science - Minimum 15 quarter credits
- Minimum 5 quarter credits in humanities, minimum 5 quarter credits in social science, plus an additional 5 quarter credits in either humanities or social science for a total of 15 quarter credits

4. Pre-major program for Biological Sciences, Environmental/Resource Sciences, Chemistry, Geology, Earth and Atmospheric Sciences
a. Chemistry (for science majors) sequence: 15-18 quarter credits
b. Final quarter calculus or approved higher mathematics course: additional 5 quarter credits
c. Biology (for science majors) or physics (calculus-based or algebra-based) sequence: 15-18 quarter credits (see note 2)
d. Additional requirements: 10-18 quarter credits in physics, geology, organic chemistry, biology, or mathematics, consisting of courses normally taken for science majors (not for general education), preferably in a 2- or 3-quarter sequence (see note 3)

5. Remaining credits (10-15 quarter credits)
- Sufficient additional college-level credits so that total credits earned are at least 90 quarter credits. These remaining credits may include prerequisites for major courses (e.g., pre-calculus), additional major coursework, or specific general education or other university requirements, as approved by the advisor.

Notes for Track #1:

1. Courses taken under 3 should be taken after seeing an advisor. Additional general education, cultural diversity, and foreign language requirements, as required by the transfer institution, must be met prior to the completion of a baccalaureate degree.
2. Students should be advised that some baccalaureate institutions require physics with calculus to meet 4.c.
3. Biology majors should select organic chemistry or physics for the 4.d requirement.
4. Pre-calculus cannot be used to satisfy the mathematics requirement (2 above).

TRACK #2—ENGINEERING, COMPUTER SCIENCE, PHYSICS, AND ATMOSPHERIC SCIENCE

(Biological Sciences, Environmental/Resource Sciences, Chemistry, Geology, and Earth Sciences majors are referred to Track #1; Mathematics majors are referred to the Associate in Arts and Sciences Degree.)

1. Communications
- Minimum 5 quarter credits in college level composition course

2. Mathematics
- Two courses (10 quarter credits) required at or above introductory calculus level. (See also 4.d)

3. Humanities and social science - Minimum 15 quarter credits
- Minimum 5 quarter credits in humanities, minimum 5 quarter credits in social science, plus an additional 5 quarter credits in either humanities or social science for a total of 15 quarter credits

4. Pre-major Program
a. Physics (calculus-based or non-calculus based) sequence of 15-18 quarter credits including laboratory (see note 2).
b. Chemistry 140, General Inorganic and Physical Chemistry (6 credits), is required for Engineering majors. Others should select 5-6 credits of science based on advising.
c. Computer Programming: 4 credit course minimum in a programming language chosen with the help of an advisor based on the requirements of the specific discipline at the baccalaureate institution the student plans to attend.
d. Final quarter calculus or approved higher mathematics course: additional 5 quarter credits chosen with the help of an advisor based on the requirements of the specific discipline at the baccalaureate institution the student plans to attend.

5. Remaining Credits
- The remaining 31 quarter credits should be planned with the help of an advisor based on the requirements of the specific discipline at the baccalaureate institution the student selects to attend. For Engineering disciplines, these credits should include a design component consistent with ABET accreditation standards.

Notes for Track #2:

1. Courses taken under 3 above must come from the current ICRC distribution list in order to count as General Education or General Undergraduate Requirements (GERs/GURs) at the receiving institution. Additional general education, cultural diversity, and foreign language requirements, as required by the transfer institution, must be met prior to the completion of a baccalaureate degree.
2. Students should be advised that some baccalaureate programs require physics with calculus to meet 4.a.

Associate in Arts in General Studies (A.A.G.S.)

1. Completion of 90 quarter credit hours, three of which are recommended to be activity courses in physical education.
2. At least 60 credits must be taken from courses numbered 100 or above.
3. At least 30 of the 90 quarter credit hours for the A.A.G.S. degree must be completed in residence at BCC.
4. Minimum completion of English 092 or above AND Math 075 or above to satisfy communication and quantitative or symbolic reasoning requirements.
5. Recommended total of 30 credits or a minimum of 10 credits each in humanities, social sciences, and natural sciences areas.
6. Although the degree may contain transferable courses, the transferability of courses remains the sole prerogative of the institution to which students are transferring.

Associate in Arts Degree (A.A.) and Certificates

1. At least 30 of the 90 quarter credit hours for the A.A. degree MUST be completed in residence at BCC. At least one-third of the required credits for a certificate MUST be completed in residence at BCC.
2. Specific courses may be credited toward no more than one requirement or skill area.
3. Students must receive approval from program chairs for course equivalencies or requirements previously completed.
4. Certain programs have provisions that coursework completed to satisfy degree or certificate requirements must be current. Previously-completed credits may have exceeded the maximum length of time which can lapse from time of completion (whether the credits were completed at BCC or at another institution).
5. The transferability of courses remains the sole prerogative of the institution to which students are transferring.
6. Specific course requirements for each degree and certificate may be altered to reflect the needs of industry and students or availability of resources.

Professional/Technical Degrees & Certificates at BCC

Accurate as of January 2003. For the most current information, see the BCC website: **www.bcc.ctc.edu**

BCC offers a broad selection of credit and non-credit programs in professional and technical fields. The degrees and certificates currently available are grouped by general categories below. The numbers in the A.A. degree and credit certificate columns are the total credits required. In most cases, a full-time student can complete a 90-credit program in two academic years, a 45-credit program in one academic year, a 30-credit program in two quarters, and so on. The non-credit certificates can be completed within 4-7 months.

A # sign indicates a program with selective admissions criteria. Students in these programs should contact the department for entrance requirements, application timelines, and other details; they must still complete the regular BCC admissions process as well.

Division Abbreviations

A&H = Arts & Humanities
Bus = Business
CE = Continuing Education
HlthSci = Health Sciences & Related Programs
SocSci = Social Science
Tel = Telecommunications

CATEGORY DEGREE/CERTIFICATE NAME	A.A. DEGREE	CREDIT CERTIFICATE	NON-CREDIT CERTIFICATE	BCC DIVISION	BCC DEPARTMENT
APPLIED ARTS					
Interior Design	153			A&H	Interior Design
Public Art			X	C E	Art-Zones
BUSINESS PROFESSIONS					
Accounting Information Systems		20		Bus	Accounting—Paraprofessional
Administrative Assistant		48		Bus	Business Technology Systems
Bookkeeping		30		Bus	Accounting—Paraprofessional
Business Software Specialist		30-31		Bus	Business Technology Systems
E-Commerce Specialist	90	30		Bus	E-Commerce
Entrepreneurship		30		Bus	General Business Management
General Business Management	90			Bus	General Business Management
Human Resources Management			X	C E	Business & Prof Development
Marketing Management	91			Bus	Marketing Management
Non-Profit Management			X	C E	Business & Prof Development
Office Assistant		21		Bus	Business Technology Systems
Office Manager	90-91			Bus	Business Technology Systems
Paraprofessional Accounting	90	45		Bus	Accounting--Paraprofessional
Project Management		20		Bus	General Business Management
Project Management			X	C E	Business & Prof Development
Real Estate		20		C E	Real Estate
Appraisal	90	21.5		C E	Real Estate
Escrow	90	20		C E	Real Estate
Mortgage Finance	90	23		C E	Real Estate
Residential Practices	90			C E	Real Estate
Title Insurance	90	20		C E	Real Estate
Retail Management		30		Bus	Marketing Management
Sales & Marketing		28/48		Bus	Marketing Management
COMMUNICATIONS					
Technical Communications					
Information Design			X	C E	Technical Communications
Professional/Technical Editing			X	C E	Technical Communications
Programmer/Editor			X	C E	Technical Communications
Programmer/Writer			X	C E	Technical Communications
Programmer, Tester, Product Support Specialist			X	C E	Technical Communications
Technical Writing			X	C E	Technical Communications
Translation & Interpretation #		22		C E	World Languages

CATEGORY DEGREE/CERTIFICATE NAME	A.A. DEGREE	CREDIT CERTIFICATE	NON-CREDIT CERTIFICATE	BCC DIVISION	BCC DEPARTMENT
COMPUTERS & TECHNOLOGY					
Advanced Animation & Graphics		48		Bus	Digital Communications
Advanced Video Production		48		Bus	Digital Communications
Advanced Web Multimedia		48		Bus	Digital Communications
Animation & Graphics	101	48-50		Bus	Digital Communications
Applications Developer #			X	C E	Fast Track
Business Software Specialist		30-31		Bus	Business Technology Systems
Business Web Developer (MCP) #			X	C E	Fast Track
C# Developer		31		Bus	Digital Communications
Cisco Internetworking (CCNA) #		33.5-38.5		C E	Fast Track
Cisco Support Technician		46		Bus	Information Technology
Computing Security Professional		50		Bus	Information Technology
Database Administration	90	45		Bus	Database Administration
Digital Video Production	91	48-50		Bus	Digital Communications
Internet Application Development	91	48-50		Bus	Digital Communications
Java Developer		31		Bus	Digital Communications
Media Theory	91	48-50		Bus	Digital Communications
Microcomputer Support Specialist		45		Bus	Information Technology
Microsoft Certified Database Administrator (MCDBA) #		33.5-40.5		C E	Fast Track
Microsoft Certified Systems Administrator (MCSA) #		31.5-36.5		C E	Fast Track
Microsoft Certified Systems Engineer (MCSE) #		39.5-44.5		C E	Fast Track
Microsoft Network Support		45		Bus	Information Technology
Mobile Computing	91			Bus	Digital Communications
.NET Applications Developer #			X	C E	Fast Track
Network Services & Computing Systems	91			Bus	Information Technology
Oracle Database Professional (OCP) #			X	C E	Fast Track
Programming (C++ or client/server)	90	45		Bus	Information Technology
Technical Support	90			Bus	Information Technology
Technical Support #		35-42		C E	Fast Track
Web Multimedia Authoring	91	48-50		Bus	Digital Communications
Wired & Wireless Communications Technology #			X	C E	Fast Track
EDUCATION					
Early Childhood Education	90	45		HlthSci	Early Childhood Education
Early Childhood Special Education	90	58		HlthSci	Early Childhood Education
Infant & Toddler Care		18		HlthSci	Early Childhood Education
Recreation Leadership	94			HlthSci	Recreation Leadership
HEALTH					
Alcohol & Drug Studies		63		HlthSci	Alcohol & Drug Studies
Diagnostic Ultrasound #	122			HlthSci	Diagnostic Ultrasound
Medical Transcription #			X	C E	(under development)
Nuclear Medicine Technology #		64		HlthSci	Nuclear Medicine Technology
Nursing #	116			HlthSci	Nursing (Associate Degree)
Professional Herbalist			X	C E	Explore!
Radiation Therapy #	119	84		HlthSci	Radiation Therapy
Radiologic Technology #	101			HlthSci	Radiologic Technology
PUBLIC SAFETY					
Administration of Criminal Justice	90			SocSci	Admin of Criminal Justice
Fire Command & Administration	90	45		HlthSci	Fire Command & Admin
Fire Investigation	92			HlthSci	Fire Investigator
Fire Prevention Specialist	90			HlthSci	Fire Prevention Specialist
Fire Science (entry-level firefighter)	90			HlthSci	Fire Science

Professional/Technical Programs

Course titles are abbreviated in these program outlines. Please see course descriptions, pages 51-120, for complete titles and course content.

Accounting—Paraprofessional

This program offers excellent academic options for students to enter the growing field of accounting through degree and certificate programs. The Bookkeeping Certificate of Accomplishment is designed to prepare students for employment as full-charge bookkeepers. The credits earned for the certificate may be applied to the degree program. The Paraprofessional Accounting Certificate of Achievement emphasizes practical skills for those who seek early employment but may wish to work toward a degree later. The Associate in Arts degree provides a strong background in accounting and business skills. The degree prepares graduates for immediate accounting positions and future supervisory roles in business and government. Students are given a well-rounded background to allow rapid advancement to middle management level within an organization.

Students should contact the Business Division regarding changes to program requirements.

Associate in Arts Degree

Paraprofessional Accounting

Course No.	Course Name	Credit Hrs.
ACCT 101	Practical Accounting I	5
ACCT 102	Practical Accounting II	5
ACCT 135	Business Payroll Tax Accounting	5
ACCT 172	Small Bus Computerized Acctg	5
ACCT 234	Managerial Accounting	5
ACCT 240	Computerized Accounting	5
ACCT 250	Intermediate Accounting	5
ACCT 260	Accounting for Non-Profits	5
ACCT 270	Cost Accounting	5
ACCT 285	Federal Income Taxes	5
BTS 161	Computer & Software Fundamentals	5
BTS 165	Spreadsheet Applications	5
BTS 168	Database Applications	5
ENGL 101	Written Expression	5
ENGL 270	Professional Report Writing	5
G BUS 101	Intro to Business	5
G BUS 145	Business Mathematics	5
G BUS 202	Law & Business	5
TOTAL		**90**

Certificate of Achievement

Paraprofessional Accounting

Course No.	Course Name	Credit Hrs.
ACCT 101	Practical Accounting I	5
ACCT 102	Practical Accounting II	5
ACCT 135	Business Payroll Tax Accounting	5
BTS 161	Computer & Software Fundamentals	5
BTS 165	Spreadsheet Applications	5
BTS 168	Database Applications	5
ENGL 101	Written Expression	5
G BUS 101	Intro to Business	5
G BUS 145	Business Mathematics	5
TOTAL		**45**

Certificate of Accomplishment

Bookkeeping

Course No.	Course Name	Credit Hrs.
ACCT 101	Practical Accounting I	5
ACCT 102	Practical Accounting II	5
ACCT 135	Business Payroll Tax Accounting	5
ACCT 172	Small Bus Computerized Acctg	5
BTS 161	Computer & Software Fundamentals	5
G BUS 145	Business Mathematics	5
TOTAL		**30**

Certificate of Accomplishment

Accounting Information Systems

Course No.	Course Name	Credit Hrs.
Choose one of the following:		*5*
ACCT 101	Practical Accounting I (5 Cr)	
ACCTG 210	Fundamentals of Accounting (5 Cr)	
Choose one of the following:		*5*
ACCT 234	Managerial Accounting (5 Cr)	
ACCTG 230	Basic Accounting Analysis (5 Cr)	
Choose one of the following:		*5*
BTS 109	Business Communications (5 Cr)	
ENGL 101	Written Expression (5 Cr)	
ACCT 245	Accounting Information Systems	5
TOTAL		**20**

BCC programs and curricula are subject to change. For the most up-to-date information about course content and degree or certificate requirements, go to ***www.bcc.ctc.edu***

Administration of Criminal Justice

This program is designed for students who plan to pursue a career in law enforcement, law community based-social services, and other criminal justice related fields. The Administration of Criminal Justice vocational degree is designed for those who wish to earn a two-year degree and begin pursuing occupational opportunities in the field of their choice. Employment opportunities in the criminal justice field are projected to be strong in the State of Washington and throughout the nation. Prospective criminal justice practitioners should be aware that stringent entry-level requirements exist. Applicants are encouraged to consult with an advisor prior to their entry into the program. Please consult with the program chair regarding changes to graduation requirements.

Associate in Arts Degree

Administration of Criminal Justice

Course No.	Course Name	Credit Hrs.
CORE REQUIREMENTS		
Choose 40 credits from the following:		*40*
ADMCJ 101	Survey of Law Enforcement & Administration (5 Cr)	
ADMCJ 102	Survey of Police Organization & Administration (5 Cr)	
ADMCJ 104	Introduction to Criminal Law (5 Cr)	
ADMCJ 200	Criminal Evidence & Procedures–Police Officer (5 Cr)	
ADMCJ 202	Principles of Criminal Investigation (5 Cr)	
ADMCJ 204	Constitutional Criminal Procedure (5 Cr)	
ADMCJ 206	Community-Oriented Policing (5 Cr)	
ADMCJ 248	Ethics in Criminal Justice (5 Cr)	
ADMCJ 253	Principles of Drug & Alcohol Enforcement (5 Cr)	
ADMCJ 271	Introduction to Criminology (5 Cr)	
TOTAL		**40**
ACADEMIC REQUIREMENTS		
ENGL 201	The Research Paper	5
SPCH 200	Interpersonal Communications	5
101 or above	Foreign Language (any language)	5
TOTAL		**15**

SOCIAL SCIENCE REQUIREMENTS

Choose 15 credits from the following:		*15*
ANTH 202	Cultural Anthropology (5 Cr)	
POLSC 102	American Government & Politics (5 Cr)	
PSYCH 100	Introduction to Psychology (5 Cr)	
SOC 110	Introduction to Sociology (5 Cr)	
TOTAL		**15**
GRAND TOTAL		**90**

Alcohol & Drug Studies

This certificate program provides the skills and knowledge required for counseling in the field of chemical dependency. The program is designed for the student who is completing state-defined requirements to become a chemical dependency counselor and provides the additional courses necessary for certification. The program also offers information for students needing to know about chemical dependency and its effects on the individual, the family, and society.

Bellevue Community College also offers Chemical Dependency Training for Health Care Professionals who possess a B.A., M.A., M.S.W., M.C., or Ph.D. degree in Human Services and who are already working in the health care industry and desire certification as Chemical Dependency Professionals. To qualify, an individual must have completed coursework in psychology (developmental and abnormal), understanding addiction, family systems or dynamics, HIV/AIDS brief risk intervention training, case management, and clinical evaluation involving the use of the DSM IV. The program is designed like an interdisciplinary course except that all of the coursework will translate into ALDAC credit and utilizes a cohort approach to learning.

For more information, students should contact Paul Weatherly, program director and advisor, (425) 564-2012.

Certificate of Achievement

Alcohol & Drug Studies

Course No.	Course Name	Credit Hrs.
ALDAC 101	Understanding Addiction: Effects on Human Behavior & Society	3
ALDAC 102	Physiological Actions of Alcohol & Other Drugs	3
ALDAC 103	Intro to Counseling & Helping Professions	3
ALDAC 105	Chemical Dependency & the Family	3
ALDAC 106	Chemical Dependency Counseling Techniques	3
ALDAC 108	Case Management: Chemically Dependent Client	3
ALDAC 150	Relapse Prevention	2
ALDAC 160	Cultural Diversity in Addiction Counseling	2
ALDAC 204	Adolescent Addiction	2
ALDAC 206	Group Process in Chemical Dependency Treatment	3
ALDAC 207	HIV/AIDS Risk Intervention & Blood Borne Pathogens	1
ALDAC 212	Ethics & Professionalism in Chemical Dependency	2
ALDAC 215	Chemical Dependency & the Law	2
ALDAC 220	Addiction Counseling Clinical Practicum	3
ALDAC 230	Intro to Family Systems: Intervention & Prevention	3

GENERAL EDUCATION REQUIREMENTS

ENGL 101	Written Expression	5
PSYCH 100	Intro to Psychology	5
PSYCH 200	Abnormal Psychology	5
PSYCH 204	General Developmental Psych	5
SPCH 200	Interpersonal Communications	5
TOTAL		**63**

Business Technology Systems

This program emphasizes the technological changes occurring in the office, where employment opportunities increase dramatically for those who are computer-competent and skilled in operating a variety of software applications.

The certificate programs enable students to become computer literate, gain competency working with the most current business software applications, and learn to perform office functions. Credits earned in the certificate programs may be applied toward the office manager degree.

Degree graduates develop additional skills in office administration and supervision, learn to assume responsibility, exercise initiative, make decisions, and perform a full range of office tasks. The degree prepares students for positions such as office manager; executive and administrative assistant; office assistant, and secretary.

The certificate programs prepare students for general office work in positions such as administrative assistant, office assistant, secretary and receptionist.

Associate in Arts Degree

Office Manager

Course No.	Course Name	Credit Hrs.
ACCT 101	Practical Accounting I	5
ACCT 102	Practical Accounting II	5
BTS 104	Keyboarding Review & Speed Building	3
BTS 109	Business Communications	5
BTS 110	E-Communications	5
BTS 161	Computer & Software Fundamentals	5
BTS 163	Word Processing Applications	5
BTS 165	Spreadsheet Applications	5
BTS 168	Database Applications	5
BTS 172	Managing Office Technology	5
BTS 250	Office Administration	5
BTS 293	Teaching Technology	5
ENGL 101	Written Expression	5
ENGL 270	Professional Report Writing	5
Choose one from the following:		*5*
G BUS 120	Organizational Behavior (5 Cr)	
G BUS 221	Human Resource Mgt (5 Cr)	
G BUS 145	Business Mathematics	5
MKTG 110	Client/Customer Relations	5
Science		5-6
Approved elective		2
TOTAL		**90-91**

Certificate of Achievement

Administrative Assistant

Course No.	Course Name	Credit Hrs.
BTS 104	Keyboarding Review & Speed Building	3
BTS 109	Business Communications	5
BTS 110	E-Communications	5
BTS 161	Computer & Software Fundamentals	5
BTS 163	Word Processing Applications	5
BTS 165	Spreadsheet Applications	5
BTS 172	Managing Office Technology	5
BTS 250	Office Administration	5
G BUS 145	Business Mathematics	5
MKTG 110	Client/Customer Relations	5
TOTAL		**48**

Certificate of Accomplishment

Office Assistant

Course No.	Course Name	Credit Hrs.
BTS 141	Presentation Applications: Introductory	1
BTS 142	Presentation Applications: Intermediate	1
BTS 143	Presentation Applications: Advanced	1
BTS 144	Personal Info Manager (Outlook)	3
BTS 161	Computer & Software Fundamentals	5
BTS 163	Word Processing Applications	5
BTS 165	Spreadsheet Applications	5
TOTAL		**21**

Certificate of Accomplishment

Business Software Specialist

Course No.	Course Name	Credit Hrs.
BTS 161	Computer & Software Fundamentals	5
BTS 163	Word Processing Applications	5
BTS 165	Spreadsheet Applications	5
BTS 168	Database Applications	5

Choose any two of the following for 10-11 credits:		*10-11*
BTS 110	E-Communications (5 Cr)	
BTS 141	Presentation Applications Introductory (1 Cr)	
BTS 167	Desktop Publishing (5 Cr)	
BTS 172	Managing Office Technology (5 Cr)	
BTS 280	Project Mgt Applications (5 Cr)	
BTS 293	Teaching Technology (5 Cr)	
TOTAL		**30-31**

Note: For online students, we will substitute TECH 215 for BTS 172, and add BTS 104 (3 Cr) and BTS 141 (1 Cr) to the list of choices.

Database Administration

Associate in Arts Degree

Database Administration

Course No.	Course Name	Credit Hrs.
BTS 168	Database Applications	5
DBA 130	Database Theory	5
IT 101	Intro to Info Technology	5
PROG 160	Systems Analysis & Design	5
PROG 235	Operating Systems	5
DBA TRACK COURSES (45 CR)		
DBA 200	Managing a Database-Driven Website	5
DBA 210	Database Server Progr Logic	5
DBA 232	Database Administration	5
IT 103	Networking Basics	5
IT 131	Programming Business Solutions	5
PROG 110	Intro to Programming	5
Approved electives		15
GENERAL EDUCATION (20 CR):		
ENGL 101	Written Expression	5
ENGL 270	Professional Report Writing	5
G BUS 101	Intro to Business	5
SPCH 225	Small Group Communication	5
TOTAL		**90**

Certificate of Achievement

Database Administration

Course No.	Course Name	Credit Hrs.
BTS 168	Database Applications	5
ENGL 270	Professional Report Writing	5
DBA 200	Managing a Database-Driven Website	5
DBA 130	Database Theory	5
DBA 210	Database Server Progr Logic	5
DBA 232	Database Administration	5
IT 103	Network Basics	5
PROG 110	Intro to Programming	5
PROG 160	Systems Analysis & Design	5
TOTAL		**45**

Digital Communications

URL: http://www.bcc.ctc.edu/mct/

Designed for students interested in using, creating, and managing high-quality media communication resources for education, business, industrial, and personal needs. The primary focus is on the production and utilization of video, World Wide Web digital technologies, and digital graphics and animation for on-screen delivery.

The degree and certificate programs offer options for students in various specialized media fields. Students considering certificate programs should already have some media production and computer skills.

Students must either complete or test out of the following prerequisites before beginning the program:

- ENGL 092: Developmental English or English 093 - Composition for Non-Native Speakers (5 Cr)
- MEDIA 109: Computer Essentials for Digital Media (5 Cr)

Media 109 does not count as an elective for the program.

Please note: Course content in Digital Communications is subject to change based upon industry demand and/or innovations in technology.

ANIMATION & GRAPHICS

The Animation & Graphics Program offers the opportunity to develop basic/intermediate skills of illustration, image manipulation, and design. Students will develop competencies in their use of industry standard vector drawing and raster image software and understand their application to the production of video, web pages, 2D and 3D animation.

Associate in Arts Degree

Animation & Graphics

Course No.	Course Name	Credit Hrs.
THEORY CORE REQUIREMENTS		
ENGL 101	Written Expression	5
Choose one of the following:		*5*
MEDIA 101	Exploring the Digital Future (5 Cr)	
MEDIA 105	Digital Design & Storytelling (5 Cr)	
Choose one of the following:		*5*
MEDIA 102	Techniques & Technology of Persuasion (5 Cr)	
MEDIA 103	Media & Messages (5 Cr)	
MEDIA 104	Multicultural Media Images (5 Cr)	
MEDIA 106	Writing for the Web (5 Cr)	
MEDIA 108	Media/Digital Law & Ethics (5 Cr)	
MEDIA 113	Design for Screen Media (5 Cr)	
MEDIA 119	History of Animation (5 Cr)	
MEDIA 185	Philosophical Issues in Tech (5 Cr)	
ANIMATION CORE REQUIREMENTS		
ANIM 115	Drawing for Animation I	5
ANIM 116	Drawing for Animation II	5
ANIM 120	Animation Foundations	5
ANIM 121	Imaging Foundations	5
ANIM 220	Raster Images	5
ANIM 230	2-D Animation I	5
ANIM 240	3-D Animation I	5
Choose Track 1 or Track 2:		*20*
TRACK 1: 2-D WEB ANIMATION SPECIALTY REQUIREMENTS		
ANIM 222	Vector Images & Illustrations (5 Cr)	
ANIM 231	2-D Animation II (5 Cr)	
IDEV 111	Web Dev Foundations (5 Cr)	
WEBMM 110	Web Multimedia Foundations (5 Cr)	
OR		
TRACK 2: 3-D COMPOSITING SPECIALTY REQUIREMENTS		
ANIM 241	3-D Animation II (5 Cr)	
VIDEO 112	Video Foundations (5 Cr)	
VIDEO 224	Motion Graphics I (5 Cr)	
VIDEO 225	Motion Graphics II (5 Cr)	
EXIT CORE REQUIREMENTS		
MEDIA 216	Scripting for Film, Video, & Multimedia	5
MEDIA 245	Production Practice	3
MEDIA 248	Portfolio & Employment	3
MEDIA 250	Internship in Media	5
Approved electives		15
TOTAL		**101**

Certificate of Achievement

Animation & Graphics

Course No.	Course Name	Credit Hrs.
CORE REQUIREMENTS		
ANIM 115	Drawing for Animation I	5
ANIM 120	Animation Foundations	5
ANIM 121	Imaging Foundations	5
SPECIFIC ENDORSEMENT REQUIREMENTS		
ANIM 220	Raster Images	5
ANIM 230	2-D Animation I	5
ANIM 240	3-D Animation I	5
VIDEO 112	Video Foundations	5
VIDEO 224	Motion Graphics I	5
WEBMM 110	Web Multimedia Foundations	5
EXIT CORE REQUIREMENTS		
Choose one of the following:		*3-5*
MEDIA 248	Portfolio & Employment (3 Cr)	
MEDIA 250	Internship in Media (5 Cr)	
TOTAL		**48-50**

Certificate of Achievement

Advanced Animation & Graphics

Course No.	Course Name	Credit Hrs.
ANIM 271	Production Systems	4
ANIM 272	Technical Ops for Animation	4
ANIM 273	Production Practicum I	4
ANIM 274	Production Design	4
ANIM 275	Advanced Animation I	4
ANIM 276	Production Practicum II	4
ANIM 277	Production Management	4
ANIM 278	Advanced Animation II	4
ANIM 279	Production Practicum III	4
ANIM 280	Production Portfolio	3
ANIM 281	Career Preparation	6
ANIM 282	Production Practicum IV	3
TOTAL		**48**

DIGITAL VIDEO PRODUCTION

The Digital Video program allows students the opportunity to develop a working skill set in both traditional and digital video production. Course work includes gaining competency in the use of non-linear digital editing software and distributing video over the Web.

Associate in Arts Degree

Digital Video Production

Course No.	Course Name	Credit Hrs.
THEORY CORE COURSES		
ENGL 101	Written Expression	5
Choose one of the following:		*5*
MEDIA 101	Exploring the Digital Future (5 Cr)	
MEDIA 105	Digital Design & Storytelling (5 Cr)	
Choose one of the following:		*5*
MEDIA 102	Techniques & Technology of Persuasion (5 Cr)	
MEDIA 103	Media & Messages (5 Cr)	
MEDIA 104	Multi-Cultural Media Images (5 Cr)	
MEDIA 106	Writing for the Web (5 Cr)	
MEDIA 108	Media/Digital Law & Ethics (5 Cr)	
MEDIA 113	Design for Screen Media (5 Cr)	
MEDIA 119	History of Animation (5 Cr)	
MEDIA 185	Philosophical Issues in Tech (5 Cr)	
Choose one of the following:		*5*
ANIM 120	Animation Foundations (5 Cr)	
WEBMM 110	Web Multimedia Foundations (5 Cr)	
ANIM 121	Imaging Foundations	5
VIDEO 112	Video Foundations	5
VIDEO 122	Audio & Recording I	5
VIDEO 210	Video Editing & Streaming	5
VIDEO 215	Video Field Production	5
VIDEO 218	Video Studio Production	5
VIDEO 221	Intermediate Video Production	5
VIDEO 224	Motion Graphics I	5
Choose one of the following:		*5*
VIDEO 213	Audio & Recording II (5 Cr)	
VIDEO 225	Motion Graphics II (5 Cr)	
MEDIA 216	Scripting for Film, Video, & Multimedia	5
MEDIA 245	Production Practice	3
MEDIA 248	Portfolio & Employment	3
MEDIA 250	Internship in Media	5
Electives		10
TOTAL		**91**

BCC programs and curricula are subject to change. For the most up-to-date information about course content and degree or certificate requirements, go to ***www.bcc.ctc.edu***

Certificate of Achievement

Digital Video Production

Course No.	Course Name	Credit Hrs.
Choose one of the following:		*5*
ANIM 120	Animation Foundations (5 Cr)	
WEBMM 110	Web Multimedia Foundations (5 Cr)	
ANIM 121	Imaging Foundations	5
VIDEO 112	Video Foundations	5
VIDEO 122	Audio & Recording I	5
VIDEO 210	Video Editing & Streaming	5
VIDEO 215	Video Field Production	5
VIDEO 218	Video Studio Production	5
VIDEO 221	Intermediate Video Production	5
VIDEO 224	Motion Graphics I	5
Choose one of the following:		*3-5*
MEDIA 248	Portfolio & Employment (3 Cr)	
MEDIA 250	Internship in Media (5 Cr)	
TOTAL		**48-50**

Certificate of Achievement

Advanced Video Production

Course No.	Course Name	Credit Hrs.
VIDEO 271	Production Systems	4
VIDEO 272	Technical Operations for Video	4
VIDEO 273	Production Practicum I	4
VIDEO 274	Production Design	4
VIDEO 275	Computer-Video Integration I	4
VIDEO 276	Production Practicum II	4
VIDEO 277	Production Management	4
VIDEO 278	Computer-Video Integration II	4
VIDEO 279	Production Practicum III	4
VIDEO 280	Production Portfolio	3
VIDEO 281	Career Preparation	6
VIDEO 282	Production Practicum IV	3
TOTAL		**48**

INTERNET APPLICATION DEVELOPMENT

Combining elements of Programming and Graphic Design, the Internet Application Development Program instructs students on how to create both the mechanics and the visual interface of Internet-based applications. Current technologies covered are: HTML, Javascript, CSS, Java, C#, ASP, and SQL.

Associate in Arts Degree

Internet Application Development

Course No.	Course Name	Credit Hrs.
ENGL 101	Written Expression	5
MATH 130	Finite Math for Info Technology	5
G BUS 101	General Business	5
Choose one of the following:		*5*
MEDIA 101	Exploring the Digital Future (5 Cr)	
MEDIA 105	Digital Design & Storytelling (5 Cr)	
Choose one of the following:		*5*
MEDIA 102	Techniques & Technology of Persuasion (5 Cr)	
MEDIA 103	Media & Messages (5 Cr)	
MEDIA 104	Multicultural Media Images (5 Cr)	
MEDIA 106	Writing for the Web (5 Cr)	
MEDIA 108	Media/Digital Law & Ethics (5 Cr)	
MEDIA 113	Design for Screen Media (5 Cr)	
MEDIA 119	History of Animation (5 Cr)	
MEDIA 185	Philosophical Issues in Tech (5 Cr)	
ANIM 121	Imaging Foundations	5
IDEV 111	Web Development Foundations	5
IDEV 211	Client-Side Scripting	5
IDEV 212	Server-Side Scripting	5
IDEV 220	Java Programming I	5
IDEV 221	Java Programming II	5
IDEV 222	Java Programming III	5
IDEV 240	Server Systems	5
MEDIA 245	Production Practices	3
MEDIA 248	Portfolio & Employment	3
MEDIA 250	Internship in Media	5
WEBMM 110	Web Multimedia Foundations	5
WEBMM 230	Web Design & Development I	5
WEBMM 231	Web Design & Development II	5
TOTAL		**91**

Certificate of Achievement

Internet Application Development

Course No.	Course Name	Credit Hrs.
INTRODUCTORY CORE COURSES		
ANIM 121	Imaging Foundations	5
IDEV 111	Web Development Foundations	5
WEBMM 110	Web Multimedia Foundations	5

REQUIRED COURSES

IDEV 211	Client-Side Scripting	5
IDEV 212	Server-Side Scripting	5
IDEV 220	Java Programming I	5
IDEV 221	Java Programming II	5
WEBMM 230	Web Design & Development I	5
WEBMM 231	Web Design & Development II	5
Choose one of the following:		*3-5*
MEDIA 248	Portfolio & Employment (3 Cr)	
MEDIA 250	Internship in Media (5 Cr)	
TOTAL		**48-50**

Certificate of Accomplishment

Java Developer

Course No.	Course Name	Credit Hrs.
IDEV 111	Web Development Foundations	5
IDEV 211	Client-Side Scripting	5
IDEV 220	Java Programming I	5
IDEV 221	Java Programming II	5
IDEV 222	Java Programming III	5
MEDIA 245	Production Practice	3
MEDIA 248	Portfolio & Employment	3
TOTAL		**31**

Certificate of Accomplishment

C# Developer

Course No.	Course Name	Credit Hrs.
IDEV 111	Web Development Foundations	5
IDEV 211	Client-Side Scripting	5
IDEV 230	C# Programming I	5
IDEV 231	C# Programming II	5
IDEV 232	C# Programming III	5
MEDIA 245	Production Practice	3
MEDIA 248	Portfolio & Employment	3
TOTAL		**31**

MEDIA THEORY

Associate in Arts Degree

Media Theory

Course No.	Course Name	Credit Hrs.
ENGL 101	Written Expression	5
Choose one of the following:		*5*
ENGL 270	Professional Report Writing (5 Cr)	
ENGL 271	Expository Writing (5 Cr)	
MEDIA 101	Exploring the Digital Future	5
MEDIA 102	Techniques & Technology of Persuasion	5
MEDIA 103	Media & Messages	5
MEDIA 104	Multicultural Media Images	5
MEDIA 105	Digital Design & Storytelling	5
MEDIA 113	Design for Screen Media	5
MEDIA 117	Design Usability	5
Choose one of the following:		*5*
MEDIA 108	Media/Digital Law & Ethics (5 Cr)	
MEDIA 114	Digital Law & Contracts (5 Cr)	
Choose one of the following:		*15*
ANIM 120	Animation Foundation (5 Cr)	
ANIM 121	Imaging Foundations (5 Cr)	
IDEV 111	Web Dev Foundations (5 Cr)	
VIDEO 112	Video Foundations (5 Cr)	
VIDEO 122	Audio & Recording I (5 Cr)	
WEBMM 110	Web Multimedia Foundations (5 Cr)	

EXIT CORE COURSES

MEDIA 216	Scripting for Film, Video, & Multimedia	5
MEDIA 245	Production Practices	3
MEDIA 248	Portfolio & Employment	3
MEDIA 250	Internship in Media	5
Electives		10
TOTAL		**91**

Certificate of Achievement

Media Theory

Course No.	Course Name	Credit Hrs.

REQUIRED COURSES

MEDIA 101	Exploring the Digital Future	5
MEDIA 102	Techniques & Technology of Persuasion	5
MEDIA 103	Media & Messages	5
MEDIA 105	Digital Design & Storytelling	5
MEDIA 113	Design for Screen Media	5
MEDIA 117	Design Usability	5
Choose one of the following:		*5*
MEDIA 108	Media/Digital Law & Ethics (5 Cr)	
MEDIA 114	Digital Law & Contracts (5 Cr)	
Choose one of the following:		*5*
ANIM 120	Animation Foundation (5 Cr)	
ANIM 121	Imaging Foundations (5 Cr)	
IDEV 111	Web Dev Foundations (5 Cr)	
VIDEO 112	Video Foundations (5 Cr)	
VIDEO 122	Audio & Recording I (5 Cr)	
WEBMM 110	Web Multimedia Foundations (5 Cr)	

EXIT CORE COURSES

MEDIA 216	Scripting for Film, Video, & Multimedia	5
Choose one of the following:		*3-5*
MEDIA 248	Portfolio & Employment (3 Cr)	
MEDIA 250	Internship in Media (5 Cr)	
TOTAL		**48-50**

MOBILE COMPUTING

The Mobile Computing program prepares students to develop content and applications for the mobile environment. Students will learn the capabilities and constraints of mobile technologies, and the trends in mobile business and user applications. They will develop content for the mobile environment, script existing Web pages for mobile applications, develop voice-driven applications, and develop business applications based on localization of users.

Associate in Arts Degree

Mobile Computing

Course No.	Course Name	Credit Hrs.

REQUIRED COURSES

ENGL 101	Written Expression	5
MATH 130	Finite Math for Info Technology	5
Choose one of the following:		*5*
ECOMM 102	E-Commerce Basics (5 Cr)	
G BUS 101	Intro to Business (5 Cr)	
Choose one of the following:		*5*
MEDIA 101	Exploring the Digital Future (5 Cr)	
MEDIA 105	Digital Design & Storytelling (5 Cr)	
Choose one of the following:		*5*
MEDIA 102	Techniques & Technology of Persuasion (5 Cr)	
MEDIA 103	Media & Messages (5 Cr)	
MEDIA 104	Multicultural Media Images (5 Cr)	
MEDIA 106	Writing for the Web (5 Cr)	
MEDIA 108	Media/Digital Law & Ethics (5 Cr)	
MEDIA 113	Design for Screen Media (5 Cr)	
MEDIA 114	Digital Law & Contracts (5 Cr)	
MEDIA 117	Design Usability (5 Cr)	
MEDIA 119	History of Animation (5 Cr)	

CORE COURSES

IDEV 111	Web Development Foundations	5
IDEV 211	Client-Side Scripting	5
IDEV 212	Server-Side Scripting	5
IDEV 226	Secure Programming Tools	5
IDEV 230	C# Programming I	5
IDEV 231	C# Programming II	5
MOBL 105	Intro to Mobile Technologies	5
MOBL 210	Wireless Web Development	5
MOBL 220	Database Design for Internet Apps	5
MOBL 235	Mobile Application Design	5
WEBMM 110	Web Multimedia Foundations	5

EXIT CORE COURSES

MEDIA 245	Production Practices	3
MEDIA 248	Portfolio & Employment	3
MEDIA 250	Internship in Media	5
TOTAL		**91**

WEB MULTIMEDIA AUTHORING

Web Multimedia Authoring is a combination of Web Page Design, Scripting, and Streaming Media. Students will have the opportunity to learn how to author dynamic Web Pages using the most current technologies. They will also learn to create interactive Web presentations and stream content from a Web server.

Associate in Arts Degree

Web Multimedia Authoring

Course No.	Course Name	Credit Hrs.
ENGL 101	Written Expression	5
Choose one of the following:		*5*
MEDIA 101	Exploring the Digital Future (5 Cr)	
MEDIA 105	Digital Design & Storytelling (5 Cr)	
Choose one of the following:		*5*
MEDIA 102	Techniques & Technology of Persuasion (5 Cr)	
MEDIA 103	Media & Messages (5 Cr)	
MEDIA 104	Multicultural Media Images (5 Cr)	
MEDIA 106	Writing for the Web (5 Cr)	
MEDIA 108	Media/Digital Law & Ethics (5 Cr)	
MEDIA 113	Design for Screen Media (5 Cr)	
MEDIA 119	History of Animation (5 Cr)	
MEDIA 185	Philosophical Issues in Tech (5 Cr)	
Choose one of the following:		*5*
ANIM 120	Animation Foundation (5 Cr)	
VIDEO 112	Video Foundations (5 Cr)	
Choose one of the following:		*5*
ANIM 220	Raster Images (5 Cr)	
ANIM 222	Vector Images & Illustration (5 Cr)	
IDEV 212	Server-Side Scripting (5 Cr)	
VIDEO 210	Video Editing & Streaming (5 Cr)	
ANIM 121	Imaging Foundations	5
IDEV 111	Web Development Foundations	5
IDEV 211	Client-Side Scripting	5
MEDIA 216	Scripting for Film, Video, & Multimedia	5
MEDIA 245	Production Practice	3
MEDIA 248	Portfolio & Employment	3
MEDIA 250	Internship in Media	5
WEBMM 110	Web Multimedia Foundations	5
WEBMM 220	Web Multimedia Authoring I	5
WEBMM 222	Web Multimedia Authoring II	5
WEBMM 225	Web Multimedia Authoring III	5
WEBMM 230	Web Design & Development I	5
WEBMM 231	Web Design & Development II	5
Approved electives		5
TOTAL		**91**

Certificate of Achievement

Web Multimedia Authoring

Course No.	Course Name	Credit Hrs.
ANIM 121	Imaging Foundations	5
IDEV 111	Web Development Foundations	5
IDEV 211	Client-Side Scripting	5
WEBMM 110	Web Multimedia Foundations	5
WEBMM 220	Web Multimedia Authoring I	5
WEBMM 222	Web Multimedia Authoring II	5
WEBMM 225	Web Multimedia Authoring III	5
WEBMM 230	Web Design & Development I	5
WEBMM 231	Web Design & Development II	5
Choose one of the following:		*3-5*
MEDIA 248	Portfolio & Employment (5 Cr)	
MEDIA 250	Internship in Media (5 Cr)	
TOTAL		**48-50**

ADVANCED WEB MULTIMEDIA

Certificate of Achievement

Advanced Web Multimedia

Course No.	Course Name	Credit Hrs.
WEBMM 271	Production Systems	4
WEBMM 272	Technical Ops for Web Multimedia	4
WEBMM 273	Production Practicum I	4
WEBMM 274	Production Design	4
WEBMM 275	Advanced Web Multimedia I	4
WEBMM 276	Production Practicum II	4
WEBMM 277	Production Management	4
WEBMM 278	Advanced Web Multimedia II	4
WEBMM 279	Production Practicum III	4
WEBMM 280	Production Portfolio	3
WEBMM 281	Career Preparation	6
WEBMM 282	Production Practicum IV	3
TOTAL		**48**

Diagnostic Ultrasound Technology

This selective-admissions degree program provides didactic education and clinical experience as preparation for employment and national certification as a diagnostic medical sonographer and is accredited by the Commission on Accreditation of Allied Health Education Programs. To be considered for admission, students must follow the guidelines published annually for selective admissions.

The diagnostic sonographer or vascular technologist is a highly skilled individual qualified by academic and clinical experience to provide diagnostic patient services using ultrasound and related diagnostic techniques. Graduates are eligible to take the American Registry of Diagnostic Medical Sonographers' National Certification examination.

There are eight consecutive full-time academic and clinical quarters, including summers. Students enroll full-time throughout the duration of the program. Classroom education includes a core curriculum of study that places emphasis on acoustical principles, properties, and physics; pathophysiology; abdominal, obstetrical, and gynecological sonography; echocardiography; and vascular technology. Other topics of study include neurosonography, intraoperative sonography, and patient care techniques.

Associate in Arts Degree

Diagnostic Ultrasound

FIRST YEAR - FALL QUARTER

Course No.	Course Name	Credit Hrs.
DUTEC 105	Pathophysiology I	3
DUTEC 107	Human Cross-Section Anatomy	7
DUTEC 110	Ultrasound I-Abdominal	4
DUTEC 170	Physics & Instrumentation I	3
TOTAL		**17**

FIRST YEAR - WINTER QUARTER

DUTEC 106	Pathophysiology II	3
DUTEC 120	Ultrasound II-Obstetrics	5
DUTEC 130	Ultrasound III-Small Parts	3
DUTEC 135	Ultrasound Equipment I	3
DUTEC 171	Physics & Instrumentation II	3
TOTAL		**17**

FIRST YEAR - SPRING QUARTER

DUTEC 112	Pathophysiology III	3
DUTEC 145	Ultrasound Equipment II	4
DUTEC 150	Basic Echocardiography	3
DUTEC 160	Ultrasound V-Vascular	3
DUTEC 180	Advanced Studies: General Ultrasound (General Students Only)	(3)
TOTAL		**13-16**

FIRST YEAR - SUMMER QUARTER

DUTEC 101	Concepts of Patient Care	3
DUTEC 113	Pathophysiology IV	3
DUTEC 155	Ultrasound IV-Echocardiography	3
DUTEC 165	Ultrasound Equipment III	3
TOTAL		**12**

SECOND YEAR - FALL QUARTER

DUTEC 181	Advanced Studies Echo-Vascular (Cardiac & Vascular Students Only)	(3)
DUTEC 210	Clinical Practicum I	15
TOTAL		**15-18**

SECOND YEAR - WINTER QUARTER

DUTEC 220	Clinical Practicum II	15
TOTAL		**15**

SECOND YEAR - SPRING QUARTER		
DUTEC 230	Clinical Practicum III	15
TOTAL		**15**

SECOND YEAR - SUMMER QUARTER		
DUTEC 240	Clinical Practicum IV	15
TOTAL		**15**
GRAND TOTAL		**122**

Early Childhood Education

This program prepares students to enter the challenging field of working with children. Degree and certificate programs are available for students entering college for the first time or seeking a second career. Graduates will find opportunities for meaningful employment as teachers in preschool or childcare centers, or as aides in kindergarten or primary grades, or in other occupations in which knowledge of the young child is necessary.

Students work with children in a variety of settings. Emphasis is placed on active student involvement; coursework includes observation, participation, and practical experience. A program option is offered in special education.

Associate in Arts Degree

Early Childhood Education

Course No.	Course Name	Credit Hrs.
FIRST YEAR		
BTS 161	Computer & Software Fundamentals	5
Choose one of the following:		*3-5*
ECED 131	Orientation to the Special-Needs Child (5 Cr)	
ECED 132	Techniques for Teaching the Special-Needs Child (3 Cr)	
ECED 171	Introduction to ECED	5
ECED 172	Fundamentals of ECED	5
ECED 175	Portfolio I: ECED Majors	1
ECED 181	Children's Creative Activities	5
ENGL 101	Written Expression	5
HOMEC 256	Child Development & Guidance	3
PSYCH 100	Intro to Psychology	5
SOC 110	Intro to Sociology	5
Approved electives		1-3
TOTAL		**45**
SECOND YEAR		
ECED 191	Practicum in ECED	5
ECED 192	Practicum in ECED	5
ECED 193	Practicum in ECED	5
ECED 201	Parent Involvement in ECED	5
ECED 204	Child Health & Safety	3
ECED 275	Portfolio II: ECED Majors	1
HLTH 292	First Aid & CPR	4
Choose one of the following:		*5*
SPCH 100	Basic Principles of Oral Comm (5 Cr)	
SPCH 200	Interpersonal Comm (5 Cr)	
SPCH 225	Small Group Comm (5 Cr)	
Science course		5
Approved electives		7
TOTAL		**45**
GRAND TOTAL		**90**

Certificate of Achievement

Early Childhood Education

Course No.	Course Name	Credit Hrs.
ECED 171	Introduction to ECED	5
ECED 172	Fundamentals of ECED	5
ECED 181	Children's Creative Activities	5
ECED 191	Practicum in ECED	5
ECED 192	Practicum in ECED	5
ECED 193	Practicum in ECED	5
ECED 201	Parent Involvement in ECED	5
ECED 204	Child Health & Safety	3
HLTH 292	First Aid & CPR	4
HOMEC 256	Child Development & Guidance	3
TOTAL		**45**

Certificate of Achievement

Early Childhood Education Work-Based Learning

Course No.	Course Name	Credit Hrs.
ECED 156	Basic Child Development	3
ECED 170	S.T.A.R.S. Class: Basics of Childcare	2
ECED 171	Introduction to ECED	5
ECED 172	Fundamentals of ECED	5
ECED 180	Exploring Infant & Toddler Curric	2
ECED 181	Children's Creative Activities	5
ECED 191	Practicum in ECED	5
ECED 192	Practicum in ECED	5
ECED 193	Practicum in ECED	5
ECED 201	Parent Involvement in ECED	5
ECED 204	Child Health & Safety	3
TOTAL		**45**

Associate in Arts Degree

Early Childhood Special Education

Course No.	Course Name	Credit Hrs.
FIRST YEAR		
BTS 161	Computer & Software Fundamentals	5
ECED 131	Orientation to the Special-Needs Child	5
ECED 171	Introduction to ECED	5
ECED 172	Fundamentals of ECED	5
ECED 175	Portfolio I: ECED Majors	1
ECED 181	Children's Creative Activities	5
ENGL 101	Written Expression	5
HOMEC 256	Child Development & Guidance	3
PSYCH 100	Intro to Psychology	5
SOC 110	Intro to Sociology	5
TOTAL		**44**
SECOND YEAR		
ASL 101	American Sign Language I	5
ASL 102	American Sign Language II	5
ECED 132	Techniques for Teaching the Special-Needs Child	3
ECED 135	Practicum for Special Education	5
ECED 136	Practicum for Special Education	5
ECED 201	Parent Involvement in ECED	5
ECED 204	Child Health & Safety	3
ECED 275	Portfolio II: ECED Majors	1
HLTH 292	First Aid & CPR	4
Choose one of the following:		*5*
SPCH 100	Basic Principles of Oral Comm (5 Cr)	
SPCH 225	Small Group Comm (5 Cr)	
Science course		5
TOTAL		**46**
GRAND TOTAL		**90**

Certificate of Achievement

Early Childhood Special Education

Course No.	Course Name	Credit Hrs.
ASL 101	American Sign Language I	5
ASL 102	American Sign Language II	5
ECED 131	Orientation to the Special-Needs Child	5
ECED 132	Techniques for Teaching the Special-Needs Child	3
ECED 135	Practicum for Special Education	5
ECED 136	Practicum for Special Education	5
ECED 171	Introduction to ECED	5
ECED 172	Fundamentals of ECED	5
ECED 181	Children's Creative Activities	5
ECED 201	Parent Involvement in ECED	5
ECED 204	Child Health & Safety	3
HLTH 292	First Aid & CPR	4
HOMEC 256	Child Development & Guidance	3
TOTAL		**58**

Certificate of Completion

Infant & Toddler Care

Course No.	Course Name	Credit Hrs.
ECED 172	Fundamentals of ECED	5
Choose one of the following:		*3*
ECED 156	Basic Child Development (3 Cr)	
HOMEC 256	Child Dev & Guidance (3 Cr)	
ECED 180	Exploring Infant &Toddler Curric	2
ECED 201	Parent Involvement in ECED	5
ECED 204	Child Health & Safety	3
TOTAL		**18**

E-Commerce

The E-Commerce program prepares students to work within the new paradigm of electronic or web-based business. Program is an introduction to the business solution development cycle, new models in e-commerce, basic system architecture, internet programming, tools of e-commerce, and security and legal issues. Students are given an overview of the business process (buy side and sell side) in the web economy, and issues of collaboration and knowledge management. Combination lab/lecture course with extensive use of web authoring software.

Associate in Arts Degree

E-Commerce Specialist

Course No.	Course Name	Credit Hrs.
BTS 168	Database Applications	5
Choose one of the following:		*5*
BTS 161	Computer & Software Fundamentals (5 Cr)	
CS 110	Intro to Computers & Apps (5 Cr)	
ENGL 101	Written Expression	5
ECOMM 101	E-Commerce Portfolio	2
ECOMM 102	E-Commerce Basics	5
ECOMM 220	Business Process Mapping	3
ECOMM 245	E-Commerce Sites	5
ECOMM 260	Security, Law, & Ethics for E-Commerce	5
ECOMM 265	E-Commerce Consulting	5
G BUS 101	Intro to Business	5
MKTG 210	Business Research	5
WEBMM 110	Web Multimedia Foundations	5
TOTAL		**55**
Select electives from the following:		*35*
ACCT 245	Accounting Info Systems (5 Cr)	
ANIM 120	Animation Foundations (5 Cr)	
ANIM 121	Imaging Foundations I (5 Cr)	
BTS 110	E-Communications (5 Cr)	
BTS 280	Project Mgt Applications (5 Cr)	
DBA 130	Database Theory (5 Cr)	
ECOMM 240	Supply Chain Mgt (5 Cr)	
G BUS 120	Organizational Behavior (5 Cr)	
G BUS 230	Project Management (5 Cr)	
IDEV 111	Web Dev Foundations (5 Cr)	
IT 103	Networking Basics (5 Cr)	
MEDIA 106	Writing for the Web (5 Cr)	
MKTG 110	Client/Customer Relations (5 Cr)	
MKTG 154	Principles of Marketing (5 Cr)	
MKTG 225	Customer Relations Mgt (5 Cr)	
WEBMM 230	Web Design & Dev I (5 Cr)	
TOTAL		**90**

Certificate of Accomplishment

E-Commerce

BTS 168	Database Applications	5
ECOMM 102	E-Commerce Basics	5
ECOMM 220	Business Process Mapping	5
ECOMM 245	E-Commerce Sites	5
ECOMM 260	Security, Law, & Ethics for E-Commerce	5
Choose one of the following:		*5*
MKTG 225	Customer Relations Mgt (5 Cr)	
ECOMM 240	Supply Chain Management (5 Cr)	
TOTAL		**30**

Fast Track Technology Program

This program offers tracks with various certificate options for students interested in employment in the high-tech industry. These are short-term, intensive training programs administered through Continuing Education; call (425) 564-4005 for details about application procedures and required courses.

Certificate of Accomplishment

Fast Track IT Program - Technical Support

Course No.	Course Name	Credit Hrs.
FT 105	Business Skills - Tech Support	3
FT 125	Computer & Software Fundamentals	8
FT 160	Network & Operating Systems - Technical Support	18
FT 180	MCSE - Technical Support	5
FT 250	Special Topics - Fast Track	1-8
TOTAL		**35-42**

BCC programs and curricula are subject to change. For the most up-to-date information about course content and degree or certificate requirements, go to ***www.bcc.ctc.edu***

Certificate of Accomplishment

Fast Track IT Program - Microsoft Certified Database Administrator

Course No.	Course Name	Credit Hrs.
FT 100	Business Skills - MCSE/MCDBA	1.5
FT 130	Networking & Operating Systems - MCDBA	5
FT 185	MCSE - Database Administrator	10
FT 215	MCDBA	16
FT 250	Special Topics - Fast Track	1-8
TOTAL		**33.5-40.5**

Certificate of Accomplishment

Fast Track IT Program - Microsoft Certificated System Engineer

Course No.	Course Name	Credit Hrs.
FT 100	Business Skills - MCSE/MCDBA	1.5
FT 145	Network & Operating Systems - MCSE	11
FT 220	MCSE	18
FT 230	MCSE - Advanced Topics	8
FT 250	Special Topics - Fast Track	1-6
TOTAL		**39.5-44.5**

Certificate of Accomplishment

Fast Track IT Program - Microsoft Certificated System Administrator

Course No.	Course Name	Credit Hrs.
FT 100	Business Skills - MCSE/MCDBA	1.5
FT 145	Network & Operating Systems - MCSE	11
FT 220	MCSE	18
FT 250	Special Topics - Fast Track	1-6
TOTAL		**31.5-36.5**

Certificate of Accomplishment

Fast Track IT Program – Cisco Internetworking

Course No.	Course Name	Credit Hrs.
FT 100	Business Skills - MCSE/MCDBA	1.5
FT 145	Network & Operating Systems - MCSE	11
NSCOM 201	Cisco Network Support I	5
NSCOM 202	Cisco Network Support II	5
NSCOM 203	Cisco Network Support III	5
NSCOM 204	Cisco Network Support IV	5
FT 250	Special Topics - Fast Track	1-6
TOTAL		**33.5-38.5**

Fire Service Programs

- The fire service program provides occupational specialty and general education courses.
- Although most courses are designed for fire service personnel, certain courses are also appropriate for individuals who are either working in related fields or are interested in exploring the fire service as a career.
- All program curricula were developed through the cooperative efforts of the program advisory board and the Washington State Fire Service Education Association.
- Courses for degrees and certificates are revised to meet NFPA (National Fire Protection Association) requirements.

Fire Command & Administration:

Course designed for fire service personnel who have mastered basic skills and prepare the student for promotion. The degree program meets all standards of the National Fire Protection Association #1021, "Professional Standards for Fire Officers."

Fire Investigation:

Designed for fire service personnel who seek careers as fire investigators and/or want to enhance their knowledge in fire investigation.

Fire Prevention Specialist:

Designed for students who wish to specialize in fire prevention. Includes inspection, code development and enforcement, construction, and permit management. The degree program meets all standards of the National Fire Protection Association #1031, "Professional Standards for Fire Inspectors."

Fire Science:

The program is offered in partnership with the Washington State Fire Academy and prepares students to compete for entry-level career positions as firefighters. In-person applications to Bellevue Community College are required. For information on this program and any fire service program, call (425) 564-2012.

Note: The Fire Service program curricula are under review. Students should contact the program coordinator about current requirements and options.

Associate in Arts Degree

Fire Command & Administration

CORE CURRICULUM

Course No.	Course Name	Credit Hrs.
FCA 120	Basic Fire Investigation	3
FCA 137	Fire Protection Systems I	3
FCA 152	Building Construction	3
FCA 155	Fire Service Instructor	3
FCA 161	Incident Management I	3
FCA 170	Hazardous Materials I	3
FCA 181	Fire Service Safety	3
FCA 190	Uniform Fire Code & Inspection Procedures	4
FCA 231	Fire Service Leadership	3
FCA 232	Fire Service Management	4
FCA 233	Fire Service Administration	4
FCA 261	Incident Management II	3
FCA 270	Hazardous Materials II	3
TOTAL		**42**

GENERAL EDUCATION REQUIREMENTS

Choose one of the following:		*5-6*
CHEM 100	Chemical Concepts (5 Cr)	
CHEM 101	Intro to Chemistry (6 Cr)	
ENGL 101	Written Expression	5
ENGL 270	Professional Report Writing	5
CS 110	Intro to Computers & Apps	5
Choose one of the following:		*5*
MATH 099	Intermediate Algebra (5 Cr)	
MATH 105	Precalculus I (5 Cr)	
PSYCH 100	Intro to Psychology	5
SOC 110	Intro to Sociology	5
Choose one of the following:		*5*
SPCH 100	Basic Principles of Oral Comm (5 Cr)	
SPCH 220	Intro to Public Speaking (5 Cr)	
TOTAL		**40-41**
Suggested electives		*7-8*
FCA 201	Emergency Medical Technician (8 Cr)	
FCA 298	Seminar in Fire Command & Administration (3 Cr)	
Other college level courses may be used as approved by BCC.		
TOTAL		**7-8**
GRAND TOTAL		**90**

Certificate of Achievement

Fire Command & Administration

Course No.	Course Name	Credit Hrs.
FCA 120	Basic Fire Investigation	3
FCA 137	Fire Protection Systems I	3
FCA 152	Building Construction	3
FCA 161	Incident Management I	3
FCA 170	Hazardous Materials I	3
FCA 190	Uniform Fire Code & Inspection Procedures	4
PSYCH 100	Intro to Psychology	5
Choose one of the following:		*5-6*
CHEM 100	Chemical Concepts (5 Cr)	
CHEM 101	Intro to Chemistry (6 Cr)	
ENGL 101	Written Expression	5
Choose one of the following:		*5*
MATH 099	Intermediate Algebra (5 Cr)	
MATH 105	Precalculus I (5 Cr)	
Suggested electives		5-6
TOTAL		**45**

Associate in Arts Degree

Fire Investigation

CORE CURRICULUM

Course No.	Course Name	Credit Hrs.
FCA 120	Basic Fire Investigation	3
FCA 137	Fire Protection Systems I	3
FCA 152	Building Construction	3
FCA 170	Hazardous Materials I	3
FCA 190	Uniform Fire Code & Inspection Procedures	4
FI 130	Investigative Interview Techniques	2
FI 220	Advanced Fire Scene Investigation	4
FI 240	Crime Scene & Physical Evidence	4
FI 250	Juvenile Fire Setter	2
FI 260	Arson Fraud Investigation	4
ADMCJ 104	Intro to Criminal Law	5
ADMCJ 200	Criminal Evidence & Procedures–Police Officer	5
TOTAL		**42**

GENERAL EDUCATION REQUIREMENTS

MATH AND SCIENCE

Choose one of the following:		*5-6*
CHEM 100	Chemical Concepts (5 Cr)	
CHEM 101	Intro to Chemistry (6 Cr)	
Choose one of the following:		*5*
MATH 099	Intermediate Algebra (5 Cr)	
MATH 105	Precalculus I (5 Cr)	
CS 110	Intro to Computers & Apps	5

COMMUNICATIONS

ENGL 101	Written Expression	5
ENGL 270	Professional Report Writing	5
Choose one of the following:		*5*
SPCH 100	Basic Principles of Oral Comm (5 Cr)	
SPCH 220	Intro to Public Speaking (5 Cr)	

SOCIAL SCIENCE

PSYCH 100	Intro to Psychology	5
SOC 110	Intro to Sociology	5

ARTS AND HUMANITIES

ART 150	Basic Photo I	5
TOTAL		**45-46**

ELECTIVES

Other college level courses as reviewed and approved by BCC	4-5
TOTAL	**4-5**
GRAND TOTAL	**92**

Associate in Arts Degree

Fire Prevention Specialist

CORE CURRICULUM

Course No.	Course Name	Credit Hrs.
FPS 100	Intro to Fire Prevention Practices	3
FPS 200	Plan Review for Fire Prevention	4
FPS 237	Fire Protection Systems II	3
FPS 290	Advanced Codes & Inspection	3
FPS 291	Hazardous Materials Inspection	3
FCA 120	Basic Fire Investigation	3
FCA 137	Fire Protection Systems I	3
FCA 152	Building Construction	3
FCA 155	Fire Service Instructor	3
FCA 170	Hazardous Materials I	3
FCA 190	Uniform Fire Code & Inspection Procedures	4
HLTH 292	First Aid & CPR	4
MKTG 110	Client/Customer Relations	5
TOTAL		**45**

GENERAL EDUCATION REQUIERMENTS

MATH AND SCIENCE

Choose one of the following:		*5-6*
CHEM 100	Chemical Concepts (5 Cr)	
CHEM 101	Intro to Chemistry (6 Cr)	
Choose one of the following:		*5*
MATH 099	Intermediate Algebra (5 Cr)	
MATH 105	Precalculus I (5 Cr)	
CS 110	Intro to Computers & Apps	5

COMMUNICATIONS

ENGL 101	Written Expression	5
ENGL 270	Professional Report Writing	5
Choose one of the following:		*5*
SPCH 100	Basic Principles of Oral Comm (5 Cr)	
SPCH 220	Intro to Public Speaking (5 Cr)	

SOCIAL SCIENCE

PSYCH 100	Intro to Psychology	5
SOC 110	Intro to Sociology	5
TOTAL		**40-41**
Suggested elective courses:		*5-6*
ADMCJ 104	Intro to Criminal Law (5 Cr)	
ART 150	Basic Photo I (5 Cr)	
FI 130	Investigative Interview Techniques (2 Cr)	
FI 250	Juvenile Fire Setter (2 Cr)	
TOTAL		**5-6**
GRAND TOTAL		**90**

Associate in Arts Degree

Fire Science

CORE CURRICULUM

Course No.	Course Name	Credit Hrs.
Fire Academy Requirements:		
FS 100	Intro to Fire Service	1
FS 111	Fundamentals of Firefighting	7
FS 113	Intermediate Firefighting	8
FS 115	Advanced Firefighting	2.5
FS 117	Hazardous Materials: Recognition/Identification	.5
FS 119	Live Fire Control	2.5
At Bellevue Community College:		
FCA 105	Fire Service Hydraulics	3
FCA 120	Basic Fire Investigation	3
FCA 152	Building Construction	3
FCA 160	Fire Tactics I	3
FCA 177	Wild Land/Urban Interface	3
FCA 190	Uniform Fire Code & Inspection Procedures	4
FS 101	First Responder	3.5
TOTAL		**44**

GENERAL EDUCATION REQUIREMENTS

Choose one of the following:		*5-6*
CHEM 100	Chemical Concepts (5 Cr)	
CHEM 101	Intro to Chemistry (6 Cr)	
ENGL 101	Written Expression	5
ENGL 270	Professional Report Writing	5
CS 110	Intro to Computers & Apps	5
Choose one of the following:		*5*
MATH 099	Intermediate Algebra (5 Cr)	
MATH 105	Precalculus I (5 Cr)	
PSYCH 100	Intro to Psychology	5
SOC 110	Intro to Sociology	5
Choose one of the following:		*5*
SPCH 100	Basic Principles of Oral Comm (5 Cr)	
SPCH 220	Intro to Public Speaking (5 Cr)	
Electives to bring total credits to 90		5-6
TOTAL		**45-47**
GRAND TOTAL		**90**

BCC programs and curricula are subject to change. For the most up-to-date information about course content and degree or certificate requirements, go to ***www.bcc.ctc.edu***

General Business Management

This program is designed as a powerful tool to help students shift gears in careers, enhance existing skills, or obtain a strong, broad-based knowledge of manufacturing, retail, and served industries. The program also promotes success in both profit and non-profit organizations for a competitive edge in today's business climate.

The degree provides a strong and diverse background for use in a variety of jobs. Graduates will find opportunities in small business operations, supervision, marketing functions, and product management. Many graduates find employment in trainee positions, which lead to greater management responsibility and advancement.

The certificate is designed to prepare students interested in pursuing entrepreneurial opportunities.

Associate in Arts Degree

General Business Management

Course No.	Course Name	Credit Hrs.
GENERAL EDUCATION REQUIREMENTS		
ENGL 101	Written Expression	5
Choose one of the following:		*5*
ACCT 101	Practical Accounting I (5 Cr)	
ACCTG 210	Fundamentals of Accounting (5 Cr)	
ACCT 234	Managerial Accounting	5
BTS 161	Computer & Software Fundamentals	5
Choose one of the following:		*5*
ECON 100	Intro to Basic Econ Principles (5 Cr)	
ECON 200	Intro to Economics: Macro (5 Cr)	
Choose one of the following:		*5*
G BUS 101	Intro to Business (5 Cr)	
INTST 150	International Business (5 Cr)	
G BUS 120	Organizational Behavior	5
G BUS 145	Business Mathematics	5
Choose one of the following:		*5*
G BUS 202	Law & Business (5 Cr)	
BA 200	Business Law Legal Foundations (5 Cr)	
G BUS 210	Stock Market Investment Strategies	5
G BUS 221	Human Resources Management	5
G BUS 230	Project Mgt	5
G BUS 241	Organization & Mgt Skills	5
MKTG 154	Principles of Marketing	5
MKTG 210	Business Research	5
Choose one of the following:		*5*
MKTG 200	International Marketing (5 Cr)	
MKTG 234	Advertising (5 Cr)	
Choose one of the following:		*5*
SPCH 100	Basic Principles of Oral Comm (5 Cr)	
SPCH 220	Intro to Public Speaking (5 Cr)	
Elective		5
TOTAL		**90**

Certificate of Accomplishment

Entrepreneurship

Course No.	Course Name	Credit Hrs.
ACCT 101	Practical Accounting I	5
BTS 161	Computer & Software Fundamentals	5
G BUS 150	Entrepreneurship	5
G BUS 221	Human Resource Management	5
MKTG 110	Client/Customer Relations	5
MKTG 154	Principles of Marketing	5
TOTAL		**30**

Certificate of Accomplishment

Project Management

Course No.	Course Name	Credit Hrs.
ACCT 234	Managerial Accounting	5
BTS 280	Project Mgt Applications	5
G BUS 120	Organizational Behavior	5
G BUS 230	Project Management	5
TOTAL		**20**

Information Technology

This program offers students degrees in networking, programming, and technical support. In addition to technical content, the courses include skills in four areas: communication skills (oral, written, and listening), general business skills, teamwork, and problem solving. Students are encouraged to meet with a program advisor to select the most appropriate entry courses.

The network support degree prepares graduates to connect computers and other resources in a network, perform network maintenance tasks, and install and configure hardware and software in microcomputers. The program covers competencies in three different industry certifications: A+, MCSA, and CCNA. The programming degree prepares graduates to be an entry-level programmer/analyst, with a major emphasis in either Client/Server (Visual Basic and SQL) or C++. In this program students complete at least four computer courses in their area of emphasis. The technical support degree prepares graduates to provide hardware and/or software technical support. It includes a required internship with practical experience in solving technical problems and assisting clients. Hardware configuration classes follow curriculum that helps students prepare for A+ certification.

Certificate programs are available as short-term options for students in various areas including Network Support, Programming, and Database Administration. Credits earned in the certificate programs may be applied toward their respective Information Technology degree.

Please note: Course content in Information Technology is subject to change based upon industry demand and/or innovations in technology.

Associate in Arts Degree

Information Technology - Network Services & Computing Systems

Course No.	Course Name	Credit Hrs.
PROG 110	Intro to Programming	5
TECH 215	PC Analysis & Config I	5
TECH 217	PC Analysis & Config II	5
NSCOM 201	Cisco Networking I	5
NSCOM 202	Cisco Networking II	5
NSCOM 203	Cisco Networking III	5
NSCOM 204	Cisco Networking IV	5
NSCOM 220	Implementing Client Op Systems	5
NSCOM 221	Implementing Server Op Systems	5
NSCOM 223	Managing a Network Environment	5
NSCOM 225	Implementing Network Infrastructure	5
NSCOM 227	Implementing Directory Services	5
GENERAL EDUCATION REQUIREMENTS		
Choose one of the following:		*5*
AMST 180	Anthro of American Life (5 Cr)	
ANTH 180	Anthro of American Life (5 Cr)	
ENGL 101	Written Expression	5
ENGL 270	Professional Report Writing	5
G BUS 101	Intro to Business	5
PHYS 109	Science for Info Technology	6
SPCH 225	Small Group Communication	5
TOTAL		**91**
Additional recommended courses:		
G BUS 120	Organization Behavior (5 Cr)	
G BUS 230	Project Mgt (5 Cr)	

Certificate of Achievement

Information Technology - Microsoft Network Support

Course No.	Course Name	Credit Hrs.
ENGL 101	Written Expression	5
IT 101	Intro to Info Technology	5
TECH 215	PC Analysis & Config I	5
TECH 217	PC Analysis & Config II	5
NSCOM 220	Implementing Client Op Systems	5
NSCOM 221	Implementing Server Op Systems	5
NSCOM 223	Managing a Network Environment	5
NSCOM 225	Implementing Network Infrastructure	5
NSCOM 227	Implementing Directory Services	5
TOTAL		**45**

Certificate of Achievement

Information Technology - Cisco Support Technician

Course No.	Course Name	Credit Hrs.
ENGL 101	Written Expression	5
IT 101	Intro to Info Technology	5
TECH 215	PC Analysis & Config I	5
TECH 217	PC Analysis & Config II	5
NSCOM 201	Cisco Networking I	5
NSCOM 202	Cisco Networking II	5
NSCOM 203	Cisco Networking III	5
NSCOM 204	Cisco Networking IV	5
PHYS 109	Science for Info Technology	6
TOTAL		**46**

Associate in Arts Degree

Information Technology - Programming

Course No.	Course Name	Credit Hrs.
BTS 168	Database Applications	5
DBA 130	Database Theory	5
PROG 140	SQL & Relational Database Programming	5
PROG 160	Systems Analysis & Design	5
PROG 235	Operating Systems	5
SELECT ONE OF THE FOLLOWING TRACKS		**40**
ENTERPRISE SOFTWARE DEVELOPMENT TRACK		
PROG 110	Intro to Programming (5 Cr)	
PROG 120	Object-Oriented Programming Concepts (5 Cr)	
PROG 125	Enterprise Software Dev I (5 Cr)	
PROG 210	Enterprise Software Dev II (5 Cr)	
PROG 220	Enterprise Software Dev III (5 Cr)	
PROG 225	Enterprise Software Development Project (5 Cr)	
PROG 240	Advanced Database Topics (5 Cr)	
PROG 295	Special Topics in Enterprise Development (5 Cr)	
OR		
C++ PROGRAMMING TRACK		
PROG 111	Intro to C++ Programming (5 Cr)	
PROG 113	Intermediate C++ Progr (5 Cr)	
PROG 250	Windows Programming I (5 Cr)	
PROG 255	Windows Programming II (5 Cr)	
PROG 260	Advanced Topics in Object Oriented Programming (5 Cr)	
PROG 296	Special Topics (5 Cr)	
Approved IT elective (10 Cr)		
GENERAL EDUCATION REQUIREMENTS		
ENGL 101	Written Expression	5
ENGL 270	Professional Report Writing	5
PHIL 160	Philosophy of Science	5
SPCH 225	Small Group Communication	5
SPCH 230	Intercultural Communication	5
TOTAL		**90**

Certificate of Achievement

C++ Programmer

Course No.	Course Name	Credit Hrs.
DBA 130	Database Theory	5
PROG 111	Intro to C++ Programming	5
PROG 113	Intermediate C++ Programming	5
PROG 160	Systems Analysis & Design	5
PROG 235	Operating Systems	5
PROG 245	Windows Programming I	5
ENGL 270	Professional Report Writing	5
SPCH 225	Small Group Communication	5
Approved IT electives		5
TOTAL		**45**

Certificate of Achievement

Client Programming

Course No.	Course Name	Credit Hrs.
DBA 130	Database Theory	5
PROG 110	Intro to Programming	5
PROG 120	Object Oriented Progr Concepts	5
PROG 125	Enterprise Software Dev I	5
PROG 160	Systems Analysis & Design	5
PROG 210	Enterprise Software Dev II	5
PROG 235	Operating Systems	5
ENGL 270	Professional Report Writing	5
SPCH 225	Small Group Communication	5
TOTAL		**45**

Associate in Arts Degree

Information Technology - Technical Support

Course No.	Course Name	Credit Hrs.
BTS 163	Word Processing Applications	5
BTS 165	Spreadsheet Applications	5
BTS 168	Database Applications	5
IT 101	Intro to Info Technology	5
PROG 110	Intro to Programming	5
PROG 235	Operating Systems	5
TECH 170	Problem-Solving Strategies	5
TECH 215	PC Analysis & Config I	5
TECH 217	PC Analysis & Config II	5
Choose one of the following:		*5*
IT 103	Networking Basics (5 Cr)	
NSCOM 201	Cisco Networking I (5 Cr)	
Choose one of the following:		*4-8*
TECH 289	Portfolio Evaluation of Work Experience (4 Cr)	
TECH 293	Tech Support Internship I (4 Cr)	
TECH 294	Tech Support Internship II (4 Cr)	

GENERAL EDUCATION REQUIREMENTS

ENGL 101	Written Expression	5
ENGL 270	Professional Report Writing	5
G BUS 101	Intro to Business	5
PHYS 109	Science of Info Technology	6
MKTG 110	Client/Customer Relations	5
Choose one of the following:		*5*
AMST 180	Anthro of American Life (5 Cr)	
ANTH 180	Anthro of American Life (5 Cr)	
Approved electives to bring credit load to 90		1-5
TOTAL		**90**

Certificate of Achievement

Microcomputer Support Specialist

Course No.	Course Name	Credit Hrs.
BTS 165	Spreadsheet Applications	5
BTS 168	Database Applications	5
ENGL 270	Professional Report Writing	5
IT 101	Intro to Info Technology	5
TECH 170	Problem-Solving Strategies	5
TECH 215	PC Analysis & Config I	5
TECH 217	PC Analysis & Config II	5
Choose one of the following:		*5*
IT 103	Networking Basics (5 Cr)	
NSCOM 201	Cisco Networking I (5 Cr)	
MKTG 110	Client/Customer Relations	5
TOTAL		**45**

Certificate of Achievement

Computing Security Professional

Course No.	Course Name	Credit Hrs.
ADMCJ 101	Survey of Law Enforcement & Administration	5
ADMCJ 202	Principles of Crim Investigation	5
ADMCJ 204	Constitutional Crim Procedures	5
ADMCJ 248	Ethics in Criminal Justice	5
G BUS 230	Project Management	5
IT 201	Designing a Secure Network	5
IT 202	Security in a Heterogeneous Environment	5
IT 203	Enterprise Security	5
IT 204	Computer Forensics	5
IT 206	Security Policies & Procedures	5
TOTAL		**50**

BCC programs and curricula are subject to change. For the most up-to-date information about course content and degree or certificate requirements, go to ***www.bcc.ctc.edu***

Interior Design

This three-year program offers a broadly based, professionally relevant curriculum which is designed to prepared students to successfully compete for jobs and function as professional interior designers. The curriculum challenges students to achieve excellence and is balanced with academic, technical, and practical instruction taught by professionally active faculty. In addition, two internships that provide current work experience in the field are required.

The courses outlined define the complete list of required courses for the degree. The three-year outline should serve as a guide for students to develop a long-range plan that takes into account a personal timetable, work, family, and other commitments; many students take longer than three years to complete the program. Electives must include exposure to college-level courses in the humanities, social sciences, math/science, and business. The department chair may review and approve transfer credits from other institutions to satisfy degree requirements.

Associate in Arts Degree

Interior Design

Course No.	Course Name	Credit Hrs.
ART 101	Modern Architecture & Design	5
ART 108	Intro to Hand & Power Tools	2
ART 110	Two-Dimensional Design	5
ART 111	Design: Color	5
ART 112	Three-Dimensional Design	5
ART 120	Drawing I	5
Choose one of the following:		*5*
ART 201	History of Western Art (5 Cr)	
ART 202	History of Western Art (5 Cr)	
ART 203	History of Western Art	5
INDES 110	Textiles	5
INDES 140	Intro to Interior Design	5
INDES 150	History of Furniture	5
INDES 151	Modern Furniture & Design	5
INDES 152	Furniture Design & Construction	3
INDES 160	Graphic Communication I	5
INDES 162	Intro to Computer-Aided Design	3
INDES 165	Visual Presentations	5
INDES 170	Interior Design I: Methods	5
INDES 180	Professional Practices I	3
INDES 181	Professional Practices II	3
INDES 185	Practicum in Interior Design	3
INDES 190	Materials & Construction	3
INDES 191	Principles of Lighting	5
INDES 260	Graphic Communication II	5
INDES 270	Interior Design II	5
INDES 271	Interior Design III	5
INDES 272	Interior Design IV	5
INDES 285	Practicum in Interior Design	3

GENERAL EDUCATION REQUIREMENTS

Choose one of the following:		5
COMM 141	Intro to Media Writing (5 Cr)	
ENGL 101	Written Expression (5 Cr)	
Choose one of the following:		5
ENGL 201	The Research Paper (5 Cr)	
ENGL 270	Professional Report Writing (5 Cr)	
Humanities course		5
Social Science courses		10
Science courses		5
Quantitative Skills course		5
TOTAL		**153**

Marketing Management

This program prepares students for the many opportunities that exist in the field of marketing. The degree programs offer training in marketing management; certificate programs offer short-term training in retail management and sales and marketing.

Students are prepared to compete for entry-level and middle management positions in business including sales representative, sales manager, marketing manager, department manager, and buyer. Related areas include advertising, distribution, marketing research, and customer service. Students in the program receive training in the functional areas of business with specialized training in marketing. The curriculum is balanced with theoretical instruction and practical applications. An evening program option allows students to complete all the requirements in three years.

Associate in Arts Degree

Marketing Management

Course No.	Course Name	Credit Hrs.
Choose one of the following:		5
ACCT 234	Managerial Accounting (5 Cr)	
G BUS 241	Organization & Mgt Skills (5 Cr)	
BTS 161	Computer & Software Fundamentals	5
ENGL 101	Written Expression	5
G BUS 101	Intro to Business	5
G BUS 120	Organizational Behavior	5
G BUS 145	Business Mathematics	5
G BUS 202	Law & Business	5
MKTG 110	Client/Customer Relations	5
MKTG 131	Principles of Professional Selling	3
MKTG 135	Principles of Retailing	5
MKTG 154	Principles of Marketing	5
MKTG 200	International Marketing	5
MKTG 210	Business Research	5
MKTG 234	Advertising	5
MKTG 290	Marketing Activities in DECA	3-5
SPCH 220	Intro to Public Speaking	5
ACCT XXX	ACCT Electives	5
Science elective		5-6
Elective		2-5
TOTAL		**91**

Certificate of Achievement

Sales & Marketing

Course No.	Course Name	Credit Hrs.
BTS 109	Business Communications	5
BTS 161	Computer & Software Fundamentals	5
G BUS 101	Intro to Business	5
G BUS 145	Business Mathematics	5
Choose one of the following:		5
G BUS 120	Organizational Behavior (5 Cr)	
G BUS 150	Entrepreneurship (5 Cr)	
MKTG 200	International Marketing (5 Cr)	
MKTG 110	Client/Customer Relations	5
MKTG 131	Principles of Professional Selling	3
MKTG 154	Principles of Marketing	5
MKTG 234	Advertising	5
SPCH 220	Intro to Public Speaking	5
TOTAL		**48**

Certificate of Accomplishment

Retail Management

Course No.	Course Name	Credit Hrs.
ACCT 234	Managerial Accounting	5
BTS 161	Computer & Software Fundamentals	5
G BUS 120	Organizational Behavior	5
MKTG 110	Client/Customer Relations	5
MKTG 135	Principles of Retailing	5
MKTG 236	Merchandise Management	5
TOTAL		**30**

Certificate of Accomplishment

Sales & Marketing

Course No.	Course Name	Credit Hrs.
BTS 161	Computer & Software Fundamentals	5
MKTG 110	Client/Customer Relations	5
MKTG 131	Principles of Professional Selling	3
MKTG 154	Principles of Marketing	5
MKTG 234	Advertising	5
SPCH 220	Intro to Public Speaking	5
TOTAL		**28**

Nuclear Medicine Technology

This twelve-month, full-time, selective-admissions certificate program is a cooperative effort with Virginia Mason Medical Center, Swedish Medical Center, and Syncor Pharmacy. To be considered for acceptance into the program, students must follow specific admissions guidelines, published annually.

Curriculum prepares students to become nuclear medicine technologists, able to give reassurance to patients who may be anxious about their procedure or unfamiliar with the world of nuclear medicine, to explain medical procedures and their risks, to prepare and administer radiopharmaceuticals, and to position patients for the imaging process. Upon successful completion of this program, the student will be eligible for national certification exams.

Certificate of Achievement

Nuclear Medicine Technology

FALL QUARTER

Course No.	Course Name	Credit Hrs.
NMTEC 200	Applied Anatomy & Physiology	1
NMTEC 201	Basic Nuclear Medicine Science	3
NMTEC 205	Lab Exercises I	1
NMTEC 210	Radiopharmacy	1
NMTEC 230	Clinical Education I	10
NMTEC 260	Clinical Nuclear Medicine I	1
TOTAL		**17**

WINTER QUARTER

NMTEC 202	Instrumentation	3
NMTEC 206	Lab Exercises II	1
NMTEC 211	Nursing & Laboratory Procedures	1
NMTEC 231	Clinical Education II	10
NMTEC 240	Radiation Safety	1
NMTEC 261	Clinical Nuclear Medicine II	1
TOTAL		**17**

SPRING QUARTER

NMTEC 203	Computers in Nuclear Medicine	3
NMTEC 207	Electrocardiography Skills	1
NMTEC 232	Clinical Education III	10
NMTEC 241	Radiation Biology	1
TOTAL		**15**

SUMMER QUARTER

NMTEC 233	Clinical Education IV	14
NMTEC 275	Board Preparation	1
TOTAL		**15**
GRAND TOTAL		**64**

Nursing

Once required prerequisites are completed, this is a two-year selective admissions program, designed to prepare students to become registered nurses (RN). The program is accredited by the National League for Nursing Accrediting Commission, 61 Broadway, 33rd Floor, New York, NY 10006 (phone 1-800-669-1656) and approved by the Washington State Nursing Care Quality Assurance Commission, Department of Health, PO Box 47864, Olympia WA 98504 (phone 206-664-4100). The curriculum in nursing provides didactic education and clinical experience in medical, surgical, pediatric, psychiatric, maternity, and gerontological nursing.

To be considered for acceptance into the program, students must follow specific admission guidelines, published annually and updated as needed. Refer to the website at www.bcc.ctc.edu/edhs/nursing for any significant changes occurring between publications. Students planning to enroll in this program should be aware that a criminal history investigation will be required and may affect their continued enrollment. The applicant should also be aware that some clinical facilities are randomly screening for drug usage.

Graduates are eligible to take the National Council Licensure Examination (RN-NCLEX). Although students receive a degree from BCC, the actual license to practice nursing in the state of Washington is granted by the Department of Licensing, Nursing Care Quality Assurance Commission, and the Commission stipulates requirements for licensure.

Associate in Arts Degree

Nursing

Students must complete Chemistry 101 or one-year of high-school Chemistry, and English 101 (composition) with a B- or better and assess into Math 105 (Precalculus I) within two quarters prior to applying to the program. The math requirement has a five-year time limit. Before beginning the program, students must complete Biology 260 and 261 with a B- or better. The remaining General Education requirements may be completed after beginning the program.

College courses typically have ratio of one credit hour to one clock hour (hour of attendance) per week. Nursing theory courses (X courses) have this 1:1 ratio. For example, Nursing 100X is a 7-credit course with an average of 7 clock hours per week for a total of 77 clock hours over the 11-week quarter. Nursing clinical courses (Z courses) have a 1:2 ratio. For example, Nursing 100Z is a 5-credit course with an average of 10 clock hours per wee for a total of 110 clock hours over the 11-week quarter.

Course No.	Course Name	Credit Hrs.
BIOL 260	Human Anatomy & Physiology	6
BIOL 261	Human Anatomy & Physiology	6
TOTAL		**12**
FIRST YEAR - FALL QUARTER		
NURS 100X	Nursing I: Fundamentals	7
NURS 100Z	Nursing I: Lab	5
PSYCH 100	Intro to Psychology	5
TOTAL		**17**
FIRST YEAR - WINTER QUARTER		
NURS 101X	Nursing II: Medical/Surgical	6
NURS 101Z	Nursing II: Lab	6
SPCH 230	Intercultural Communication	5
TOTAL		**17**
FIRST YEAR - SPRING QUARTER		
NURS 102X	Nursing III: Medical/Surgical	5
NURS 102Z	Nursing III: Lab	7
BIOL 250*	Microbiology	6
PSYCH 204*	General Developmental Psych	5
TOTAL		**23**
**Note: BIOL 250 and PSYCH 204 must be completed by the Fall Quarter of a student's sophomore year.*		
SECOND YEAR - FALL QUARTER		
One of the following will be assigned:		*11-12*
NURS 220X	Maternal/Child Nursing (7 Cr)	
NURS 220Z	Maternal/Child Nursing Lab (5 Cr)	
OR		
NURS 221X	Psychiatric Nursing (6 Cr)	
NURS 221Z	Psychiatric Nursing Lab (5 Cr)	
Electives		5
TOTAL		**16-17**
SECOND YEAR - WINTER QUARTER		
Choose one of the following:		*11-12*
NURS 220X	Maternal/Child Nursing (7 Cr)	
NURS 220Z	Maternal/Child Nursing Lab (5 Cr)	
OR		
NURS 221X	Psychiatric Nursing (6 Cr)	
NURS 221Z	Psychiatric Nursing (5 Cr)	
Electives		5
TOTAL		**16-17**
SECOND YEAR - SPRING QUARTER		
NURS 222X	Contemporary Issues in Nursing	6
NURS 222Z	Contemporary Issues in Nursing Lab	7
Elective		1
TOTAL		**14**
GRAND TOTAL		**116**

Radiation Therapy

This selective-admissions program prepares students for a highly technical and important component in cancer treatment and cure. To be considered for acceptance into the program, students must follow specific admissions guidelines, published annually.

Radiation Therapists are vital members of cancer teams who administer radiation treatments according to the prescription and instruction of the radiation oncologist (physician). Therapists use a variety of therapeutic modalities in the treatment of cancer, including high-energy linear accelerators and radioactive isotopes. They also assist in treatment planning procedures involving computerized treatment planning, simulation, and dosimetry, and are responsible for maintaining accurate treatment records, assessing patient's psychosocial needs, and providing support and comfort to the patient.

The program is approved by the Joint Review Committee on Education in Radiologic Technology. The curriculum consists of eight consecutive quarters, including summers, of full-time class work combined with clinical experience. Upon successful completion of the programs, students are eligible to take the national examination for certification in Radiation Therapy, which is administered by The American Registry of Radiologic Technologists.

Prior to admission, students must arrange with at least two hospitals (preferably an affiliated hospital) for a four-hour visit to its radiation therapy department during a regular work day. Students must have at least eight hours of hospital visits. Please review a current program brochure which will offer the complete list of affiliate hospitals students may choose to visit. This visit must precede the student's personal interview with the admissions committee.

Associate in Arts Degree

Radiation Therapy

Course No.	Course Name	Credit Hrs.
RADON 100	Principles of Oncology	4
RADON 101	Principles of Dose Calculations	3
RADON 102	Radiographic Physics	2
RADON 103	Radiographic Technique	2
RADON 104	Radiation Therapy Physics I	3
RADON 105	Principles & Practice of RADON I	2
RADON 111	Clinical Practice I	5
RADON 112	Clinical Practice II	5
RADON 113	Clinical Practice III	5
RADON 114	Clinical Practice IV	13
RADON 119	Medial Ethics & Communication in Health Care	2
RADON 120	Radiologic Sciences Patient Care	2
RADON 125	Medical Terminology for Radiologic Sciences	1
RADON 127	Sectional Anatomy	2
RADON 130	Psychosocial Aspects of Cancer Care	2

RADON 150	Pathology	4
RADON 201	Radiation Therapy Physics II	3
RADON 202	Treatment Planning I	2
RADON 203	Treatment Planning II	5
RADON 204	Treatment Planning III	4
RADON 211	Clinical Practice V	8
RADON 212	Clinical Practice VI	8
RADON 213	Clinical Practice VII	8
RADON 214	Clinical Practice VIII	13
RADON 220	Principles & Practice of RADON II	2
RADON 221	Principles & Practice of RADON III	2
RADON 222	Principles & Practice of RADON IV	2
RADON 224	Concept Integration	1
RADON 225	Quality Management	1
RADON 240	Radiation Biology	3
TOTAL		**119**

Certificate of Achievement

Radiation Therapy

Course No.	Course Name	Credit Hrs.
RADON 100	Principles of Oncology	4
RADON 101	Principles of Dose Calculations	3
RADON 104	Radiation Therapy Physics I	3
RADON 105	Principles & Practice of RADON I	2
RADON 114	Clinical Practice IV	13
RADON 201	Radiation Therapy Physics II	3
RADON 202	Treatment Planning I	2
RADON 203	Treatment Planning II	5
RADON 204	Treatment Planning III	4
RADON 211	Clinical Practice V	8
RADON 212	Clinical Practice VI	8
RADON 213	Clinical Practice VII	8
RADON 214	Clinical Practice VIII	13
RADON 220	Principles & Practice of RADON II	2
RADON 221	Principles & Practice of RADON III	2
RADON 222	Principles & Practice of RADON IV	2
RADON 224	Concept Integration	1
RADON 225	Quality Management	1
TOTAL		**84**

Radiologic Technology

This selective admissions program prepares the student to become a Diagnostic Radiologic Technologist capable of carrying out the responsibilities of the staff technologist; it includes a general education background. To be considered for acceptance into the program, students must follow specific admissions guidelines, published annually.

The curriculum consists of combined class work and clinical experience over eight consecutive full-time quarters, including summers. Upon successful completion of the program, students are eligible to take the American Registry examination for certification as a radiologic technologist.

Associate in Arts Degree

Radiologic Technology

FIRST YEAR - SUMMER QUARTER

Course No.	Course Name	Credit Hrs.
RATEC 101	Intro to Radiologic Technology	1
RATEC 107	Positioning & Related Anatomy I	2
RATEC 110	Clinical Education I	3
RATEC 120	Nursing Procedures	2
TOTAL		**8**

FIRST YEAR - FALL QUARTER

RATEC 105	Intro to Radiologic Technique	2
RATEC 106	Computed Imaging	2
RATEC 108	Positioning & Related Anatomy II	3
RATEC 111	Clinical Education II	5
RATEC 125	Medical Terminology	1
TOTAL		**13**

FIRST YEAR - WINTER QUARTER

RATEC 103	Principles of Radiographic Exposure	3
RATEC 109	Positioning & Related Anatomy III	3
RATEC 112	Clinical Education III	5
RATEC 121	Patient Care	2
RATEC 127	Intro to Sectional Anatomy	2
TOTAL		**15**

FIRST YEAR - SPRING QUARTER

RATEC 102	Radiographic Physics	5
RATEC 104	Adv Radiographic Procedures	4
RATEC 113	Clinical Education IV	5
TOTAL		**14**

SECOND YEAR - SUMMER QUARTER

RATEC 210	Clinical Education V	3
TOTAL		**13**

SECOND YEAR - FALL QUARTER

RATEC 211	Clinical Education VI	8
RATEC 220	Pathology I	3
RATEC 240	Radiation Biology & Protection	3
TOTAL		**14**

SECOND YEAR - WINTER QUARTER

RATEC 212	Clinical Education VII	8
RATEC 221	Pathology II	2
RATEC 230	Quality Assurance	2
RATEC 296*	Special Topics in RATEC*	2
TOTAL		**12 OR 14**

SECOND YEAR - SPRING QUARTER

RATEC 213	Clinical Education VIII	8
RATEC 207	Concept Integration	2
RATEC 297*	Special Topics in RATEC*	2
TOTAL		**10 OR 12**
GRAND TOTAL		**101**

**Either take RATEC 296 in Winter or RATEC 297 in Spring, not both.*

Real Estate

This program offers various degree and certificate options for interested students, current investors, or real estate professionals. The coursework provides the academic background to deal with the real estate marketplace. Students may choose from several areas of expertise to assist or enhance their specialty field.

Contact the Real Estate Resource Center for the latest information on required courses for completion of the following options:

Associate in Arts Degree

Real Estate: Appraisal, Escrow, Mortgage Finance, or Title Insurance

Course No.	Course Name	Credit Hrs.
CORE REQUIREMENTS		
Choose one of the following:		*5*
ECON 100	Intro to Basic Economic Principles (5 Cr)	
ECON 200	Intro to Economics: Macroeconomics (5 Cr)	
ECON 201	Intro to Economics: Microeconomics (5 Cr)	
ENGL 101	Written Expression	5
MATH 099	Intermediate Algebra	5
Choose one of the following:		*5*
PSYCH 100	Intro to Psychology (5 Cr)	
SOC 110	Intro to Sociology (5 Cr)	
Choose one of the following:		*5*
SPCH 100	Basic Principles of Oral Comm (5 Cr)	
SPCH 200	Interpersonal Communication (5 Cr)	
SPCH 225	Small Group Communication (5 Cr)	
TOTAL		**25**
BUSINESS CORE COURSES		
ACCTG 210	Fundamentals of Accounting	5
BTS 161	Computer & Software Fundamentals	5
Choose one of the following:		*5*
G BUS 101	Introduction to Business (5 Cr)	
G BUS 202	Law & Business (5 Cr)	
BA 200	Business Law - Legal Foundations (5 Cr)	
TOTAL		**15**

REAL ESTATE CORE COURSES

R EST 130	Principles of Real Estate	5
R EST 131	Real Estate Finance	3
R EST 133	Real Estate Law	3
R EST 135	Real Estate Forecasting & Economics	3
R EST 141	Foundations of Real Estate Appraisal	3
R EST 160	Real Estate Escrow	3
TOTAL		**20**
SUB TOTAL		**60**

Choose one set of specialization requirements (30credits) to complete the Associate in Arts degree in either Appraisal, Escrow, Mortgage Finance, or Title Insurance.

SPECIALIZATION REQUIREMENTS: APPRAISAL

R EST 140	Standards of Professional Appraisal Practice	1.5
R EST 142	Appraisal of Residential Property	3
R EST 143	Real Estate Appraisal Methods	3
R EST 144	Appraising Income Property: Capitalization	3
R EST 146	Appraising Apartments	3
R EST 150	Real Estate Business Management	3
R EST 240	Land Planning & Development	3
Approved electives		10.5
TOTAL		**30**

SPECIALIZATION REQUIREMENTS: ESCROW

R EST 161	Advanced Real Estate Escrow	3
R EST 165	Land Titles Insurance & Clearance	3
R EST 171	Mortgaging Loan Processing	3
R EST 260	Commercial Escrow	3
Approved electives		18
TOTAL		**30**

SPECIALIZATION REQUIREMENTS: MORTGAGE FINANCE

R EST 142	Appraisal of Residential Property	3
R EST 150	Real Estate Business Management	3
R EST 170	Mortgage Loan Underwriting	3
R EST 171	Mortgage Loan Processing	3
R EST 172	Real Estate Loan Officer	3
Approved electives		15
TOTAL		**30**

SPECIALIZATION REQUIREMENTS: TITLE INSURANCE

R EST 161	Advanced Real Estate Escrow	3
R EST 165	Land Titles Insurance & Clearance	3
R EST 166	Land Titles: Examining	3
R EST 167	Land Titles: Underwriting	3
R EST 260	Commercial Escrow	3
Approved electives		15
TOTAL		**30**
GRAND TOTAL		**90**

Associate in Arts Degree

Real Estate Residential Practices

Course No.	Course Name	Credit Hrs.
CORE REQUIREMENTS		
Choose one of the following:		*5*
ECON 100	Intro to Basic Econ Principles (5 Cr)	
ECON 200	Intro to Economics: Macro (5 Cr)	
ECON 201	Intro to Economics: Micro (5 Cr)	
ENGL 101	Written Expression	5
Choose one of the following:		*5*
MATH 105	Precalculus I (5 Cr)	
G BUS 145	Business Mathematics (5 Cr)	
Choose one of the following:		*5*
PSYCH 100	Intro to Psychology (5 Cr)	
SOC 110	Intro to Sociology (5 Cr)	
Choose one of the following:		*5*
SPCH 100	Basic Principles of Oral Comm (5 Cr)	
SPCH 200	Interpersonal Comm (5 Cr)	
SPCH 225	Small Group Comm (5 Cr)	
TOTAL		**25**
BUSINESS CORE COURSES		
ACCTG 210	Fundamentals of Accounting	5
BTS 161	Computer & Software Fundamentals	5
CS 110	Intro to Computers & Apps	5
Choose one of the following:		*5*
G BUS 101	Intro to Business (5 Cr)	
G BUS 202	Law & Business (5 Cr)	
BA 200	Business Law - Legal Foundations (5 Cr)	
TOTAL		**20**
REAL ESTATE CORE COURSES		
R EST 130	Principles of Real Estate	5
R EST 131	Real Estate Finance	3
R EST 133	Real Estate Law	3
R EST 135	R E Forecasting & Economics	3
R EST 141	Foundations of R E Appraisal	3
R EST 160	Real Estate Escrow	3
TOTAL		**20**
SPECIALIZATION REQUIREMENTS		
R EST 134	Real Estate Sales Practices	3
R EST 142	Appraisal of Residential Property	3
R EST 150	Real Estate Business Mgt	3
R EST 151	Real Estate Brokerage Mgt	3
R EST 235	Real Estate Investment Strategy	3
R EST 240	Land Planning & Development	3
Approved electives		7
TOTAL		**25**
GRAND TOTAL		**90**

Certificate of Accomplishment

Real Estate

Course No.	Course Name	Credit Hrs.
REQUIRED COURSES		
R EST 130	Principles of Real Estate	5
R EST 131	Real Estate Finance	3
R EST 133	Real Estate Law	3
R EST 142	Appraisal of Residential Property	3
Any two additional Real Estate courses		6
Recommended:		
R EST 134	Real Estate Sales Practices (3 Cr)	
R EST 135	R E Forecasting & Economics (3 Cr)	
R EST 160	Real Estate Escrow (3 Cr)	
R EST 235	R E Investment Strategy (3 Cr)	
TOTAL		**20**

Certificate of Accomplishment

Real Estate Appraisal

Course No.	Course Name	Credit Hrs.
REQUIRED COURSES		
R EST 130	Principles of Real Estate	5
R EST 140	Standards of Professional Appraisal Practice	1.5
R EST 141	Foundations of R E Appraisal	3
R EST 142	Appraisal of Residential Property	3
R EST 143	Real Estate Appraisal Methods	3
R EST 144	Appraising Income Property: Capitalization	3
Choose one of the following:		*3*
R EST 146	Appraising Apartments (3 Cr)	
R EST 240	Land Planning & Development (3 Cr)	
TOTAL		**21.5**

Certificate of Accomplishment

Real Estate Escrow

Course No.	Course Name	Credit Hrs.
REQUIRED COURSES		
R EST 130	Principles of Real Estate	5
R EST 131	Real Estate Finance	3
R EST 133	Real Estate Law	3
R EST 160	Real Estate Escrow	3
R EST 161	Advanced Real Estate Escrow	3
R EST 165	Land Titles Ins & Clearance	3
TOTAL		**20**

Certificate of Accomplishment

Real Estate Mortgage Finance

Course No.	Course Name	Credit Hrs.
REQUIRED COURSES		
R EST 130	Principles of Real Estate	5
R EST 131	Real Estate Finance	3
R EST 133	Real Estate Law	3
R EST 160	Real Estate Escrow	3
R EST 170	Mortgage Loan Underwriting	3
R EST 171	Mortgaging Loan Processing	3
R EST 172	Rest Estate Loan Officer	3
TOTAL		**23**

Certificate of Accomplishment

Real Estate Title Insurance

Course No.	Course Name	Credit Hrs.
REQUIRED COURSES		
R EST 130	Principles of Real Estate	5
R EST 133	Real Estate Law	3
R EST 160	Real Estate Escrow	3
R EST 165	Land Titles Ins & Clearance	3
R EST 166	Land Titles: Examining	3
R EST 167	Land Titles: Underwriting	3
TOTAL		**20**

Recreation Leadership

This program prepares graduates for positions in city and county recreation, medical institutions, industrial recreation, camping, and various youth service organizations. Recreational leaders assist in planning, organizing and leading activities. After completing their associates' degree requirements, students will be prepared for entry into the upper-division courses at four-year colleges or universities, which offer baccalaureate degrees in professional recreation.

Associate in Arts Degree

Recreation Leadership

Course No.	Course Name	Credit Hrs.
FIRST YEAR - FALL QUARTER		
HLTH 250	Wellness	5
HLTH 292	First Aid & CPR	4
PE 166	Skills & Materials in Team Sports	2
RECED 154	Recreational Resources	5
TOTAL		**16**
FIRST YEAR - WINTER QUARTER		
PE 265	Skills & Materials: Activities for Elementary Children	2
PSYCH 100	Intro to Psychology	5
RECED 245	Recreational Use of Art Crafts	3
SPCH 230	Intercultural Communication	5
TOTAL		**15**
FIRST YEAR - SPRING QUARTER		
ENGL 101	Written Expression	5
PE 266	Skills & Materials: Individual & Dual Sports	2
RECED 290	Therapeutic Recreation	5
	Lab Science electives	6
TOTAL		**18**
SECOND YEAR - FALL QUARTER		
Science elective		5
Electives by advisement		10
TOTAL		**15**
SECOND YEAR - WINTER QUARTER		
PE 209	Skills & Materials of Recreation Dance	2
RECED 274	Practicum in Social Recreation	2
SOC 110	Intro to Sociology	5
Electives by advisement		5
TOTAL		**14**
SECOND YEAR - SPRING QUARTER		
RECED 244	Camp Counseling	3
RECED 254	Practicum in Playground Leadership	3
Electives by advisement		10
TOTAL		**16**
GRAND TOTAL		**94**

Translation & Interpretation

This program is a cooperative effort between Bellevue Community College and the Translation and Interpretation Institute. BCC provides credit for two certificate programs, one in interpretation and one in translation. This program is self-supporting. Permission is required to take courses. Students may start the program during any quarter of the year. Please call (425) 564-3171 for further information.

The programs are intended for bilingual people of diverse educational backgrounds who are interested in pursuing a career in translation or interpretation. The primary criterion for admission is high proficiency in the candidate's working languages. The certificate granted will be language-specific.

Certificate of Accomplishment

Translation

Course No.	Course Name	Credit Hrs.
CORE REQUIREMENTS		
INTRP 101	Intro to Translation & Interpreting	3
TRANS 103	Fundamentals of Translation	3
INTRP 104	Technology for Translators & Interpreters	3
INTRP 105	Vocabulary Acquisition & Terminology Research	3
INTRP 106	Ethics & Business Practices	3
TOTAL		**15**
LANGUAGE-SPECIFIC REQUIREMENTS		
TRANS 109	Adv Translation Workshop I	3
TRANS 110	Adv Translation Workshop II	3
TRANS 112	Translation Practicum	1
TOTAL		**7**
GRAND TOTAL		**22**

Certificate of Accomplishment

Interpretation

Course No.	Course Name	Credit Hrs.
CORE REQUIREMENTS		
INTRP 101	Intro to Translation & Interpreting	3
INTRP 102	Fundamentals of Interpreting	3
INTRP 104	Technology for Translators & Interpreters	3
INTRP 105	Vocabulary Acquisition & Terminology Research	3
INTRP 106	Ethics & Business Practices	3
TOTAL		**15**
LANGUAGE-SPECIFIC REQUIREMENTS		
INTRP 107	Advanced Interpreting Skills I	3
INTRP 108	Advanced Interpreting Skills II	3
INTRP 111	Interpretation Practicum	1
TOTAL		**7**
GRAND TOTAL		**22**

BCC programs and curricula are subject to change. For the most up-to-date information about course content and degree or certificate requirements, go to ***www.bcc.ctc.edu***

Work Internships

This is a learning opportunity for students in professional programs in which actual on-the-job experience is coordinated with academic study as a means for providing students with real life experience in their chosen fields. Students register for an internship, practicum, or individual study programs, and credits vary with the number of work hours, frequency of meetings with instructor, and extent of project report requirements.

Some courses may be repeated, and at least two quarters of participation are highly desirable. Registration for some of these courses is available throughout the quarter depending on placement availability. Program advisors plan work experiences with students as part of their personal development, general education, and occupational training. Students must discuss work-based experience availabilities with their program advisors.

Divisions

At Bellevue Community College (BCC), as at most colleges and universities, instructional departments offer areas of study (e.g., English, Sociology, Physics). Related departments are combined into larger divisions (e.g., Arts & Humanities, Social Science, Science). The outline below shows BCC's division structure. Students who have questions about the subject matter, requirements, permission to register, etc., for a particular course or program of study are encouraged to contact the appropriate department or the division office.

An asterisk (*) indicates a department offering an "academic concentration" or major (see page 11).

Arts & Humanities Division

Division office: R230
Phone: (425) 564-2341
Fax: (425) 564-2690
www.bcc.ctc.edu/artshum/
Division chair: Tom Nielsen

The Arts and Humanities Division offers courses of study in the traditional humanities, developmental education, performing arts, and a professional program with kinship to the arts: Interior Design.

Instructional Programs

- American Studies
- Applied Linguistics & Language
- Art
- Communication
- Dance
- Developmental Education
  - Adult Basic Education
  - English as a Second Language
  - English Language Institute
  - General Education Development
- Drama
- English
- Foreign Languages
  - American Sign Language
  - Chinese
  - French
  - German
  - Japanese
  - Spanish
- Humanities
- Interdisciplinary Studies
- Interior Design
- Music*
- Philosophy*
- Speech

Related Activities

- Art Gallery: Library Gallery Space
- Dance Ensemble: Eastside Moving Company
- Honors Program
- Learning Labs
  - Basic Skills Labs
  - Reading Lab
  - Writing Lab
- Music performance groups
  - Symphonic Choir
  - Chamber Choir
  - Vocal Jazz Ensemble "Jazz Explosion"
  - Jazz Band
- Student art & literature magazine: "Arnazella"
- Student clubs & organizations
  - Ceramics Club
  - Interior Design Students Association
  - Philosophy Club
  - Stagefright (drama club)
  - Washington Music Educators Association, student chapter
- Student newspaper: "The Jibsheet"
- Tutoring for English-as-a-second-language and basic-skills students

Business Division

Division Office: A242 (temporarily located in D104)
Phone: (425) 564-2311
Fax: (425) 564-4197
www.bcc.ctc.edu/business/
Division Chair: Margaret Turcott

The Business Division offers academic transfer and vocational program certificates and degrees.

Instructional Programs

- Accounting
  - Paraprofessional
  - Business Administration Transfer
- Business Administration
- Business Technology Systems
- Computer Science
- Database Administration
- Digital Communication
  - Animation
  - Gaming
  - Internet Application Development
  - Media Theory
  - Mobile Computing
  - Video Production
  - Web Multimedia Authoring
- E-Commerce
- General Business
- Information Technology
  - Network Services & Computer Systems
  - Programming
  - Technical Support
- Marketing Management

Related Activities

- Student Clubs & Organizations
  - BCC IT Students
  - Delta Epsilon Chi (marketing & management)

Health Sciences

Division Office: R130
Phone: (425) 564-2348
Fax: (425) 564-3128
www.bcc.ctc.edu/edhs/
Division Chair: Sharon Allen Felton

The Health Science Division offers a diverse array of programs and course offerings. Programs, classes, and workshops provide instruction and preparation for licensing and certifying examinations, and for expanding knowledge and skills in the changing health care fields.

Instructional Programs

- Alcohol & Drug Studies
- Diagnostic Ultrasound
- Early Childhood Education
- Education
- Fire Service Programs
  - Fire Command & Administration
  - Fire Investigation
  - Fire Prevention Specialist
  - Fire Science
- Health
- Home Economics
- Imaging
- Individual Development
- Nuclear Medicine Technology
- Nursing
- Parent Education
- Physical Education
- Radiation Therapy
- Radiologic Technology
- Recreation Leadership

Related Activities

- Academic Tutoring
- Athletics & Intramural Sports
- Fitness Center
- Student Clubs & Organizations
- Pre Health Sciences

Human Development

Division Office: B234
Phone: (425) 564-2212
Fax: (425) 564-4177
www.bcc.ctc.edu/hdc/
Assoc. Dean of Student Development: Ron Taplin

Human Development classes help student meet academic and personal goals. Classes also offer the opportunity to help other students by becoming a peer counselor.

Instructional Programs

- Human Development

Related Programs & Services

- Career Center
- Counseling Center
- Disability Support Services
- Educational Planning Resource Center
- Multi-cultural Services
- TRiO Student Support Services
- Women's Center/Student Access Center

Science Division

Division Office: L200
Phone: (425) 564-2321
Fax: (425) 564-4125
http://scidiv.bcc.ctc.edu/
Division Chair: Jack Surendranath

The Science Division offers first- and second-year courses used extensively as prerequisites for a wide variety of majors in engineering, life sciences, mathematics, and physical sciences.

Instructional Programs

- Astronomy
- Basic Science
- Biology
- Botany
- Chemistry
- Engineering
- Environmental Science
- Geology
- Mathematics
- Meteorology
- Oceanography
- Physics

Related Activities

- BCC Greenhouse
- BCC Weather Station
- Learning Labs
  - Math Lab
  - Science Study Center
- Observatory
- Planetarium
- Student clubs & organizations
  - Astronomy Club
  - Botany Club
  - BCC Greens
  - Geology Club
  - Pre-Med Club
  - Science Club

Social Science Division

Division Office: D110
Phone: (425) 564-2331
Fax: (425) 564-3108
www.bcc.ctc.edu/socsci/
Division Chair: Thomas Pritchard

The Social Science Division offers courses in academic transfer and occupational programs.

Instructional Programs

- Administration of Criminal Justice
- Anthropology
- Economics
- Geography
- History
- International Studies
- Political Science
- Psychology
- Sociology

Related Activities

- Center for Puget Sound History & Archeology
- Model United Nations

Continuing Education

Office Location:
North Campus, 10700 Northup Way
Phone: (425) 564-2263
Fax: (425) 564-3094
www.conted.bcc.ctc.edu
Vice President for Workforce Development:
Paula Boyum

The most comprehensive in the region, BCC's Continuing Education division offers credit and non-credit classes, seminars, workshops, certificates, degrees, and professional certification in many areas of study.

Instructional Departments

- Fast Track
  - Java Developer (certificate)
  - Microsoft Certified Database Administrator (certificate)
  - Microsoft Certified Systems Engineer (certificate)
  - Technical Support–Networking (certificate)
- Real Estate
  - Appraisal (degree and certificate)
  - Commercial Practices (degree)
  - Escrow (degree and certificate)
  - Mortgage Finance (degree and certificate)
  - Real Estate (certificate)
  - Residential Practices (degree)
  - Title Insurance (degree and certificate)
- World Languages
  - Interpretation (certificate)
  - Translation (certificate)

Course Descriptions

Accounting (Paraprofessional)

BUSINESS DIVISION

ACCT 101
Practical Accounting I • 5 CR

Introduces the use of journals and ledgers for reporting business transactions. Students learn periodic adjustments, closing procedures, and preparation of financial statements. For vocational business majors. Not recommended for students transferring to 4-year colleges. Prerequisite: G BUS 145.

ACCT 102
Practical Accounting II • 5 CR

Covers accounting procedures for corporations and partnerships and basic analysis of financial statements. Not recommended for students transferring to 4-year colleges. Prerequisite: ACCT 101.

ACCT 135
Business Payroll Tax Accounting • 5 CR

Examines systems and operations of payroll tax accounting. Students learn to prepare Form 941, 940, and W-2 and to use a computerized payroll system. Topics include the Fair Labor Standards Act and Social Security Act. Prerequisite: ACCT 101 or permission of instructor.

ACCT 172
Small Business Computerized Accounting • 5 CR

Applies computer software solutions to specific accounting problems. Topics include accounts receivable, accounts payable, depreciation, payroll, ledgers, and financial statements. Prerequisite: ACCT 101 or permission of instructor.

ACCT 199
Individual Studies in Accounting • V1-10 CR

Covers directed readings, special projects, and independent study by an individual student. Prerequisite: Permission of instructor.

ACCT 234
Managerial Accounting • 5 CR

Explores the use of managerial accounting techniques and analytical tools in business decision-making. Students focus on short- and long-range financial planning, management planning, and control. Prerequisite: ACCT 102.

ACCT 240
Computerized Accounting • 5 CR

Introduces the use of the PC to solve accounting problems. Students create accounting applications using various software programs. Prerequisite: ACCT 101 or permission of instructor.

ACCT 245
Accounting Information Systems • 5 CR

Students complete various accounting exercises and projects using a mid-range information system program (e.g., Oracle, Microsoft Great Plains, etc.) to demonstrate the capability of a mid-sized accounting system to collect and communicate strategically valuable information. Students learn accounting software including: general ledger, accounts payable, accounts receivable, bank reconciliation, banking, purchase orders, invoicing, payroll, fixed assets, and reporting. Students also map business process flows and assure system security. Prerequisite: ACCT 101 or ACCTG 210. Recommended prerequisite: BTS 161.

ACCT 250
Intermediate Accounting • 5 CR

Examines the theoretical foundations of accounting in depth. Topics include cash flow, revenue recognition, lease accounting, and advanced financial reporting. Prerequisite: ACCT 102 or permission of instructor.

ACCT 260
Accounting For Non-Profit Agencies • 5 CR

Presents a framework for accounting and financial reporting for government and not-for-profit organizations. Topics include general and special fund accounting for hospitals, charities, foundations, colleges and universities, and government agencies. Prerequisite: ACCT 102.

ACCT 270
Cost Accounting • 5 CR

Covers the fundamentals and principles of cost accounting. Students learn cost control by applying process, job, and standard cost procedures. Prerequisite: ACCT 102.

ACCT 285
Federal Income Taxes • 5 CR

Introduces the concepts and procedures for preparing personal federal income tax returns. Prerequisite: ACCT 102.

ACCT 294/295/296/297
Special Topics in Accountancy/ Finance • V1-10 CR

Allows in-depth study of subjects supplementing the accountancy curriculum. Topics are announced in the class schedule.

ACCT 299
Individual Studies in Accounting • V1-10 CR

Covers directed readings, special projects, and independent study by an individual student. Prerequisite: Permission of instructor.

Accounting (for Business Admin. Transfer)

BUSINESS DIVISION

ACCTG 210
Fundamentals of Accounting I • 5 CR

Presents the nature and social setting of accounting; uses of accounting information; and basic concepts and procedures. The first accounting course required of business administration students planning to transfer to a 4-year college or university. Prerequisite: ENGL 101 or COMM 141 with a C- or better; or entry code.

ACCTG 220
Fundamentals of Accounting II • 5 CR

Presents basic concepts used in financial reporting and interpreting financial statements. Prerequisite: ACCTG 210 with a C- or better; or entry code.

ACCTG 230
Basic Accounting Analysis • 5 CR

Analyzes and evaluates accounting information as part of the control, planning, and decision-making processes. Students concentrate on the use of information by business managers and decision makers. Prerequisite: ACCTG 220 with a C- or better; or entry code.

Administration of Criminal Justice

SOCIAL SCIENCE DIVISION

ADMCJ 101
Survey of Law Enforcement & Administration • 5 CR

Surveys the criminal justice process from arrest through release. Students examine the responsibilities of and relationships among police, prosecutors, courts, prisons, and probation and parole systems.

ADMCJ 102
Survey of Police Organization & Administration • 5 CR

Presents organizational structure and concepts of staff and line, chain of command, and hierarchy. Students examine advantages and limitations of organizational models for agencies of varying sizes.

ADMCJ 104
Introduction to Criminal Law • 5 CR

Surveys theories and concepts of law pertaining to the criminal justice system. Topics include the Revised Code of Washington and specific state and federal constitutional amendments.

ADMCJ 111
Principles of Criminal Interrogation • 5 CR

Reviews principles and techniques of interviewing in a crime-related situation. Students learn to work with victims, witnesses, and suspects and to detect deception. Topics include constitutional amendments that apply to individuals charged with criminal offenses.

ADMCJ 194/195/196/197
Special Topics in Criminal Justice • V1-10 CR

Covers supplementary or unusual classes related to the field. Topics are announced in the class schedule. Prerequisite: Permission of instructor.

ADMCJ 198
Seminar in Criminal Justice • V1-10 CR

Includes seminars, workshops, etc., for which college credit is offered.

ADMCJ 199
Individual Studies in Criminal Justice • V1-10 CR

Covers directed readings, special projects, and independent study by an individual student. May be repeated for a maximum of 15 credits. Prerequisite: Permission of instructor.

ADMCJ 200
Criminal Evidence & Procedures—Police Officer • 5 CR

Surveys the steps in collecting evidence, both real and circumstantial, in a criminal case. Students examine the legal processes from investigation through the trial process.

ADMCJ 202
Principles of Criminal Investigation • 5 CR

Presents fundamental investigative techniques used within the criminal justice system. Topics include discovery, preservation, and presentation of evidence; methods of obtaining information and developing sources; and functions of a criminal laboratory.

ADMCJ 204
Constitutional Criminal Procedures • 5 CR

Studies the Fourth, Fifth, Sixth, and Fourteenth Amendments to the U.S. Constitution and their impact on contemporary police practices. Students analyze Supreme Court decisions concerning arrests, searches, seizures, self-incrimination, and post-indictment right to counsel.

ADMCJ 206
Community-Oriented Policing • 5 CR

Analyzes the philosophy and strategies essential to community-oriented policing. Students examine the role of the police in American society and the dynamics of the interaction between the police and their constituents.

ADMCJ 230
Women in Criminal Justice • 5 CR

Surveys historical and social changes in the roles women play in criminal justice agencies. Major topics are the role of women as victims, offenders, and professionals in the criminal justice system. Recommended: ADMCJ 101 and 242.

ADMCJ 242
Law & the Police in a Multicultural Society • 5 CR

Examines the strengths and weaknesses of the police carrying out their mission in a culturally diverse society. Students develop an understanding of the influences of culture, race, ethnicity, sexual orientation, and socioeconomic class on the legal process and within society.

ADMCJ 244
Defensive Tactics for Criminal Justice • 3 CR

Develops physical conditioning and an understanding of "use of force" principles in law enforcement. Students practice level-one arrest and control techniques such as escorts, takedowns, control, and handcuffing, as well as level-two self-defense techniques for dealing with aggressive subjects. Same as PE 244. Either ADMCJ 244 or PE 244 may be taken for credit, not both.

ADMCJ 248
Ethics in Criminal Justice • 5 CR

Examines the philosophical, moral, and ethical bases of human behavior from a criminal justice perspective. Students discuss justice, law, and punishment; moral decision-making; and ethical and legal dilemmas in law enforcement. Same as PHIL 248. Either ADMCJ 248 or PHIL 248 may be taken for credit, not both.

ADMCJ 249
Intermediate Defensive Tactics—Criminal Justice • 3 CR

Continues ADMCJ 244, with further development of basic arrest-and-control and self-defense skills. Students also learn the use of the straight baton and OC spray. Same as PE 249. Either ADMCJ 249 or PE 249 may be taken for credit, not both.

ADMCJ 253
Principles of Drug & Alcohol Enforcement • 5 CR

Studies the unique demands that alcohol and drug offenses place on the criminal justice system. Students learn how the procedures of investigation, information management, and prosecution differ between alcohol and drug crimes and other criminal offenses.

ADMCJ 271
Introduction to Criminology • 5 CR

Surveys the study of crime, causation, and criminals. Topics include types and characteristics of offenders and criminal behaviors, recidivism, environmental influences, diagnostic methods, prediction, prevention, and social policy.

ADMCJ 294/295/296/297
Special Topics in Criminal Justice • V1-10 CR

Covers supplementary or unusual classes related to the field. Topics are announced in the class schedule. Prerequisite: Permission of instructor.

ADMCJ 298
Seminar in Criminal Justice • V1-10 CR

Includes seminars, workshops, etc., for which college credit is offered.

ADMCJ 299
Individual Studies in Criminal Justice • V1-10 CR

Covers directed readings, special projects, and independent study by an individual student. May be repeated for a maximum of 15 credits. Prerequisite: Permission of instructor.

Adult Basic Education

ARTS & HUMANITIES

ABE 060
Orientation to Basic Skills • V1-3 CR

Prepares native and non-native speakers (ESL 3, 4, or 5) for basic skills classes by introducing students to the program and the college. Helps students identify abilities, learning styles, skills, and barriers; set educational goals; and create learning plans. Prerequisite: Placement by assessment into ESL or Adult Basic Education.

ABE 062/063/064
Adult Basic Education—Level 2, 3, & 4 • V1-8 CR

Prepares native English-speaking adults and, in some cases, high-level English-as-a-second-language students for credit courses or GED preparation courses by improving basic reading, writing, grammar, and math skills. Substantial and sustained progress is a requirement for continued enrollment. Prerequisite: Placement by assessment.

Alcohol & Drug Studies

HEALTH SCIENCE & RELATED PROGRAMS

ALDAC 101
Understanding Addiction: Effects on Human Behavior & Society • 3 CR

Surveys drinking and drug use, alcoholism, and drug addiction. Students discuss relevant theories and research, treatment rationale and modalities, and the social, psychological, physical, and legal aspects of chemical dependency.

ALDAC 102
Physiological Actions of Alcohol & Other Drugs • 3 CR

Covers the nature of alcohol and other psychoactive drugs, including ingestion, absorption, metabolism, action, and interaction. Topics include physiological and psychological effects of alcohol and other psychoactive drugs on the individual and the consequences of use and abuse.

ALDAC 103
Introduction to Counseling/Helping Professions • 3 CR

Introduces various counseling theories, modalities, and techniques used in the treatment of chemical dependency. Students discuss theory and process, and gain basic skills and understanding in counseling.

ALDAC 104
Prior Learning Portfolio Development Seminar • 1 CR

Designed for Alcohol/Drug Studies students to explore learning theory and life experiences. Course teaches documentation preparation of college level learning based on life experience. Students learn to document non-traditional learning experiences for evaluation as college-level learning. Students pay per-credit fee for all academic credit awarded in addition to the cost of the seminar. Prerequisite: Permission of program director.

ALDAC 105
Chemical Dependency & the Family • 3 CR

Examines the impact of chemical use on families and discusses treatment modalities designed to intervene in dysfunctional systems. Counselors learn to clarify their own issues and understand their limitations when treating families/clients. Prerequisite: ALDAC 101 or permission of director.

ALDAC 106
Chemical Dependency Counseling Techniques • 3 CR

Reviews the theories, practices, and techniques of chemical dependency counseling and the counselor's responsibilities and relationship to the client. Format includes role-playing and case review. Prerequisite: ALDAC 101, 102, 103, or permission of director.

ALDAC 108
Case Management: Chemically Dependent Client • 3 CR

Assists drug and alcohol abuse counselors and other healthcare professionals in case file management. Seminar format. Prerequisite: ALDAC 106 or permission of director.

ALDAC 150
Relapse Prevention • 2 CR

Addresses the processes and behaviors leading to alcohol/drug relapse. Chemical dependency counselors learn methods for preventing relapse and promoting recovery for a client. Prerequisite: ALDAC 106 or permission of director.

ALDAC 160
Cultural Diversity in Addiction Counseling • 2 CR

Provides the knowledge and tools required in cross-cultural counseling of chemically dependent clients. Students develop treatment strategies that incorporate cultural elements and address barriers to recovery.

ALDAC 194/195/196/197
Special Topics in Alcohol & Drug Studies • V1-3 CR

Allows specialized or in-depth study of subjects supplementing the alcohol and drug studies curriculum. Topics are announced in the class schedule.

ALDAC 198
Seminar in Alcohol & Drug Studies • V1-3 CR

Includes seminars and workshops for which college credit is offered. Topics are announced in the class schedule.

ALDAC 199
Individual Studies in Alcohol & Drug Studies • V1-3 CR

Covers directed readings, special projects, and independent study by an individual student.

ALDAC 204
Adolescent Addiction: Assessment & Treatment • 2 CR

Reviews signs, symptoms, and patterns of drug use and abuse among adolescents. Students learn effective and appropriate screening and evaluation methods. Prerequisite: ALDAC 106 or permission of director.

ALDAC 206
Group Process in Chemical Dependency Treatment • 3 CR

Presents the theory, dynamics, goals, and methods of chemical dependency group work. Students develop group facilitation skills. Prerequisite: ALDAC 106 or permission of director.

ALDAC 207
HIV/AIDS Risk Intervention & Blood Borne Pathogens • 1 CR

Provides DASA-approved HIV/AIDS and air/blood borne pathogens training, as required to become a Chemical Dependency Counselor. Students must attend all sessions to earn the DASA certificate. Prerequisite: ALDAC 101.

ALDAC 208
Overview of Mental Health & DSM-IV • 3 CR

Covers assessment and treatment strategies for the mentally ill, chemically addicted client. Students become familiar with the DSM-IV and psychotropic medications. Required for CCDC II or CDS II certification. Prerequisite: ALDAC 106 or permission of director.

ALDAC 210
ADIS Instructor Training • 3 CR

Prepares chemical dependency counselors or trainees to teach the state-required course for non-chemically dependent persons convicted of driving while intoxicated ("alcohol & drug information school"). Students must attend all sessions to earn a DASA certificate.

ALDAC 212
Ethics & Professionalism in Chemical Dependency • 2 CR

Compares codes of ethics for chemical dependency professionals to codes from other disciplines. Students examine the origins of personal and professional values. Prerequisite: ALDAC 106 or permission of director.

ALDAC 215
Chemical Dependency & the Law • 2 CR

Provides alcohol and drug abuse counselors with up-to-date information on addictions and the law as found in the Washington Administrative Code. Prerequisite: ALDAC 106 or permission of director.

ALDAC 220
Addiction Counseling Clinical Practicum • 3 CR

Provides work experience under qualified supervision in a DASA-certified facility. Designed to meet Washington Administrative Code requirements (WAC 246-811-048). Prerequisite: Permission of director.

ALDAC 230
Introduction to Family Systems: Intervention/Prevention • 3 CR

Examines techniques for early and long-term treatment of chemical dependency with focus on counseling families, couples, and significant others. Students learn the "developmental model for recovery" and intervention and prevention techniques within family systems of culturally diverse, chemically dependent populations. Prerequisite: ALDAC 101, 105, and 106; or permission of director.

ALDAC 294/295/296/297
Special Topics in Alcohol & Drug Studies • V1-3 CR

Allows specialized or in-depth study of subjects supplementing the alcohol and drug studies curriculum. Topics are announced in the class schedule.

ALDAC 298
Seminar in Alcohol & Drug Studies • V1-3 CR

Includes seminars and workshops for which college credit is offered. Topics are announced in the class schedule.

ALDAC 299
Individual Studies in Alcohol & Drug Studies • V1-3 CR

Covers directed readings, special projects, and independent study by an individual student.

American Studies

ARTS & HUMANITIES DIVISION

Courses in American Studies offer students a unique opportunity to examine change and continuity in American culture. The focus on American life and society provides an understanding of our own culture as well as its impact on other countries in the world. American Studies uses a multidisciplinary approach to draw upon the special interests of faculty from many departments in the college.

Both the flexibility and the stimulating topics of American Studies are primary reasons for students to enroll in this program's courses. In addition, its courses enable students to analyze and evaluate aspects of American identity and the products of culture.

AMST 101
Introduction to American Myth • V3-5 CR

Analyzes the myth of "America" as found in American life and thought, literature, the arts, and the mass media. Students get an overview of the field of American Studies as it relates to other disciplines. Students apply critical thinking skills to their own value systems.

AMST 102
Introduction to American Culture • 2 CR

Examines central themes of American Studies as they relate to other disciplines. Themes can include The American Dream; Comparative Culture: U.S. and Asia; Immigration in American Life, and others.

AMST 103
American Art & Architecture • 5 CR

Compares five regions of the U.S., emphasizing the cultural diversity that has influenced the art and architecture of each. Same as ART 103. Either AMST 103 or ART 103 may be taken for credit, not both.

AMST 114
American Film as Literature • 5 CR

Introduces the critical study of the motion picture as an expressive medium comparable to literary art. Students review the history and cultural traditions of American film, with focus on the feature-length film as a novelistic form. Students analyze film adaptations of American literary texts. Also includes documentaries and other genres.

AMST 135
Introduction to American Philosophy • 5 CR

Surveys American philosophy from colonial times to the present. Students analyze political philosophy, social justice, and epistemology. Philosophers studied may include Jefferson, Emerson, James, Dewey, Royce, Santayana, King, Rawls, and Rorty. Same as PHIL 135. Either AMST 135 or PHIL 135 may be taken for credit, not both.

AMST 150
Introduction to Mass Media • 5 CR

Examines the structure and operation of American mass media, including television, radio, newspapers, magazines, and film. Students analyze media influence on society and the relationships among media, audience, and government. Same as COMM 150. Either AMST 150 or COMM 150 may be taken for credit, not both.

AMST 160
Introduction to American Political Culture • 5 CR

Examines the structures and systems of American politics using a multidisciplinary approach. Students analyze the development of political culture and its evolution through time. Same as POLSC 160. Either AMST 160 or POLSC 160 may be taken for credit, not both.

AMST 180
Anthropology of American Life • 5 CR

Examines American culture from a social science perspective. Topics include the historical origins of cultural and political values, the effects of economic changes, and the impact of mass culture on American consciousness. Same as ANTH 180. Either AMST 180 or ANTH 180 may be taken for credit, not both.

AMST 200
Cultural Pluralism • 5 CR

Explores the roles that race, gender, and class differences play in American society. Students examine the impact that racism, sexism, and class conflict has on our lives and our social, economic, and political structures.

AMST 260
Economic Development of the U.S. • 5 CR

Analyzes the industrialization and transformation of the U.S. economy from colonial times to the present. Students examine the rapid changes after the Civil War and the Great Depression, as well as the contributions of immigrants and native groups. Same as ECON 260. Either AMST 260 or ECON 260 may be taken for credit, not both. Recommended: 30 prior college credits.

AMST 285
American Humor • 5 CR

Surveys the history of American humor. Topics may include the Down East, Old Southwest, and Literary Comedian genres of the 19th century and the Purple Cow and Columnists humorists of the 20th century. Students may also analyze contemporary forms such as cartoons and stand-up comedy.

AMST 286
Popular Culture • 5 CR

Analyzes various forms of contemporary popular culture and its expression in mass media. Specific topics may include western and romance novels, consumerism, advertising, gender images, folklore, film, and music.

AMST 287
American Heroes • 5 CR

Investigates the American hero as part of the American dream. Students examine the different ideologies for men and women as well as ethnic minorities. Students take an interdisciplinary approach to analyzing changing heroic values in literature, history, film, art, and music.

AMST 288
Frontiers—Land & Space • 5 CR

Explores land (wilderness, frontier, city) and space as major symbols in the American myth. Students gain an interdisciplinary perspective on concepts from the "promised land" of Puritan New England to 20th-century space exploration.

AMST 294/295/296/297
Special Topics in American Studies • V1-5 CR

Allows focused study of a topic supplementing the American Studies curriculum. Student interest and instructor expertise help determine the topic, which is announced in the class schedule. Examples of topics are American Women Artists, Stages of American Life, Modernity in America, and Immigrant Women.

AMST 299
Individual Studies in American Studies • V1-5 CR

Covers directed reading, special projects, and independent study by an individual student.

Animation & Graphics

BUSINESS DIVISION

The Animation & Graphics Program offers the opportunity to develop basic and intermediate skills in illustration, image manipulation, and design. Students will develop competencies in their use of industry-standard vector drawing and raster image software, and understand their application to the production of video, web pages, and two- and three-dimensional animation.

ANIM 115
Drawing for Animation I • 5 CR

Introduces the fundamental principles of drawing for animation. Students work with perspectives in drawing and creating characters and silhouettes that convey movement and emotions by using different drawing effects to change the mood and intent of the drawing.

ANIM 116
Drawing for Animation II • 5 CR

Students learn advanced drawing skills and techniques to be applied to the development of animation sequences. Emphasis is placed on creating and developing characters and compositions that effectively support the storytelling. Prerequisite: ANIM 115 at BCC with a C- or better; or entry code.

ANIM 120
Animation Foundations • 5 CR

Introduces the basic terminology, concepts, and principles of animation. Students learn historical perspective, current technologies, applications of animation, basic principles of 2-D and 3-D animation, and application of animation to the web. Prerequisite: MEDIA 109 at BCC with a C- or better; or entry code.

ANIM 121
Imaging Foundations • 5 CR

Introduces the techniques, technology, and theory of raster (bitmapped) and vector digital images in web, multimedia, digital video, and animation applications. Prerequisite: MEDIA 109 at BCC with a C- or better; or entry code.

ANIM 220
Raster Images • 5 CR

Develops intermediate skills using raster-based images. Students learn to apply these skills in developing on-screen, multimedia, and Web applications using Adobe Photoshop or similar software. Prerequisite: ANIM 121 at BCC with a C- or better; or entry code.

ANIM 222
Vector Images & Illustrations • 5 CR

Presents fundamental skills in visual communication, screen design, and typography. Students learn to apply these skills to the development of on-screen, multimedia, and Web applications using Illustrator or similar vector software. Prerequisite: ANIM 121 at BCC with a C- or better; or entry code.

ANIM 230
2-D Animation I • 5 CR

Introduces tools and skills needed to create two-dimensional digital animation. Students work with different animation techniques—non-moving, path, cel, time-based, etc.—and combine sequences with audio to create finished animated objects. Prerequisite: ANIM 115, 120, and 121 at BCC with a C- or better; or entry code.

ANIM 231
2-D Animation II • 5 CR

Develops knowledge and skill to create professional two-dimensional animation products in a production team environment. Students gain proficiency in the use of scripting, databases, interactivity, special effects, and staging techniques. Students also create interactive animation stories and games that use effective timing, style and motion, and develop motion- and context-integrated animation sequences. Prerequisite: ANIM 115, and IDEV 111 at BCC with a C- or better, or entry code. Concurrent enrollment in ANIM 116.

ANIM 240
3-D Animation I • 5 CR

Introduces tools and skills needed to create three-dimensional digital animation. Students work with different animation techniques—non-moving, path, cel, layered cel, etc.—and combine sequences with audio to create finished animated objects. Prerequisite: ANIM 115, 120, and 121 at BCC with a C- or better; or entry code. Recommended: VIDEO 112 at BCC with a C- or better.

ANIM 241
3-D Animation II • 5 CR

Introduces skills and techniques used to create digital three-dimensional character animation. Students work with character motion and advanced animation techniques. Prerequisite: ANIM 240 and VIDEO 112 at BCC with a C- or better; or entry code. Concurrent enrollment in ANIM 116.

ANIM 271
Production Systems • 4 CR

Presents a systematic approach to production management and operations. Students analyze the systems within BCC-TV operations and learn to work effectively as production team members. Requires basic word-processing skill. Prerequisite: Acceptance into Production Assistant Certificate Program.

ANIM 272
Technical Operations for Animation • 4 CR

Develops students' working knowledge of operating procedures, equipment, software applications, and technologies used to develop animation products. Prerequisite: Acceptance into Animation Advanced Track Program and permission of instructor.

ANIM 273
Production Practicum I • 4 CR

Gives practical experience as camera operators, audio technicians, control room technicians, or other crewmembers for designated productions. Students also learn to operate various stations in the Channel 28 headend (including duplication, computer graphics, satellite downlinking). Prerequisite: Acceptance into Production Assistant Certificate Program.

ANIM 274
Production Design • 4 CR

Presents a systems approach to the production process. Topics include design, treatments, storyboards, publicity, budgets, and scripts; scouting locations and assembling a crew; compiling and analyzing audience profiles, impact, and feedback; increasing audio, video, and post-production values; ethics and integrity. Prerequisite: Acceptance into Production Assistant Certificate Program.

ANIM 275
Advanced Animation I • 4 CR

Advances student technical skills in developing animation products using advanced tools and techniques. Prerequisite: Acceptance into Advanced Track Program.

ANIM 276
Production Practicum II • 4 CR

Provides experience in editing programs and functioning in crew positions. Students use linear and non-linear editing systems; function as technical director, floor director, and assistant producer or director; organize and operate videoconferences; and create publicity materials using desktop publishing software. Prerequisite: Acceptance into Production Assistant Certificate Program.

ANIM 277
Production Management • 4 CR

Covers elements of directing fiction and non-fiction programming. Topics include writing scripts and developing characters; staging; camera work; and directing interviews, demonstrations, and commercials. Prerequisite: Acceptance into Production Assistant Certificate Program.

ANIM 278
Advanced Animation II • 4 CR

Advances student technical skills in using special effects in the development of animation products. Prerequisite: Acceptance into Advanced Track Program.

ANIM 279
Production Practicum III • 4 CR

Provides experience in advanced-level production processes. Topics include client interviews; content development and research; audience and purpose; timelines and budgets; production book management; location and studio supervision and direction; post-production requirements; and program evaluation. Prerequisite: Acceptance into Production Assistant Certificate Program.

ANIM 280
Production Portfolio • 3 CR

Allow students to design résumés and portfolios and develop employment strategies. Students design production résumés; compile and edit résumé videotapes; create written résumés; practice job-search networking, and conduct job interviews. Prerequisite: Acceptance into Production Assistant Certificate Program.

ANIM 281
Career Preparation • 6 CR

Allow students to identify and secure an internship in media production and complete a contract of employment. Prerequisite: Acceptance into Production Assistant Certificate Program.

ANIM 282
Production Practicum IV • 3 CR

Provides experience on multiple production projects. Students seek out and create projects, work with producers to develop concepts, oversee production quality, and evaluate results and audience feedback. Prerequisite: Acceptance into Production Assistant Certificate Program.

Anthropology

SOCIAL SCIENCE DIVISION

ANTH 100
Introduction to Anthropology • 5 CR

Provides an overview of the field of anthropology. Topics include physical characteristics of humans past and present, human social and cultural relations, cultures and peoples of the past, and language.

ANTH 180
Anthropology of American Life • 5 CR

Examines American culture from a social science perspective. Topics include the historical origins of cultural and political values, the effects of economic changes, and the impact of mass culture on American consciousness. Same as AMST 180. Either ANTH 180 or AMST 180 may be taken for credit, not both.

ANTH 194/195/196/197
Special Topics in Anthropology • V1-10 CR

Covers supplementary or unusual classes related to the field. Topics are announced in the class schedule.

ANTH 198
Seminar in Anthropology • V1-10 CR

Includes seminars, workshops, etc., for which college credit is offered.

ANTH 199
Individual Studies in Anthropology • V1-10 CR

Covers directed readings, special projects, and independent study by an individual student. May be repeated for a maximum of 15 credits. Prerequisite: Permission of instructor.

ANTH 200
Introduction to Linguistics • 5 CR

Introduces the scientific study of language. Topics include the structures of sounds, words, and sentences; the relationship between language and culture; language variation and change; and language acquisition. Note: Fulfills humanities course requirement at BCC.

ANTH 201
Physical Anthropology • 5 CR

Introduces the anthropological approach to human biology. Students examine the basic principles of genetics, the nature of primates, the fossil evidence for human evolution, and the study of the variation of living populations. Note: Fulfills natural science course requirement at BCC.

ANTH 202
Cultural Anthropology • 5 CR

Introduces the comparative study of human cultures. Students use ethnographic studies to explore the unity and the diversity of past and present human cultures worldwide.

ANTH 203
Comparative Religion • 5 CR

Introduces the world's major religions. Students examine Judaism, Christianity, Islam, Hinduism, and Buddhism in historical and cultural context. Ethnographic examples show the relationships between these major traditions and "folk" beliefs and practices. Same as INTST 203. Either ANTH 203 or INTST 203 may be taken for credit, not both.

ANTH 205
Principles of Archeology • 5 CR

Surveys the cultures of the past. Students trace the development of human culture from its beginnings through the early civilizations.

ANTH 210
Indians of North America • 5 CR

Analyzes North American native cultures before contact with non-Indians. Students study social structures, tools and technology, language, religion, and other characteristics of the native peoples of all cultural areas of North America.

ANTH 294/295/296/297
Special Topics in Anthropology • V1-10 CR

Covers supplementary or unusual classes related to the field. Topics are announced in the class schedule.

ANTH 298
Seminar in Anthropology • V1-10 CR

Includes seminars, workshops, etc., for which college credit is offered.

ANTH 299
Individual Studies in Anthropology • V1-10 CR

Covers directed readings, special projects, and independent study by an individual student. May be repeated for a maximum of 15 credits. Prerequisite: Permission of instructor.

Applied Linguistics & Language

ARTS & HUMANITIES DIVISION

ALL 111
Accent Modification • 4 CR

Focuses on the most distinctive sound patterns of English: stress, intonation, and rhythm. Students work on changing oral muscle habits of difficult individual English sounds and how to reduce their accent and develop confidence in speaking in academic environments with native English speakers.

ALL 121
Cultural Components • 4 CR

One of two courses recommended for ESL students before enrolling in the Seminar in Academic Communication. Students learn communication strategies appropriate in an academic environment: e.g., critical evaluation and clarification of claims and positions, small-group discussion strategies, oral persuasion, and conflict and resolution strategies.

ALL 122
Listening to Lectures • 5 CR

Introduces students to common rhetorical patterns of organization used in academic lectures. Students develop active listening strategies including recognizing rhetorical cues, analyzing and synthesizing academic information and demonstrate these competencies through note taking, short-answer tests, and the creation of lectures.

ALL 130
Writing From Sources • 5 CR

A lower-division writing course designed to help students bypass upper-division language prerequisites upon transferring to 4-year institutions. It follows the Academic English Program curriculum (required of non-native speakers of English as a prerequisite for graduation) that is taught at the University of Washington. Prerequisite: ENGL 101 with a C- or better or permission of instructor.

ALL 290
Internship Preparation • 5 CR

Course prepares non-native speakers of English with the skills, strategies, and resources to successfully pursue internships in their fields of interest. Students prepare work portfolios, research areas of interest and practice oral communication techniques to enhance their career/employment opportunities. Note: Must be IBP student, international student eligible for practical training, or other non-native speaker of English approved by the program chair or faculty.

Art

ARTS & HUMANITIES DIVISION

Declared art majors—students whose focus is the studio arts (painting, photography, etc.) or commercial art—should take the courses outlined as follows:

FIRST-YEAR FOUNDATION COURSES:

ART 101, 108, 110, 111, 112, 120

SECOND YEAR:

ART 201, 202, 203, and 10 credits of studio courses.

Students who plan to transfer to a university or art school should see an art advisor for detailed schedule planning as early as possible.

PREREQUISITES:

Students should be aware that many courses have prerequisites that must be followed in all cases.

Admission to advanced studio courses is dependent upon the successful completion of both foundation and basic studio course work. Check with your advisor or instructor to make certain you have met the prerequisites.

TRANSFERABILITY:

Students in doubt about transferability of art courses from other colleges and art schools to Bellevue Community College should check with an advisor in the Art Department.

RETENTION OF STUDENT WORK:

The college reserves the right to retain, from each student, as many as three items from each class each quarter without monetary compensation.

An asterisk (*) indicates a performance class. Use of performance classes in the distribution area of the Arts & Science transfer degree is limited to 5 credits.

ART 101
Modern Architecture & Design • 5 CR

Examines the design environment and how its various components interrelate. Students review the fields of architecture, planning, landscape, industrial, and interior design and learn the history of design movements, styles, and noted designers since 1850.

ART 103
American Art & Architecture • 5 CR

Compares five regions of the U.S., emphasizing the cultural diversity that has influenced the art and architecture of each. Same as AMST 103. Either ART 103 or AMST 103 may be taken for credit, not both.

ART 105
Art Appreciation • V1-5 CR

Illustrates the visual components of art and artistic techniques and briefly surveys art history. Class format includes slide lectures and off-campus assignments at galleries or museums. Suggested for non-art majors.

ART 108
Introduction to Hand & Power Tools • 2 CR

Teaches the safe use of hand and power tools in the wood shop. Class format includes lectures, demonstrations, practice, and testing.

ART 110*
Two-Dimensional Design • 5 CR

Introduces the elements and principles of two-dimensional design. Students practice creative problem solving in original design work. Includes six hours of laboratory. Requires additional lab time outside class.

ART 111*
Design: Color • 5 CR

Continues ART 110, with emphasis on color theory. Students analyze environmental color and apply color concepts and paint techniques to their design work. Includes six hours of laboratory. Requires additional lab time outside class. Prerequisite: ART 110.

ART 112*
Three-Dimensional Design • 5 CR

Introduces use of the third dimension in design. Students work with wood, metal, etc., to create objects using mass, space, time, and light. Requires lab time outside class. Prerequisite: ART 108. Recommended: ART 110 and 111.

ART 120*
Drawing I • 5 CR

Teaches basic visual and drawing skills. Students use charcoal and pencil to draw objects and forms from direct observation in the studio. Includes six hours of laboratory. Requires additional lab time outside class.

ART 121*
Drawing II • 5 CR

Continues ART 120; includes drawing the human figure from live models. Students gain skill in expressive drawing using various media. Includes lecture and lab. Requires additional time outside class. Prerequisite: ART 120.

ART 150*
Basic Photo I • 5 CR

Introduces basic camera handling, developing, printing, and composition with black-and-white film. Students should own a camera with manual exposure control and must supply their own film and photographic paper. Requires four hours lecture, two hours lab per week.

*USE OF THIS PERFORMANCE CLASS IN THE DISTRIBUTION AREA OF THE ARTS AND SCIENCES TRANSFER DEGREE IS LIMITED TO 5 CREDITS.

ART 151*
Basic Photo II • 5 CR

Teaches advanced techniques in black-and-white photography. Students practice creative seeing, problem solving, and using the zone system. Requires four hours lecture, two hours lab per week. Prerequisite: ART 150 or permission of instructor.

ART 153*
Darkroom Laboratory Techniques • 1 CR

Provides darkroom privileges for students not enrolled in a photography class. Students with working knowledge of darkroom processes gain additional practical experience. May be repeated for a maximum of 3 credits. Prerequisite: ART 150 or permission of instructor.

ART 199
Individual Projects in Art • V1-3 CR

Allows an individual student to acquire or practice skills beyond the regular curriculum. Students must have appropriate foundation-level skills. May be repeated for a maximum of 9 credits. Prerequisite: Permission of instructor.

ART 201
History of Western Art • 5 CR

Surveys the history of Western art from prehistoric Europe and the ancient Near East, Greece, Rome, and early Christian through the Middle Ages. Students also learn basic art-historical terms and concepts. Slide lecture format.

ART 202
History of Western Art • 5 CR

Surveys European art of the Italian and Northern Renaissance, Baroque period, and early 18th century.

ART 203
History of Western Art • 5 CR

Surveys European and American art from the late 18th through the 21st century.

ART 205
Survey of Non-Western Art • 5 CR

An overview of the visual art of Asia (including India, China, and Japan), the Native Americas, Oceania, and Africa. Examines the development of the visual arts of the non-western world within unique cultural traditions as well as within certain cross-cultural contexts. Slide lecture format. Two-off campus field trips required.

ART 221*
Advanced Studio: Drawing I • 5 CR

Provides studio experience building on objectives learned in the basic drawing courses. Includes six hours of lecture and lab, with additional time required outside class. Prerequisite: ART 111, 121, and permission of instructor.

ART 222*
Advanced Studio: Drawing II • 5 CR

Continues ART 221. Includes six hours of lecture and lab, with additional time required outside class. Prerequisite: ART 221 and permission of instructor.

ART 225
Introduction to Aesthetics • 5 CR

Explores the nature of art and the aesthetic experience. Students analyze the artistic theories and aesthetic principles underlying Eastern and Western art. Format includes several field trips during class time. Same as PHIL 225. Either ART 225 or PHIL 225 may be taken for credit, not both.

ART 240*
Oil Painting • 5 CR

Introduces color theory and techniques for working in oils. Students learn modeling in light and shade composition. Includes six hours of lecture and lab, with additional time required outside class.

ART 242*
Advanced Studio: Oil Painting • 5 CR

Continues ART 240. Prerequisite: ART 111, 121, and 240; or permission of instructor.

ART 252*
Basic Color Photo • 5 CR

Introduces basic theory and techniques of color photography. Students learn processes for negative and positive materials and color enlarging as well as principles of composition and visual communication. Prerequisite: ART 151 or permission of instructor.

ART 253*
Photo III • 5 CR

Explores advanced techniques in photography. Students review the history of photography and practice creative solutions to visual problems. Prerequisite: ART 110, 151, or permission of instructor.

ART 260*
Basic Ceramics I • 5 CR

Introduces basic forming techniques of hand building and surface techniques including under glazes and glazes for earthenware and high-fire clay bodies. Students also get limited time on the wheel.

ART 261*
Basic Ceramics II • 5 CR

Continues ART 260 with emphasis on wheel throwing techniques and more advanced surface techniques. Prerequisite: ART 260.

ART 299
Individual Projects in Art • V1-3 CR

Allows an individual student to acquire or practice skills beyond the regular curriculum. Students must have appropriate foundation-level skills. May be repeated for a maximum of 9 credits. Prerequisite: Permission of instructor.

Astronomy

SCIENCE DIVISION

ASTR 101
Introduction to Astronomy • 5 CR

Offers a general survey of astronomy, including the moon, planets, solar system, stars, galaxies, and cosmology. Non-mathematical approach. Classes meet in the planetarium. Either ASTR 101 or ASTR 105 may be taken for credit, not both.

ASTR 105
Beginning Astronomy • 6 CR

A general, non-math survey of topics in astronomy, including history, solar system, stars, galaxies and cosmology. Includes a weekly lab. Either ASTR 101 or ASTR 105 may be taken for credit, not both.

ASTR 201
Observational Astronomy • 6 CR

Emphasizes observation and instrumental techniques. Students focus on the scientific and experimental process involved in investigating celestial objects. Format may include night observation using the college telescope. Recommended: Good understanding of basic mathematics. Prerequisite: ASTR 101 or 105.

*USE OF THIS PERFORMANCE CLASS IN THE DISTRIBUTION AREA OF THE ARTS AND SCIENCES TRANSFER DEGREE IS LIMITED TO 5 CREDITS.

ASTR 299
Individual Studies in Astronomy • V1-5 CR

Allows individual projects related to astronomy or the planetarium. Prerequisite: Permission of instructor.

Basic Science

SCIENCE DIVISION

BASCI 096
Basic Science (Quantitative)—Non-Native Speaker • 2 CR

A developmental course designed to prepare non-native speakers of English for successful entry into introductory college science courses. Content includes a cross-section of quantitative skills (i.e., conversion of units of measure to and from Western to metric) with emphasis on problem-solving relating to the disciplines of biology, chemistry, and physics. Prerequisite: Completion of English Language Institute Level 5 Integrated Skills with a grade of A or B or completion of Level 4 or 5 Integrated Skills with a 493 or 497 on the TOEFL; plus teacher recommendation or special recommendation by ELI.

BASCI 097
Basic Science (Conceptual)—Non-Native Speaker • 3 CR

A developmental course designed to prepare non-native speakers of English for successful entry into introductory college science courses. Content includes materials relating to biology and chemistry concepts with an emphasis on terminology, technical processing, and college research skills. Prerequisite: Completion of English Language Institute Level 5 Integrated Skills with a grade of A or B or completion of Level 4 or 5 Integrated Skills with a 493 or 497 on the TOEFL; plus teacher recommendation or special recommendation by ELI.

BASCI 098
Basic Science Skills • 5 CR

Prepares students for success in introductory college science courses by developing problem solving, terminology, and study skills. Students explore a variety of topics relating to biology, chemistry, and physics.

BASCI 103
Research Skills in Science • V1-3 CR

Emphasizes critical thinking and development of information research skills relating to science, mathematics, and engineering. Students learn search strategies using the World Wide Web, electronic, and print databases to find information and evaluate its relevance and validity.

BASCI 106
Problem Solving Structure & Methods • 5 CR

Introduces physical reasoning and basic concepts for students with little or no background in physics. Hands-on activities help students discover fundamental concepts in geometric optics, electricity, and motion, preparing for the PHYS 114 or 121 series. Either BASCI 106 or PHYS 106 may be taken for credit, not both. Fulfills natural science course requirement at BCC. Prerequisite: MATH 095 or 099; or permission of instructor.

Biology

SCIENCE DIVISION

BIOL 100
Introductory Biology • 6 CR

An introduction to biology for the non-science student, emphasizing fundamental life processes and concepts common to all living organisms, with the human example. Emphasis is on biological applications in today's society. Course includes a lab.

BIOL 101
General Biology I • 6 CR

Introduces major concepts of cell biology, including cell physiology and structure; molecular biology; genetics; and evolution. Course is a prerequisite for BIOL 102 and professional health-science programs. Format includes laboratory work. Strongly recommended: CHEM 100, CHEM 101, or BASCI 098; or one year of high-school chemistry.

BIOL 102
General Biology II • 6 CR

Surveys systems and processes, and diversity of living organisms and their environment. Format includes laboratory work.

BIOL 130
Nutrition & the Human Body • 5 CR

Studies human nutrition and health. Topics include digestion and absorption of nutrients; carbohydrate, fat, protein, vitamin, and mineral requirements; additives; food fads; diets; and world hunger. Same as HOMEC 130 and NUTR 130. Only one of the three (BIOL 130, HOMEC 130, NUTR 130) may be taken for credit. Recommended: BIOL 101.

BIOL 150
Marine Biology • 6 CR

Introduction to marine life, marine biological communities, and marine ecology. Course includes lecture, labs and field trips, and fulfills lab science requirement at BCC.

BIOL 199
Individual Studies in Biology • V1-5 CR

Allow students to investigate special biological phenomena and taxa. Prerequisite: Permission of instructor.

BIOL 201
Introductory Biology for Majors I • 6 CR

First in a three-course sequence for science majors and pre-professional students. Topics include cell structure, metabolism and energetics, genetic control of life, biotechnology, and an introduction to evolution. Prerequisite: BIOL 101 and CHEM 140 or equivalent.

BIOL 202
Introductory Biology for Majors II • 6 CR

Second in a three-course sequence for science majors and pre-professional students. Topics include evolution of species, embryonic development of animals, vertebrate systems, and animal taxonomy. Prerequisite: BIOL 201.

BIOL 203
Introductory Biology for Majors III • 6 CR

Third in a three-course sequence for science majors and pre-professional students. Topics include plant anatomy, physiology, evolution, and ecology. Prerequisite: BIOL 202.

BIOL 250
Microbiology • 6 CR

Explores structure, function, and taxonomy of microbes, including bacteria and viruses, and their relationships to health and disease. Format includes substantial laboratory work and written reporting. Prerequisite: BIOL 101 or BIOL 201 at BCC with a C or better; or entry code.

BIOL 260
Human Anatomy & Physiology • 6 CR

Introduces the structure and function of tissues, organs, and systems of the human body. Both BIOL 260 and 261 are needed for a complete study of the anatomy and physiology of all human systems. Format includes laboratory work. Prerequisite: BIOL 101 or 201 at BCC with a C or better; or entry code.

BIOL 261
Human Anatomy & Physiology • 6 CR

Continues the study of tissues, organs, and systems of the human body. Both BIOL 260 and 261 are needed for a complete study of the anatomy and physiology of all human systems. Format includes laboratory work. Prerequisite: BIOL 260 at BCC with a C or better; or entry code.

Botany

SCIENCE DIVISION

BOTAN 110
Introductory Plant Biology • 6 CR

Presents basic concepts of plant biology for the non-major, focusing on the plant characteristics, unity and diversity, growth, and reproduction. Students discuss current ideas in agriculture, horticulture, medicine, biotechnology, ecology, conservation, and environmental issues. Laboratory work includes greenhouse and field studies.

BOTAN 113
Plant Identification & Classification • 6 CR

Covers the nomenclature, classification, field study, and laboratory identification of common plant families, with emphasis on the conspicuous flora of Western and Central Washington. Format includes fieldwork, including two full-day trips to Central Washington.

BOTAN 120
Introduction to Mycology • 6 CR

Surveys the study of fungi, emphasizing interrelationships with the plant and animal kingdoms. Topics include classification and naming, reproduction, fungi as pathogens of plants, mycotoxins, medicinal and/or shamanistic uses, edible mushrooms, fungal diseases, plant/fungus symbiotic relationships, and pest management.

Business Administration—Transfer

BUSINESS DIVISION

BA 200
Business Law—Legal Foundations • 5 CR

Examines legal institutions and processes. Students examine law as a system of social thought and behavior and a framework for resolving rival claims. Other topics include legal reasoning and the interaction of law and business.

BA 240
Statistical Analysis • 5 CR

Surveys techniques used in decision-making and research. Topics include descriptive and inferential statistics, probability, central tendency, variability, normal and t-distributions, hypothesis testing, and regression. Material has applications in business, health care, etc. Prerequisite: MATH 156 with a C- or better; or entry code.

Business Technology Systems

BUSINESS DIVISION

BTS 101
Keyboarding I • 3 CR

Develops basic skills in keyboarding (touch-typing) and document formatting using the personal computer. No previous computer experience necessary.

BTS 104
Keyboarding Review & Speed Building • 3 CR

Increases students' keyboarding speed and accuracy. Prerequisite: Previous keyboarding and computer experience.

BTS 109
Business Communications • 5 CR

Develops effective business communication skills. Students learn communication problem solving, appropriate communication formats, and different methods of presenting content.

BTS 110
Electronic Communications • 5 CR

Introduces the concepts of interpersonal communication using electronic tools. Students learn to produce effective written communication, use the public web services, and use appropriate netiquette and behavior. Prerequisite: BTS 109, 161, and 172.

BTS 141
Presentation Applications: Beginning • 1 CR

Introduces students to the beginning features of electronic presentations using the latest version of PowerPoint. Topics include creating basic slide presentations, selecting template design, formatting presentations, using clip art, customizing presentations, viewing/editing slide shows, and printing options. Prerequisite: Previous computer experience or permission of instructor.

BTS 142
Presentation Applications: Intermediate • 1 CR

Introduces students to the intermediate features of electronic presentations using the latest version of PowerPoint. Topics include links, animation, sound, transitions, builds, annotations, speakers notes, file properties, and slide show presentation. Prerequisite: BTS 141

BTS 143
Presentation Applications: Advanced • 1 CR

Introduces students to the advanced features of electronic presentations using the latest version of PowerPoint. Topics include special effects, complex animation effects, narration, collaboration features, and WEB presentations. Recommended Prerequisite: BTS 142.

BTS 144
Personal Information Manager • 3 CR

Course features the concepts, terminology, and techniques involved in utilizing a popular messaging and personal information management program, specifically Microsoft Outlook. Tools and commands are utilized to e-mail, schedule appointments and meetings, create and maintain contact lists, create task lists, maintain journals for recording and tracking activities, and create notes and reminders. Recommended: Previous computer experience.

BTS 145
Internet Basics • 1 CR

Introduction to the basics of the Internet and e-mail applications. Prerequisite: Previous computer experience or permission of instructor.

BTS 146
10-Key • 1 CR

Introduction to the computer ten-key keypad and the functions of the desktop calculator. Prerequisite: Previous computer experience or permission of instructor.

BTS 161
Computer & Software Fundamentals • 5 CR

Introduces use of the personal computer while working in a Windows environment. Students become familiar with basic computer hardware components and learn to use word-processing, spreadsheet, charting, and database software.

BTS 163
Word Processing Applications • 5 CR

Develops beginning through advanced word-processing skills using software such as Microsoft Word on the personal computer. Prerequisite: Previous computer experience.

BTS 165
Spreadsheet Applications • 5 CR

Develops beginning through advanced spreadsheet skills using software such as Microsoft Excel on the personal computer. Prerequisite: Previous computer experience.

BTS 167
Desktop Publishing • 5 CR

Introduces desktop publishing using Aldus PageMaker on the personal computer. Students learn design elements and techniques to produce professional-looking newsletters, advertisements, stationery, and websites. Prerequisite: Previous computer experience.

BTS 168
Database Applications • 5 CR

Develops beginning through advanced database skills using software such as Microsoft Access on the personal computer. Prerequisite: Recommended BTS 161 and 165.

BTS 172
Managing Office Technology • 5 CR

Provides students with practical experience in the fundamentals of diagnosing and resolving PC questions using a trouble-shooting strategy and web resources. Prerequisite: BTS 161.

BTS 199
Individual Studies Business Technology Systems • V1-10 CR

Covers directed readings, special projects, and independent study by an individual student. Prerequisite: Permission of instructor.

BTS 250
Office Administration • 5 CR

Introduces students to three key areas: computer applications, communication, and career planning. Prerequisite: BTS 163.

BTS 280
Project Management Applications • 5 CR

Develops skills using computer software to plan and track complex projects. Students translate project design to an electronic format and accurately record and modify project schedules. Hands-on format from a team member perspective. Prerequisite: BTS 161 with a C- or better; or entry code. Recommended: BTS 165 and concurrent enrollment in G BUS 230.

BTS 293
Teaching Technology • 5 CR

Explores the theory, methods, and practice of teaching adult learners in a technology or computer-based environment. Practical classroom or alternative educational experience with a professional instructor provides a setting for students to practice and analyze teaching and learning basics. Course is designed for students assigned as teaching assistants in technology courses. Recommended: Basic computer literacy.

BTS 295/296/297
Special Topics in Business Technology Systems • V1-5 CR

Allows study of advanced or specialized business software applications, supplementing the regular courses. Prerequisite: BTS 163 or equivalent.

Chemistry

SCIENCE DIVISION

CHEM 100
Chemical Concepts • 5 CR

Presents basic concepts of chemistry using a relatively non-mathematical approach. Topics include measurement, atomic and molecular structure, the periodic table, chemical vs. physical changes, acids and bases, and the social and environmental role of chemistry. Either CHEM 100 or CHEM 110 may be taken for credit, not both.

CHEM 101
Introduction to Chemistry • 6 CR

Introduces simplified atomic and molecular theory. Students investigate the chemistry of solutions, gases, liquids, and solids and examine quantitative relationships in chemical processes. Format includes lecture, discussion, and laboratory. Prerequisite: MATH 085 or 097.

CHEM 102
Introduction to Organic Chemistry & Biochemistry • 6 CR

Presents organic chemistry and biochemistry, with emphasis on functional groups, reaction synthesis, and biochemical applications. Format includes lecture, discussion, and laboratory. Prerequisite: CHEM 101 or permission of instructor.

CHEM 110
Understanding the Chemistry Around You • 6 CR

Presents the topics of chemistry in a relatively non-mathematical way and focuses on the social and environmental roles of chemistry. Course covers atomic and molecular structure, measurement, the periodic table, and acids and bases. The laboratory expands upon the course materials. Either CHEM 110 or CHEM 100 may be taken for credit, not both.

CHEM 140
General Inorganic & Physical Chemistry I • 6 CR

First in a three-course chemistry sequence for science and engineering students. The 140/150/160 series covers atomic structure, stoichiometry, solutions, gas laws, periodic law, bonding, molecular orbital theory, colligative properties, radioactivity, thermochemistry, equilibrium, acids, bases, oxidation-reduction, electrochemistry, kinetics, and simple organic chemistry. Courses in the series take a quantitative approach; format includes lecture, discussion, and laboratory. Prerequisite: MATH 099 or equivalent; and either 1 year of high school chemistry of CHEM 101.

CHEM 150
General Inorganic & Physical Chemistry II • 6 CR

Second in a three-course chemistry sequence for science and engineering students. Prerequisite: CHEM 140 or equivalent.

CHEM 160
General Inorganic & Physical Chemistry III • 6 CR

Third in a three-course chemistry sequence for science and engineering students. Prerequisite: CHEM 150 or equivalent.

CHEM 199
Individual Studies in Chemistry • V1-5 CR

Allows specialized, independent projects relating to chemistry. May include laboratory work. May be repeated for a maximum of 10 credits. Prerequisite: Two quarters of college chemistry and permission of instructor.

CHEM 231
Organic Chemistry I • 6 CR

The first of a three-course series in organic chemistry. The 231/232/233 series covers structure, nomenclature, reactions, and synthesis of organic compounds. Format includes laboratory work. Prerequisite: CHEM 140, 150, and 160.

CHEM 232
Organic Chemistry II • 6 CR

Second in a three-course organic chemistry sequence. Format includes laboratory work. Prerequisite: CHEM 231.

CHEM 233
Organic Chemistry III • 4 CR

Third in a three-course sequence; continues the lecture component of CHEM 231 and 232. Topics include functional groups and biologically important compounds. Prerequisite: CHEM 232.

CHEM 299
Individual Studies in Chemistry • V1-5 CR

Allows specialized, independent projects relating to chemistry. May include laboratory work. May be repeated for a maximum of 10 credits. Prerequisite: Two quarters of college chemistry and permission of instructor.

BCC programs and curricula are subject to change. For the most up-to-date information about course content and degree or certificate requirements, go to ***www.bcc.ctc.edu***

Communication

ARTS & HUMANITIES DIVISION

COMM 101
Exploring the Digital Future • 5 CR

Surveys the history and future of global communication technologies. Students discuss the effects of the computer revolution and digital communication on society and explore career opportunities in digital communication fields. Same as MEDIA 101. Either COMM 101 or MEDIA 101 may be taken for credit, not both.

COMM 102
Techniques & Technology of Persuasion • 5 CR

Examines tools and processes for targeting information to specific audiences for specific purposes. Students analyze how film, video, and multimedia can be used to influence opinions, generate sales, etc. Students test persuasion techniques with simple media presentations. Same as MEDIA 102. Either COMM 102 or MEDIA 102 may be taken for credit, not both.

COMM 103
Media & Messages • 5 CR

Gives insight into media aesthetics through the study of production techniques. Students develop interpretive skills by analyzing lighting, editing, color, sound, and interactivity. Class format includes lectures, media clips, and guest speakers. Same as MEDIA 103. Either COMM 103 or MEDIA 103 may be taken for credit, not both.

COMM 104
Multicultural Media Messages • 5 CR

Analyzes electronic and digital media images from students' personal and multicultural perspectives. Students practice critical viewing skills and review the history of global media networks and their effect on multicultural society. Same as MEDIA 104. Either COMM 104 or MEDIA 104 may be taken for credit, not both.

COMM 106
Writing for the World Wide Web • 5 CR

Introduces the cognitive and creative tools needed to create text for the World Wide Web. Students practice new styles of writing for nonlinear media. Same as MEDIA 106. Either COMM 106 or MEDIA 106 may be taken for credit, not both. Prerequisite: MEDIA 216 or related subjects.

COMM 108
Media/Digital Law & Ethics • 5 CR

Explores the legal and ethical issues raised by modern communication technologies. Specific topics include copyright, free speech, pornography, and universal internet access. Students analyze how the U.S. justice system responds to emerging technologies. Class format incorporates lectures, discussions, case studies, and media clips. Same as MEDIA 108. Either COMM 108 or MEDIA 108 may be taken for credit, not both.

COMM 112
Video Productions • 5 CR

Introduces the basics of video production utilizing a personal camcorder and video editing equipment. Students study video technologies, basic equipment operation, video composition, basic lighting and audio, production planning, and visual storytelling. Students work in groups to create video projects utilizing post-production editing. Prerequisite: MEDIA 109 at BCC with a C- or better. Same as VIDEO 112. Either COMM 112 or VIDEO 112 may be taken for credit, not both.

COMM 119
History of Animation • 5 CR

Provides an overview and study of the history of animation, from the early magic lantern shows of the late 19th century to current and emerging digital animation technologies. The history of early film animation is compared and contrasted with the history of animation for the web, showing how the two types of animation often parallel each other in style and development. Course includes a series of lectures, discussions, and a variety of film and video clips of both classic and digital animation. Same as MEDIA 119. Either COMM 119 or MEDIA 119 may be taken for credit, not both.

COMM 141
Introduction to Media Writing • 5 CR

Emphasizes observation skills and choice of language, structure, and source material to communicate events and ideas to selected audiences. Students learn interviewing, basic research, effective expression, and editing through note taking, interviewing, drafting, and revision. Students may also work as contributors to the BCC student newspaper. Either COMM 141 or ENGL 101 meets a written communication course requirement at BCC. Prerequisite: Placement by assessment into ENGL 101; or ENGL 092 or 093 at BCC with a C- or better; or entry code.

COMM 142
Intermediate Reporting • 5 CR

Improves skills in newsgathering, interviewing, and news writing. Students practice investigation, research, and team reporting. Prerequisite: COMM 141 or ENGL 101 with a C- or better; or entry code.

COMM 143
Editing Techniques • 3 CR

Applies the techniques and responsibilities of newspaper editing. Students practice copy reading and headline writing. Requires additional time outside class. Prerequisite: COMM 141 or ENGL 101; or entry code.

COMM 144
Newspaper Design • 3 CR

Applies newspaper design and coverage strategies. Topics include headline schedules, page makeup, assignment planning, and picture editing. May be repeated for a maximum of 6 credits. Requires additional time outside class. Prerequisite: COMM 141 or ENGL 101; or entry code.

COMM 145
Advertising Staff • 3 CR

Covers typography, paste-up, design, and sales. Students gain practical experience working on student newspaper. Requires additional time outside class.

COMM 146
News Staff • 3 CR

Continues COMM 141 and 142, with further skills development and practical applications. Students typically complete 10 major reporting assignments per quarter. May be repeated for a maximum of 6 credits. Requires additional time outside class.

COMM 150
Introduction to Mass Media • 5 CR

Examines the structure and operation of American mass media, including television, radio, newspapers, magazines, and film. Students analyze media influence on society and the relationships among media, audience, and government. Fulfills social science course requirement at BCC. Same as AMST 150. Either COMM 150 or AMST 150 may be taken for credit, not both.

COMM 161
Basic Broadcasting • 5 CR

Develops skills in announcing and audio operations. Students review radio history and regulations and get an introduction to commercials, news, production, and station organization.

COMM 163
Radio Operations: Announcing/Production • 5 CR

Develops broadcast voice and production skills. Students practice tape editing and mixing and develop production values through class projects. Prerequisite: COMM 161 and permission of instructor.

COMM 201
History of Communication • 5 CR

Surveys the development of communication from prehistoric times to the present. Students analyze the influence of communication on historical, social, and technological changes in the U.S. and worldwide.

COMM 216
Scripting for Film, Video, & Multimedia • 5 CR

Course teaches the mechanics and format used for both film and television as well as the writer's job in pre-production and production. In addition, students will be introduced to non-linear writing for new interactive multimedia technologies. Prerequisite: COMM 141 or ENGL 101, 201, 270, 271, 272, (or equivalent English course at another college) with a C- or better; or entry code. Same as MEDIA 216. Either COMM 216 or MEDIA 216 may be taken for credit, not both.

COMM 245
Practicum in Journalism • 5 CR

Provides practical experience in community journalism. Students work 10 hours per week at a local newspaper under an editor's supervision. Enrollment only by arrangement with the Communication Program. Prerequisite: Permission of instructor.

COMM 261
Radio News Broadcasting • 5 CR

Covers writing, editing, producing, and delivering news for radio. Prerequisite: COMM 141, 161, and permission of instructor.

COMM 266
Practicum in Broadcasting • 5 CR

Provides work experience in a local broadcast outlet. May be repeated for a maximum of 10 credits. Prerequisite: COMM 161 or entry code.

COMM 294/295/296/297
Special Topics in Communication • V1-10 CR

Allows specialized or in-depth study of a subject supplementing the Communications curriculum. Student interest and instructor expertise help determine the topic. Prerequisite: Permission of instructor.

COMM 299
Special Projects in Communication • V1-5 CR

Covers individual projects in broadcasting, journalism, and advertising, which complement a student's work in other communications courses. Prerequisite: Permission of instructor.

Computer Science—Transfer

BUSINESS DIVISION

CS 110
Introduction to Computers & Applications • 5 CR

Surveys computer concepts and applications. Students develop basic computer competency; components and functions of computers; introduction to word processing, electronic spreadsheets, and database applications.

CS 210
Fundamentals of Computer Science I • 5 CR

Introduces computer science and programming for CS majors. Students learn design and implementation of algorithms and programming in a structured, modular language, with emphasis on problem solving, program design, and style. Prerequisite: MATH 105 with a C- or better; or entry code.

CS 211
Fundamentals of Computer Science II • 5 CR

Continues CS 210, with data structures algorithm analysis. Students learn to create and use arrays, records, lists, stacks queues, binary trees, strings, and sets. Other topics may include searching and sorting, abstract data types, recursion, and hashing. Prerequisite: CS 210 or entry code.

CS 294/295/296/297
Special Topics in Computer Science • V1-10 CR

Allows study of advanced or specialized topics in the field of computer science.

CS 299
Independent Study in Computer Science • V1-10 CR

Covers directed readings, special projects, and independent study by an individual student. Prerequisite: Permission of instructor.

Dance

ARTS & HUMANITIES DIVISION

An asterisk (*) indicates a performance class. Use of performance classes in the distribution area of the Arts & Science transfer degree is limited to 5 credits.

DANCE 130*
Jazz Technique I • 2 CR

Develops the movement techniques that are the basis for a highly energized, theatrical style of jazz dance. May be repeated for a maximum of 4 credits.

DANCE 131*
Jazz Technique II • 2 CR

Continues DANCE 130, with students performing at a more advanced level. Students learn nuances of style, rhythm, and dynamics. Prerequisite: DANCE 130 or equivalent dance training. May be repeated for a maximum of 6 credits.

DANCE 132*
Jazz Technique III • 2 CR

Emphasizes improving technique and expanding movement vocabulary. Students develop advanced-intermediate techniques and performance skills and begin to prepare for Dance Ensemble. Prerequisite: DANCE 131.

DANCE 133*
Jazz Technique IV • 2 CR

Continues DANCE 132, presenting additional techniques and movement vocabulary. Students develop advanced-intermediate techniques and performance skills and continue preparing for Dance Ensemble. Prerequisite: DANCE 132.

DANCE 140*
Ballet Technique I • 2 CR

Introduces the principles, techniques, and vocabulary of classical ballet. Students learn placement, flexibility, strength, and coordination. For beginning and advanced-beginning students. May be repeated for a maximum of 6 credits.

DANCE 151*
Contemporary Dance I • 2 CR

Introduces basic technique and movement studies. Students gain flexibility and strength together with movement vocabulary. May be repeated for a maximum of 6 credits. Same as PE 151. Either DANCE 151 or PE 151 may be taken for credit, not both.

DANCE 152*
Contemporary Dance II • 2 CR

Continues Contemporary Dance I with longer and more challenging movement combinations. Students should consult with the program advisor to determine ability. May be repeated for a maximum of 6 credits. Same as PE 152. Either DANCE 152 or PE 152 may be taken for credit, not both.

DANCE 201*
Dance Ensemble I • V2-5 CR

Emphasizes dance as a performing art form. Students learn in various settings, including a company class, formal and informal improvisation, and solo or small group work. Course may be repeated for a maximum of 15 credits. Prerequisite: Audition and permission of instructor.

DANCE 202*
Dance Ensemble II • V2-5 CR

Continues DANCE 201, with emphasis on rehearsing for specific dance works. Students with appropriate experience and ability get an introduction to choreography. Course may be repeated for a maximum of 15 credits. Prerequisite: DANCE 201 and permission of instructor.

DANCE 203*
Dance Ensemble III • V2-5 CR

Continues DANCE 202, with emphasis on performance. Students gain technical and performing skills and experience in dance concert production. Course may be repeated for a maximum of 15 credits. Prerequisite: DANCE 201 or permission of instructor.

*USE OF THIS PERFORMANCE CLASS IN THE DISTRIBUTION AREA OF THE ARTS AND SCIENCES TRANSFER DEGREE IS LIMITED TO 5 CREDITS.

Database Administration

BUSINESS DIVISION

DBA 130
Database Theory • 5 CR

Develops in-depth understanding of database concepts and terminology, emphasizing the relational databases mode. Understand the role of Structured Query Language (SQL), data modeling and normalization of database tables. Prerequisite: BTS 168 with a C or better. Placement by assessment into ENGL 089 and ENGL 092 or 093 with a C- or better.

DBA 200
Managing a Database-Driven Website • 5 CR

Introduction to managing and configuring a database server accessed by Web pages over an internet or intranet. Students work with Windows and Web client applications, a Web server, and a database server. The most current technologies for programming the Web servers are emphasized. Prerequisite: PROG 110, DBA 130. Placement by assessment into ENGL 101, or ENGL 092 or 093 with a C- or better.

DBA 210
Database Server Programming Logic • 5 CR

Introduction to programming a database server in an enterprise-wide architecture. Describes the relationship between windows/web client applications and the database server with emphasis on referential integrity and the management of database server objects. Prerequisite: PROG 110 or PROG 111 and DBA 130. Placement by assessment into ENGL 101, or ENGL 092 or 093 with a C- or better.

DBA 232
Database Administration • 5 CR

Develops the concepts and skills required to perform the duties of Database Administrator (DBA) in organizations using large relational databases. Students develop coherent plans for security, disaster recovery, backup and restore, replication and other administrative functions, including the creation and use of SQL scripts to automate administrative tasks. Prerequisite: DBA 130 with a C- or better. Placement by assessment into ENGL 101; or ENGL 092 or 093 with a C- or better.

Developmental Education

ARTS & HUMANITIES DIVISION

DEVED 061
Strategies for Learning English: Reading • 5 CR

Prepares English-as-a-second-language students for credit courses by building reading comprehension skills and vocabulary. Students participate in listening and speaking activities coordinated with reading topics. DEVED 061 and 062 are linked and must be taken at the same time. May be repeated for a maximum of 15 credits. Prerequisite: Placement by assessment.

DEVED 062
Strategies for Learning English through Grammar & Writing • 5 CR

Prepares English-as-a-second-language students for credit courses by developing grammar and writing skills at the sentence and paragraph level. Writing and editing work coordinates with the reading, speaking, and listening activities in DEVED 061. DEVED 061 and 062 are linked and must be taken at the same time. May be repeated for a maximum of 15 credits.

Diagnostic Ultrasound

HEALTH SCIENCE & RELATED PROGRAMS

DUTEC 101
Concepts of Patient Care • 3 CR

Develops patient care and communication skills required in sonography. Students discuss legal, ethical, and psychological aspects of patient care as well as professional issues and concerns. Prerequisite: Acceptance into program.

DUTEC 105
Pathophysiology I • 3 CR

Introduces pathogenesis: the sequence of events in the development of a disease. Students focus on pathological conditions affecting the abdomen and identifiable with diagnostic imaging techniques. An extensive review of normal physiology is also presented. Prerequisite: BIOL 260 and 261; and acceptance into program.

DUTEC 106
Pathophysiology II • 3 CR

Continues Pathophysiology I, with focus on the disease process and disease states relevant to obstetrics, gynecology, and neurology. Prerequisite: DUTEC 105 and acceptance into program.

DUTEC 107
Human Cross-Section Anatomy • 7 CR

Covers the human anatomy from the cross-sectional perspective in longitudinal, transverse, coronal, and oblique planes. Students analyze correlations with clinical diagnostic imaging techniques. Prerequisite: Acceptance into program.

DUTEC 110
Ultrasound I: Abdominal Scanning & Techniques • 4 CR

Presents basic concepts and terminology, as well as scanning protocols for the ultrasound examination of the abdomen. Topics include both normal and pathological states. Prerequisite: Acceptance into program or permission of program chair.

DUTEC 112
Pathophysiology III • 3 CR

Continues Pathophysiology II, emphasizing the physiology and pathology of the cardiovascular and the peripheral vascular system. Prerequisite: DUTEC 105 and 106; and acceptance into program.

DUTEC 113
Pathophysiology IV • 3 CR

Continues Pathophysiology III, emphasizing the physiology and the pathology of the cardiovascular and cerebral vascular system. Prerequisite: DUTEC 105, 106, and 112; and acceptance into program.

DUTEC 120
Ultrasound II: Obstetrics & Gynecological Techniques • 5 CR

Presents current theory and scanning techniques for medical sonographers, focusing on obstetrics and gynecology procedures and pathologies. Prerequisite: Acceptance into program or permission of program chair.

DUTEC 130
Ultrasound III: Small Part & Intraoperative Techniques • 3 CR

Presents the anatomy and pathophysiology of small human body parts. Intraoperative scanning focuses on surgical procedures. Prerequisite: Acceptance into program or permission of program chair.

DUTEC 135
Ultrasound Equipment I • 3 CR

Introduces knobology and annotation for state-of-art diagnostic ultrasound equipment and prepares student for hands-on live scanning. Prerequisite: Acceptance into program.

DUTEC 145
Ultrasound Equipment II • 4 CR

Introduces hands-on live scanning in cardiac, vascular, and gynecological applications. Students prepare for hospital-based live scanning on patients. Prerequisite: Acceptance into program.

DUTEC 150
Basic Echocardiography • 3 CR

Covers basic ultrasound scanning techniques of the heart. Students focus on anatomy, physiology, pathology, and echocardiographic pattern recognition. Prerequisite: Acceptance into program or permission of program chair.

DUTEC 155
Ultrasound IV: Echocardiography • 3 CR

Continues basic echocardiography. Students concentrate on Doppler echocardiographic techniques and congenital heart disease as relating to the practice of adult echocardiography. Prerequisite: Acceptance into program or permission of program chair.

DUTEC 160
Ultrasound V: Peripheral Vascular Scanning Techniques • 3 CR

Presents current theory and scanning techniques for medical sonographers. Students learn Doppler techniques used to diagnose peripheral vascular and cerebral vascular disease. Prerequisite: Acceptance into program or permission of program chair.

DUTEC 165
Ultrasound Equipment III • 3 CR

Provides hands-on ultrasound scanning experience in the student's clinical specialty area. Competency is required before beginning the clinical practicum. Prerequisite: Acceptance into program or permission of program chair.

DUTEC 170
Ultrasound Physics & Instrumentation I • 3 CR

Covers acoustical physics, including heat energy, light and sound, wave theory, reflection, refraction, resonance, tissue interaction, transducers, bioeffects, and computers in ultrasonics. Prerequisite: Acceptance into program or permission of program chair.

DUTEC 171
Ultrasound Physics & Instrumentation II • 3 CR

Continues DUTEC 170. Topics include Doppler effect, Doppler techniques, acoustic power, fluid dynamics, and quality assurance procedures. Prerequisite: Acceptance into program or permission of program chair.

DUTEC 180
Advanced Studies: General Ultrasound • 3 CR

Examines issues relating to the clinical practicum in abdominal and obstetrics/gynecology. Prerequisite: Acceptance into program.

DUTEC 181
Advanced Studies: Echo-Vascular • 3 CR

Examines issues relating to the clinical practicum in echocardiology and vascular technology. Prerequisite: Acceptance into program or permission of program chair.

DUTEC 210
Clinical Practicum I • 15 CR

Provides clinical experience in an ultrasound department under the supervision of a sonographer. Prerequisite: Acceptance into program and completion of all prerequisite coursework with a grade of C or better.

DUTEC 220
Clinical Practicum II • 15 CR

Provides additional clinical experience in an ultrasound department under the supervision of a sonographer. Prerequisite: Acceptance into program, completion of all prerequisite course work with a grade of C or better, and DUTEC 210.

DUTEC 230
Clinical Practicum III • 15 CR

Provides additional clinical experience in an ultrasound department under the supervision of a sonographer. Prerequisite: Acceptance into program, completion of all prerequisite coursework with a grade of C or better, and DUTEC 210 and 220.

DUTEC 240
Clinical Practicum IV • 15 CR

Provides additional clinical experience in an ultrasound department under the supervision of a sonographer. Prerequisite: Acceptance into program, completion of all prerequisite coursework with a grade of C or better, and DUTEC 210, 220, and 230.

DUTEC 269
Physics Review • 2 CR

Prepares student for certification exams by reviewing physics and ultrasound instrumentation. Students focus on mathematical analysis and physics theories. Prerequisite: Acceptance into program or permission of program chair.

DUTEC 299
Individual Studies in Diagnostic Ultrasound • V1-12 CR

Provides clinical experience in a diagnostic imaging facility under the direction of a medical sonographer, doctor of medicine or osteopathy, or associate research fellow. Prerequisite: Permission of program chair.

Drama

ARTS & HUMANITIES DIVISION

An asterisk (*) indicates a performance class. Use of performance classes in the distribution area of the Arts & Science transfer degree is limited to 5 credits.

DRAMA 101
Introduction to the Theater • 5 CR

Surveys theater history starting with ancient Greece. Class format includes lecture, discussions, guest speakers, and an in-class scene study.

DRAMA 110
Scene Technology • 4 CR

Presents theories and techniques of set and property construction and painting. Intensive lecture/lab format. Prerequisite: Concurrent enrollment in DRAMA 290.

DRAMA 112
Stage Lighting • 4 CR

Presents basic theories, techniques, and equipment in theater lighting. Intensive lecture/lab format. Prerequisite: Concurrent enrollment in DRAMA 290.

DRAMA 151*
Acting: Improvisation • 5 CR

Introduces techniques for unscripted, extemporaneous acting. Students work individually and with others developing a situation; listening; playing objectives; and playing off a partner's behavior.

DRAMA 152*
Acting: Movement • 5 CR

Concentrates on tuning the actor's body. Students gain fluidity, flexibility, and agility and develop specific skills such as stage fights and mime. Students practice dramatic situations incorporating both character work and strenuous physical activity.

DRAMA 153*
Acting: Scene Study • 5 CR

Emphasizes interpretation of the text through work on scenes and monologues. Topics include character and text analysis; rehearsal tools; playing character age; underplaying, overplaying; rhythm, timing, pacing; and achieving an objective.

DRAMA 161
Acting for Film & Media • 5 CR

Introduces acting techniques as applied to film and other media. Students become comfortable in front of a lens and learn to convey on-camera believability. Shot styles include masters, two shots, over-the-shoulders, and close-ups. Students also take roles behind the camera.

DRAMA 200
Drama Colloquium • 3 CR

Offers an in-depth analysis of the history and literature of the period of BCC's annual drama production. Format includes discussion with the director, designers, and technical director of the production. Prerequisite: Concurrent enrollment in DRAMA 291 and permission of instructor.

DRAMA 251*
Advanced Acting: Contemporary Scene Study • 5 CR

Examines scenes from 19th-century and contemporary theater. Students rehearse and perform selected scenes in class. Prerequisite: Permission of instructor and/or audition.

DRAMA 252*
Advanced Acting: Classical Scene Study • 5 CR

Examines scenes from classical Greek and Roman theater. Students rehearse and perform selected scenes in class. Prerequisite: Permission of instructor and/or audition.

DRAMA 253*
Advanced Acting: Elizabethan Scene Study • 5 CR

Examines scenes from Elizabethan, 17th-, and 18th-century theater. Students rehearse and perform selected scenes in class. Prerequisite: Permission of instructor and/or audition.

DRAMA 280*
Studio Theater • 5 CR

Offers in-depth analysis of and performance opportunities in a play with limited production values. All students in the class are cast in the play. Lecture/lab format. May be repeated for a maximum of 30 credits. Prerequisite: Permission of instructor.

DRAMA 290*
Technical Practice • 1 CR

Provides stage or light crew component of DRAMA 110 or 112. Requires a minimum of 33 hours of backstage work on the studio theater production. Prerequisite: Concurrent enrollment in DRAMA 110 or 112.

DRAMA 291*
Theater Practicum • 2 CR

Provides practical hands-on experience in theater production. Students work on the yearly main stage shows or on special projects for studio productions. Prerequisite: Concurrent enrollment in DRAMA 200 or permission of instructor.

DRAMA 299
Individual Research • V1-5 CR

Covers individual study in some aspect of drama. Topics include acting, stage, costumes, lighting, publicity, playwriting, or directing. Prerequisite: Permission of instructor.

*USE OF THIS PERFORMANCE CLASS IN THE DISTRIBUTION AREA OF THE ARTS AND SCIENCES TRANSFER DEGREE IS LIMITED TO 5 CREDITS.

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E-Commerce

BUSINESS DIVISION

ECOMM 101
E-Commerce Portfolio • 2 CR

Students entering the E-Commerce Program must undergo an assessment of basic computer, e-mail and web retrieval skills. A briefing of the program, portfolio requirements, and a primer on interpersonal and team building skills are given. Students are asked to create and sign a contract.

ECOMM 102
E-Commerce Basics • 5 CR

Introduces the business processes in the new economy with specific emphasis on use of commerce sites for sales, marketing, customer service and supply chain management. Topics include overview of commerce infrastructure; basics of hardware and software requirements for a commerce site; introduction to privacy, security and legal issues; and introduction to the design, development, and implementation of commerce sites. Recommended: G BUS 101.

ECOMM 199
Individual Studies in E-Commerce • V1-10 CR

Covers directed readings, special projects, and independent study by an individual student. Prerequisite: Permission of instructor.

ECOMM 220
Business Process Mapping • 3 CR

Covers practice and appropriate utilization of business mapping software; systems analysis, process, operations and project management are some of the practical business examples enhanced by knowledge of the software. Prerequisite: ECOMM 102.

ECOMM 240
Supply Chain Management • 5 CR

Introduction to supply chain management. Students are introduced to activities associated with the flow and transformation of goods from raw materials to end customers. Course also covers associated information flows. The supply chain includes systems management, operations and assembly, purchasing, production scheduling, order processing, inventory management, transportation, warehousing and customer services. Topics include strategies, planning and forecasting, managing inventories, product availability, transportation, network design, and information technology. Prerequisite: Recommended G BUS 101.

ECOMM 245
E-Commerce Sites • 5 CR

Exposure to evaluation and consideration of various options in setting up a commerce site including hardware, software, network, hosting, and outsourcing. Explores setting up a commerce site including customizing the site look and feel, uploading an online catalog, configure the payment gateway, and providing customer support. Recommended: G BUS 101.

ECOMM 260
Security, Law, & Ethics for E-Commerce • 5 CR

Covers definition, architecture, commercial transactions, analysis, advantages, risks (including threats of fraud or damage) and risk abatement in electronic commerce. Legal and ethical issues in relation to consumer confidence and security technology are also covered. Prerequisite: ECOMM 102 and 245.

ECOMM 265
E-Commerce Consulting • 5 CR

Capstone course in E-Commerce degree program. Consulting with small business on E-commerce issues. Students form teams, interview the business, create a project workplan, conduct research and complete tasks according to the plan, meet with the business to review preliminary results, conduct further analysis and research, and compile a final report to the business. Prerequisite: ECOMM 102 and 245.

ECOMM 294/295/296/297
Special Topics in E-Commerce • V1-5 CR

Allows specialized or in-depth study of a subject related to E-Commerce. Topics are announced in the class schedule. Students may retake the course for credit as content changes. May be repeated for a maximum of 15 credits.

ECOMM 299
Individual Studies in E-Commerce • V1-10 CR

Covers directed readings, special projects, and independent study by an individual student. Prerequisite: Permission of instructor.

Early Childhood Education

HEALTH SCIENCE & RELATED PROGRAMS

ECED 131
Orientation to the Special-Needs Child • 5 CR

Examines the educational, social, and developmental patterns of the disabled child. Students explore the impact of disabilities on the children, their families, and on their futures. Format includes lecture and participation.

ECED 132
Techniques for Teaching the Special-Needs Child • 3 CR

Overviews information concerning the systematic instruction of children with special needs, including methods for mainstreaming. Students become familiar with individual and group activities and strategies for implementation in the classroom.

ECED 135
Practicum for Special Education • 5 CR

Provides supervised learning experiences in a school setting for special-needs children at the primary or preschool level. A qualified instructor closely supervises participation. Course includes nine hours of directed participation and two hours of lecture per week. Prerequisite: Conversational English skills and permission of instructor.

ECED 136
Practicum for Special Education • 5 CR

Provides supervised learning experiences in a school setting for special-needs children at the primary or preschool level. A qualified instructor closely supervises participation. Course includes nine hours of directed participation and two hours of lecture per week. Prerequisite: Conversational English skills and permission of instructor.

ECED 150/151/152
Special Experiences: Childcare/ Preschool Teachers • V1-2 CR

Provides opportunities for family day care, childcare, and preschool teachers to explore different skill areas of science, language, parent contacts, child development, and others.

ECED 156
Basic Child Development • 3 CR

Covers early child development from birth through eight years old. Format combines direct instruction and practical laboratory experience. Intended for students in the Early Childhood Work Based Learning Certificate program.

ECED 170
S.T.A.R.S. Class: The Basics of Childcare • 2 CR

Meets the key learning outcomes mandated by state legislation and outlined by the Washington State Training and Registry System (STARS) for all childcare and school age providers.

ECED 171
Introduction to Early Childhood Education • 5 CR

Presents theories and practices of Early Childhood Education. Format includes observations in preschools, day care centers, Head Start agencies, kindergartens, and elementary schools.

ECED 172
Fundamentals of Early Childhood Education • 5 CR

Presents materials, methods, and professional practices relevant to the field. Students consider the influence of the cultural environment on the developing child. Format includes laboratory participation.

ECED 175
Portfolio I: Early Childhood Education Majors • V1-3 CR

Helps students integrate knowledge and experience gained in courses. Students strengthen their written communication skills, increase their ability to articulate practices and philosophies in early childhood education, and make connections with prospective employers. Prerequisite: Permission of program chair.

ECED 180
Exploring Infant & Toddler Curriculum • 2 CR

Surveys brain development, developmental milestones, partnerships with parents, appropriate activities, healthy environments, and guidance techniques. Open to anyone interested in the child from birth to age three. Format includes lecture and worksite experience.

ECED 181
Children's Creative Activities • 5 CR

Presents practical ways to plan, select, prepare, and use creative curriculum materials and activities for young children. Students focus on creative activities for groups. Format includes laboratory participation. Prerequisite: Conversational English.

ECED 182
Preparation for Teachers in Early Childhood Math Education • 3 CR

Examines the fundamental concepts of a comprehensive early childhood mathematics curriculum. Students learn to create an active, hands-on learning environment that fosters creativity, curiosity, confidence, and persistence.

ECED 183
Art Experiences for Early Childhood Education • 3 CR

Studies creativity and art in the development of the young child. Students practice working with various media and materials as used with the young child. Format includes lecture, discussion, and participation.

ECED 184
Music for Children • 3 CR

Presents developmentally appropriate musical activities with emphasis on movement, songs, and simple dances. Students learn basic skills on the autoharp or other simple musical instruments. Format includes lecture, discussion, and participation.

ECED 191
Practicum in Early Childhood Education • 5 CR

Focuses on lesson planning, use of materials and equipment as teaching tools, and the implementation of developmentally appropriate practices. Students get closely supervised experience in a school (primary grades), preschool, childcare center, or Head Start agency. Requires nine clinical hours per week in the educational setting. Prerequisite: Conversational English and permission of instructor.

ECED 192
Practicum in Early Childhood Education • 5 CR

Focuses on children's learning processes in developing language skills. Students get closely supervised experience in a school (primary grades), preschool, childcare center, or Head Start agency. Requires nine clinical hours per week in the educational setting. Prerequisite: Conversational English and permission of instructor.

ECED 193
Practicum in Early Childhood Education • 5 CR

Focuses on multi-cultural, anti-bias curriculum for the young child and broadens teachers' perspectives concerning individual differences. Students also learn to help children broaden their perspective on the world. Students gain learning experience under qualified supervision in a school (primary grades), preschool, childcare center, Head Start program, or ECEAP agency. Prerequisite: Conversational English and permission of instructor.

ECED 198
Special Seminar in Early Childhood Education • V1-5 CR

Allows study of special topics related to early childhood education. Topics are announced in the class schedule. May be repeated for a maximum of 15 credits. Prerequisite: Permission of instructor.

ECED 199
Independent Studies in Early Childhood Education • V1-5 CR

Covers special projects or supervised independent study by an individual student. May be repeated for a maximum of 15 credits. Prerequisite: Permission of instructor.

ECED 201
Parent Involvement in Early Childhood Education • 5 CR

Develops interviewing skills and competency in parent contacts. Students learn to involve parents in understanding the child's home and school environment. Other topics include community resources and referral agencies. Format includes lecture and discussion.

ECED 203
Exploring Daycare Curriculum • V1-5 CR

Explores developmentally appropriate curriculum used with the daycare child. Students learn through lecture, on-site observations and participation, demonstration, films, and discussions. Students also develop specific curriculum to use in teaching.

ECED 204
Child Health & Safety • 3 CR

Focuses on creating and maintaining a safe and healthy learning environment for the young child. Students learn about the basic nutritional needs of children, good health practices, and accident prevention in the home and classroom.

ECED 206
Childcare Management Techniques I • 3 CR

Provides an in-depth, practical look at the fundamentals of directing a quality childcare or early childhood education program.

ECED 207
Childcare Management Techniques II • 5 CR

Continues ECED 206, developing practical skills needed to be an effective administrator in various daycare fields. Recommended: ECED 206.

ECED 275
Portfolio II: Early Childhood Education Majors • V1-3 CR

Continues ECED 175. Students continue to strengthen their writing communication skills, increase their ability to articulate practices and philosophies in early childhood education, and mentor the first-year portfolio students. Recommended: ECED 175.

ECED 293
Basic Techniques & Ideas for Preschool Teachers • 3 CR

Explores fundamental preschool techniques, emphasizing new approaches in the field. Resource speakers present transitions, music, puppetry, science, and special techniques for the individual child.

ECED 295
Special Topics in Early Childhood Education • V1-5 CR

Allows in-depth study or approved work experience in the field of early childhood education. May be repeated for a maximum of 15 credits.

ECED 296
Special Seminar in Early Childhood Education • 5 CR

Allows study of special topics related to early childhood education. Topics are announced in the class schedule. May be repeated for a maximum of 15 credits. Prerequisite: Permission of instructor.

ECED 298
Special Seminar in Early Childhood Education • V1-5 CR

Allows study of special topics related to early childhood education. Topics are announced in the class schedule. May be repeated for a maximum of 15 credits. Prerequisite: Permission of instructor.

ECED 299
Independent Studies in Early Childhood Education • V1-5 CR

Covers special projects or supervised independent study by an individual student. May be repeated for a maximum of 15 credits. Prerequisite: Permission of instructor.

Economics

SOCIAL SCIENCE DIVISION

ECON 100
Introduction to Basic Economic Principles • 5 CR

Introduces the concepts and tools of economic thinking. Students learn to understand and evaluate the complex economic problems encountered in modern society. Business and Economic majors who plan to transfer to a 4-year institution should generally take ECON 200/201 rather than ECON 100.

ECON 103
Fundamentals of Economics • 3 CR

Introduces students to essential terminology and concepts of macro and microeconomics and to the economic way of thinking. Topics include business cycles, economic growth, exchange rates, pricing and output decisions in a market economy, and the impact of governmental policies on the economy. Prerequisite: Permission of instructor.

ECON 194/195/196/197
Special Topics in Economics • V1-10 CR

Covers supplementary or unusual classes related to the field. Topics are announced in the class schedule.

ECON 198
Seminar in Economics • V1-10 CR

Includes seminars, workshops, etc., for which college credit is offered.

ECON 199
Individual Studies in Economics • V1-10 CR

Covers directed readings, special projects, and independent study by an individual student. May be repeated for a maximum of 15 credits. Prerequisite: Permission of instructor.

ECON 200
Introduction to Economics: Macroeconomics • 5 CR

Presents major theories of business cycles and economic growth. Students examine economic policies aimed at controlling inflation and unemployment in an industrialized capitalist nation as well as factors in international trade and monetary flows. It may also cover the development policies of underdeveloped countries. Recommended: 30 prior college credits.

ECON 201
Introduction to Economics: Microeconomics • 5 CR

Investigates the economic forces behind pricing and production decisions, wages, structure of labor markets, and distribution of income. Students evaluate government intervention in markets and analyze environmental degradation, welfare policy, tax systems, poverty, and discrimination from an economic perspective. Recommended: 30 prior college credits.

ECON 260
Economic Development of the U.S. • 5 CR

Analyzes the industrialization and transformation of the U.S. economy from colonial times to the present. Students examine the rapid changes after the Civil War and the Great Depression, as well as the contributions of immigrants and native groups. Same as AMST 260. Either ECON 260 or AMST 260 may be taken for credit, not both. Recommended: 30 prior college credits.

ECON 270
Economics of Emerging Technology • 5 CR

Investigates the causes and effects of technological innovation in a modern economy. Students examine the information technology industries, particularly the roles of government, and the private sector. Topics may include economic globalization; effects on labor markets; ownership of information; and antitrust laws as applied to new industries. Same as MEDIA 270. Either ECON 270 or MEDIA 270 may be taken for credit, not both. Recommended: ECON 201.

ECON 294/295/296/297
Special Topics in Economics • V1-10 CR

Covers supplementary or unusual classes related to the field. Topics are announced in the class schedule.

ECON 298
Seminar in Economics • V1-10 CR

Includes seminars, workshops, etc., for which college credit is offered.

ECON 299
Individual Studies in Economics • V1-10 CR

Covers directed readings, special projects, and independent study by an individual student. May be repeated for a maximum of 15 credits. Prerequisite: Permission of instructor.

Education

HEALTH SCIENCE & RELATED PROGRAMS

EDUC 110
Introduction to Education • 5 CR

Details the history, development, purposes, and processes of education. Students examine the teaching-learning process. Format includes lecture, discussion, and lab.

EDUC 220
Using Technology in Your Teaching • 5 CR

Students learn to define technology and how to incorporate changing technologies into the classroom for K-12 educators. Educational technology is looked at largely from the perspective of shaping and changing the learning methodology of the future as well as looking at the history of educational technology. Topics include societal factors, environmental issues, resistance to change strategies, evolving learning theories, and integrating into the curriculum. Designed for students planning to go into K-12 teaching. Recommended: English 201 or permission of instructor.

EDUC 285
Academic Tutoring • V1-5 CR

Provides instruction, supervision, and experience in tutoring adult college students in academic disciplines. Useful preparation for careers in education. Fulfills a requirement for the BCC Honors Program. Prerequisite: Permission of instructor.

EDUC 286
Service Learning • V2-5 CR

Provides instruction, community supervision, and experience in applications of specific academic disciplines to community and workplace problems. Provides contextual relevance to the theoretical aspects of the specific discipline. Fulfills a requirement for the BCC Honors Program. Prerequisite: Permission of instructor.

EDUC 294/295/296/297
Special Topics in Education • V1-5 CR

Allows in-depth study or approved work experience in the field of education. May be repeated for a maximum of 15 credits.

Engineering

SCIENCE DIVISION

ENGR 110
Engineering Orientation • 2 CR

Surveys the functions of engineering and the various fields of the profession. Format includes lecture, discussion, and guest speakers. Course is graded "pass/fail."

ENGR 111
Engineering Problems • 3 CR

Introduces fundamental principles of engineering and develops analytical and problem-solving ability. Topics include dimensional analysis, theory of measurements, vector algebra, and engineering statistics. Prerequisite: MATH 120 or permission of instructor.

ENGR 123
Engineering Graphics • 4 CR

Introduces methods of communicating technical information in engineering design and research. Topics include freehand sketching, lettering, scales, drawing layout, orthographic projection, pictorials, auxiliary views, section views, dimensioning, descriptive geometry, thread and fastener specifications, and tolerances. Includes an introduction to computer-aided drafting. Prerequisite: MATH 092 or 099.

ENGR 125
Applied Descriptive Geometry • 3 CR

Introduces concepts and techniques of descriptive geometry and graphical solutions for engineering problems. Topics include intersection and development revolution principles. Prerequisite: ENGR 123 or permission of instructor.

ENGR 170
Fundamentals of Materials Science • 4 CR

Explores elementary principles underlying the structure and properties of materials. Topics include the properties of inorganic and organic materials as related to atomic, molecular, and crystalline structure. Also covers metals, ceramics, multi-phase systems, natural and synthetic polymeric materials, mechanical stress, electromagnetic fields, irradiation, and thermal and chemical changes. Prerequisite: CHEM 150.

ENGR 200
Computer-Aided Drafting I • 3 CR

Introduces the fundamentals of drawing with a computer-aided drafting software system. Drawing and editing commands are used to create and revise a variety of drawings. Topics include CAD systems, advantages, applications, and operational skills. Prerequisite: ENGR 123 or permission of instructor.

ENGR 201
Computer-Aided Drafting II • 3 CR

Continues ENGR 200, involving more complex CAD techniques. Prerequisite: ENGR 200 or permission of instructor.

ENGR 210
Statics • 4 CR

Explores principles of statics, vector algebra, force-couple relationships, equilibrium analysis, structures, area properties, beams, and friction. Prerequisite: PHYS 121 or MATH 126 or ENGR 111.

ENGR 215
Electrical Circuits • 4 CR

Introduces fundamental concepts of electrical science. Topics include resistors, sources, capacitors, inductors, and operational amplifiers as individual components and as circuit systems. Also covers simultaneous algebraic equations and differential equations in solution methods. Prerequisite: PHYS 122 and MATH 238.

ENGR 220
Introduction to Mechanics of Materials • 4 CR

Introduces the concepts of stress, deformation, and strain in solid materials. Topics include basic relationships between loads on structural and machine elements such as rods, shafts, and beams, and the stresses, deflection and load-carrying capacity of these elements under tension, compression, torsion, bending, and shear forces. Prerequisite: ENGR 210.

ENGR 230
Dynamics • 4 CR

Surveys the dynamics of particles and rigid bodies using vector analysis. Specific topics include kinematics, kinetics, momentum, and energy principles for particles and rigid bodies, as well as Euler's Equations of Motion. Prerequisite: ENGR 210.

ENGR 260
Thermodynamics • 4 CR

Introduces basic principles of thermodynamics from a predominately macroscopic point of view. Topics include the basic laws of thermodynamics as relating to energy transformations and state changes in engineering problems. Recommended: CHEM 150 and MATH 125.

ENGR 299
Individual Studies in Engineering • V1-5 CR

Covers directed readings, special projects, and independent study by an individual student. May be repeated for a maximum of 15 credits. Prerequisite: Permission of instructor.

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English

ARTS & HUMANITIES DIVISION

ENGL 071/072/073/074
Developmental English • 10 CR

Presents reading and writing strategies for students placing below the ENGL 092/093 or ENGL 106 level. Students must also take 1 or 2 credits of ENGL 080 (Reading Lab). Students may start the intensive Developmental English series in any quarter and may repeat courses until they test into ENGL 092 or 093. ENGL 071 is offered in Summer Quarter, 072 in Fall, 073 in Winter, 074 in Spring. Course is graded "credit/no credit." Prerequisite: Placement by assessment.

ENGL 080
Improving Reading Skills (Reading Lab) • V1-2 CR

Allows independent work in the Reading Lab. Students work individually under the supervision of the Reading Lab Director. Course is graded "credit/no credit." One credit represents 22 hours of lab work.

ENGL 089
Preparation for College Reading • 5 CR

Develops skills for students with reading assessment scores at grade levels of 11 to 12. Students develop strategies for effective reading and critical analysis of textbook readings with emphasis on discipline differences. Coordinated with parallel reading lab sections that emphasize acquisition of vocabulary and development of literal and inferential comprehension skills. Prerequisite: Placement by assessment.

ENGL 090
Strategies for Improving Writing Skills • V1-5 CR

Allows a student to work individually on an area of special need by arrangement with an instructor. Prerequisite: Permission of instructor.

ENGL 091
Basic Grammar & Sentence Patterns • V2-5 CR

Reviews parts of speech, verb tenses, basic sentence patterns, and punctuation in the context of students' own writing. Students learn to combat writer's block, find and correct grammatical mistakes, and understand what teachers are telling them about their writing. Open to both native and non-native speakers. Prerequisite: Eligible to register for DEVED 061 or placement in ENGL 071 or higher.

ENGL 092
Developmental English • 5 CR

Emphasizes advanced editing and critical thinking skills. Students learn to meet composition objectives by writing, revising, and editing essays in one class period and by analyzing their work from other classes. Prerequisite: Placement by assessment.

ENGL 093
Composition for Non-Native Speakers • 5 CR

Improves ESL students' composition skills through reading, talking, and writing about contemporary issues. Students improve editing ability by writing, revising, and editing essays in one class period and by analyzing their work from other classes. Prerequisite: Placement by assessment.

ENGL 101
Written Expression • 5 CR

Develops clear, effective writing skills and emphasizes writing as a process. Students practice writing in a variety of forms and modes. Either ENGL 101 or COMM 141 meets a written communication course requirement at BCC. Prerequisite: Placement by assessment, or ENGL 092 or 093 with a C- or better.

ENGL 103
Accessing Information Today • 2 CR

Examines ways to search for and use print and electronic research materials. Students practice critical thinking skills in gathering and preparing information for research papers. Topics include strategies for using CD-ROM indexes, online databases, World Wide Web resources, and e-mail searches.

ENGL 105
Grammar & Communication • 5 CR

Provides an analytical overview of English grammar and sentence patterns, with emphasis on how language creates meaning. Students learn to clarify and control their own writing and understand the basic grammatical structures of foreign languages. Prerequisite: Placement by assessment; or ENGL 092 or 093 with a C- or better.

ENGL 106
Critical Reading in the Humanities • 5 CR

Course focuses on developing higher level cognitive skills: critical reading and questioning of a wide selection of materials--philosophy, education, religion, literature, culture--to examine ways of knowing and thinking; engaging in thoughtful dialogue with peers (via seminars or class/group discussions) on college level material; developing the art of asking insightful questions to generate and advance relevant discussion. Required parallel lab (ENGL 180, 1 or 2 credits) emphasizes vocabulary and comprehension skills. Prerequisite: Placement by assessment.

ENGL 107
English as a Foreign Language • 5 CR

Validates foreign language development for non-native speakers who have completed 15 credits in English courses numbered below 100. Prerequisite: Permission of program chair.

ENGL 108
English as a Foreign Language • 5 CR

Validates foreign language development for non-native speakers who have completed an additional 15 credits in English courses numbered below 100. Prerequisite: Permission of program chair.

ENGL 109
Information Resources • 3 CR

A hands-on course designed to equip students with the fundamentals of information literacy and critical thinking. These fundamentals allow students to effectively identify, retrieve, and evaluate information from a variety of sources. Course is designed to support students' academic, professional, and personal goals. Prerequisite: Permission of instructor.

ENGL 110
Reading Poetry • 5 CR

Introduces the style, structure, and techniques of poetry. Students read, analyze, and interpret works of major poets. Recommended: ENGL 101 placement or higher.

ENGL 111
Reading Drama • 5 CR

Introduces drama as literature, emphasizing conventions, styles, and techniques. Students read, analyze, and interpret works of traditional and modern playwrights. Recommended: ENGL 101 placement or higher.

ENGL 112
Reading Fiction • 5 CR

Introduces fiction through short stories and one or more novels. Students learn close reading techniques and analyze the qualities of fictional literature. Recommended: ENGL 101 placement or higher.

ENGL 114
The Film as Literature • 5 CR

Introduces the critical study of the motion picture as an expressive medium comparable to literary art. Students focus on cultural tradition and values. Recommended: ENGL 101 placement or higher.

ENGL 130
Introduction to Literature • 5 CR

Surveys the major literary genres: poetry, drama, and fiction. Recommended: ENGL 101 placement or higher.

ENGL 131
Introduction to Literature • 5 CR

Surveys the major literary genres: poetry, drama, and fiction. Recommended: ENGL 101 placement or higher.

ENGL 180
Critical Reading in the Humanities Lab • V1-2 CR

Students work individually under supervision of lab staff to strengthen skills that enhance the ability to read critically. Increases academic vocabulary, builds reading rate, and identifies specific information in reading selections necessary for critical reading. Provides required lab work for ENGL 106.

ENGL 190
Writing Lab Link for Discipline Courses • 1 CR

Provides additional instruction in support of discipline courses. Students work on term papers or other assignments with a writing instructor who guides them through the writing process, from research and note taking through drafting and editing. Students spend one hour a week in class and one hour a week in a tutoring session. Recommended ENGL 101. Prerequisite: ENGL 092 or 093 with a C- or better.

ENGL 201
The Research Paper • 5 CR

Develops skills required for writing research papers. Students learn research techniques, source analysis, thesis development, argumentation styles, and summarizing. Fulfills a written communication course requirement at BCC. Prerequisite: ENGL 101 or COMM 141 with a C- or better; or entry code.

ENGL 210
Introduction to European Literature • 5 CR

Examines selected fiction, drama, or poetry from European cultures. Content varies. Recommended: ENGL 101 placement or higher.

ENGL 215
Folklore: Myth, Folktale, & Legend • 5 CR

Examines traditional stories from different cultures. Students discuss common motifs and styles, relationships between cultural perspectives, and theories concerning origins and significance. Recommended: ENGL 101, 201, or a literature course in the 100 series.

ENGL 221
Popular Literature • 5 CR

Investigates the themes, conventions, and cultural assumptions of genre-based popular literature. Specific topics vary and are announced in the class schedule. Recommended: ENGL 101, 201, or a literature course in the 100 series.

ENGL 223
Children's Literature • 5 CR

Examines literature written for children. Students discuss its moral, psychological, and political implications and its place in the larger literary heritage. Recommended: ENGL 101, 201, or a literature course in the 100 series.

ENGL 231
Introduction to Shakespeare I • 5 CR

Surveys the development of Shakespeare's dramatic and literary art. Students read and analyze representative comedies, tragedies, romances, and histories. Lecture/discussion format. Recommended: ENGL 101, 201, or a literature course in the 100 series.

ENGL 232
Introduction to Shakespeare II • 5 CR

Continues ENGL 231, examining additional comedies, tragedies, and histories. Recommended: ENGL 101, 201, or a literature course in the 100 series.

ENGL 241
The Bible as Literature • 5 CR

Explores the oral and written literary traditions of the Old and New Testaments. Students focus on the cultural, historical, and literary aspects of scripture. Lecture/discussion format. Recommended: ENGL 101, 201, or a literature course in the 100 series.

ENGL 263
British Literature: Middles Ages & Renaissance • 5 CR

Explores the relationships among language, literature, and cultural and intellectual context. Students examine representative works such as "Beowulf," Chaucer's "Canterbury Tales," and the poems and plays of Shakespeare. Recommended: ENGL 101, 201, or a literature course in the 100 series.

ENGL 264
The Age of Reason & Revolution • 5 CR

Surveys literary figures, styles, and themes of the 17th and 18th centuries. Authors and works vary, but typically include Donne, Milton, Pope, Goldsmith, Jonson, Swift, and Johnson. Students also discuss early periodicals and novels. Recommended: ENGL 101, 201, or a literature course in the 100 series.

ENGL 265
English Literature: Blake Through Hardy • 5 CR

Surveys the major Romantic and Victorian writers in their literary and cultural context. Authors and works vary, but typically include Blake, Wordsworth, Coleridge, Byron, The Shelleys, Keats, Tennyson, the Brownings, G. Eliot, Hardy, and Arnold. Recommended: ENGL 101, 201, or a literature course in the 100 series.

ENGL 266
English Literature: 20th-Century Writers • 5 CR

Surveys the major figures and movements of modern British literature. Authors and works vary, but typically include T.S. Eliot, Yeats, Conrad, Joyce, Lawrence, Auden, Thomas, Woolf, and Forster. Recommended: ENGL 101, 201, or a literature course in the 100 series.

ENGL 267
American Literature: Beginnings Through Civil War • 5 CR

Surveys the early American literary scene. Authors and works vary, but typically include Edwards, Franklin, Thoreau, Hawthorne, and Melville. Recommended: ENGL 101, 201, or a literature course in the 100 series.

ENGL 268
American Literature: Civil War to End of World War I • 5 CR

Surveys American literature of the Realistic period. Authors and works vary, but typically include Dickinson, James, Adams, Howells, Crane, Dreiser, and Twain. Recommended: ENGL 101, 201, or a literature course in the 100 series.

ENGL 269
American Literature: End of World War I to Present • 5 CR

Surveys 20th-century American literature, emphasizing the expatriates and the experimental. Authors and works vary, but typically include Fitzgerald, Hemingway, Steinbeck, Faulkner, O'Connor, Stevens, Eliot, Roethke, Lowell, Plath, Barth, and Pyncheon. Recommended: ENGL 101, 201, or a literature course in the 100 series.

ENGL 270
Professional Report Writing • 5 CR

Incorporates organization, development and expression of ideas with practical problems in writing. Technical periodicals and reference work with proper bibliographical usage are emphasized. Computer use is required. Fulfills a written communication course requirement at BCC. Prerequisite: COMM 141 or ENGL 101 with a C- or better; or entry code.

ENGL 271
Expository Writing I • 5 CR

Builds on the writing skills learned in ENGL 101 or 201. Students work on personal essays, information and opinion papers, reviews, profiles, articles based upon interviews, or other projects. Fulfills a written communication course requirement at BCC. Prerequisite: ENGL 101 or COMM 141 with a C- or better; or entry code.

ENGL 272
Expository Writing II • 5 CR

Continues ENGL 271, developing more advanced writing skills. Fulfills a written communication course requirement at BCC. Prerequisite: ENGL 271 with a C- or better.

ENGL 273
Verse & Short Story Series (Creative Writing) • 5 CR

Focuses on the creative process in general. This is the first in a 3-course series; students may take any or all courses in the 273/274/275 sequence.

ENGL 274
Verse & Short Story Series (Creative Writing) • 5 CR

Focuses on the creative process in general. This is the second in a 3-course series; students may take any or all courses in the 273/274/275 sequence.

ENGL 275
Verse & Short Story Series (Creative Writing) • 5 CR

Focuses on the creative process in general. This is the third in a 3-course series; students may take any or all courses in the 273/274/275 sequence.

ENGL 276
Women Writers • 5 CR

Explores the diverse styles, themes, and perspectives in women's writings from the 12th to the 20th centuries. Students discuss women's experiences and perspectives over time and within changing social contexts. Recommended: ENGL 101, 201, or a literature course in the 100 series.

ENGL 279
King Arthur, The Round Table & The Grail • 5 CR

Explores the Celtic and medieval origins of the King Arthur legends in relation to modern retellings of the stories. Students discuss what the stories meant in their original contexts and what they mean to modern readers. Recommended: ENGL 101, 201, or a literature course in the 100 series.

ENGL 281
Creative Writing Conference • V1-5 CR

Allows a student to complete agreed-upon writing assignments under an instructor's direction. Open to students who have completed the creative writing series in either fiction or poetry with high achievement. Prerequisite: Permission of instructor.

ENGL 294/295/296/297
Special Studies in Literature • 5 CR

Allows specialized or in-depth study of a subject supplementing the literature curriculum. Student interest and instructor expertise help determine the topic, to be announced in the class schedule. May be repeated for a maximum of 15 credits.

ENGL 299
Directed Reading & Research • V1-5 CR

Covers individual study of specific topics by arrangement with instructor. May be repeated for a maximum of 15 credits. Prerequisite: Permission of instructor.

English as a Second Language

ARTS & HUMANITIES DIVISION

ESL 011
English as a Second Language—Level 1 • V1-8 CR

Prepares English-as-a-second-language students to understand simple spoken phrases and respond to basic personal information questions. Students learn decoding skills and survival vocabulary to read and write personal statements. This is beginning literacy level ESL. Students must show progress in three quarters of instruction. Prerequisite: Placement by assessment.

ESL 012
English as a Second Language—Level 2 • V1-8 CR

Prepares English-as-a-second-language students to communicate using routine statements related to personal needs, desires, and feelings in familiar social contexts. Students learn to write basic messages, interpret maps, bills, and schedules, and follow written and oral instructions. This is beginning ESL. Students must show progress in three quarters of instruction. Prerequisite: Placement by assessment.

ESL 013
English as a Second Language—Level 3 • V1-8 CR

Prepares English-as-a-second-language students to communicate in familiar job, life-skill, or social situations. Students read short texts using simple context clues and decoding skills and write short paragraphs that are edited for basic grammar and spelling. This is intermediate ESL. Students must show progress in three quarters of instruction. Prerequisite: Placement by assessment.

ESL 014
English as a Second Language—Level 4 • V1-8 CR

Prepares English-as-a-second-language students to respond to multi-step directions and communicate using formal and informal language in various situations. Students follow written instructions, read narratives, interpret graphical material, and write and edit an organized paragraph. This is high intermediate ESL. Students must show progress in three quarters of instruction. Prerequisite: Placement by assessment.

ESL 015
English as a Second Language—Level 5 • V1-8 CR

Prepares English-as-a-second-language students to understand sustained conversation and instructions and to communicate independently in various situations. Students apply reading strategies and critical thinking skills when reading materials from authentic sources. Students write and edit organized paragraphs. This is advanced ESL. Students must show progress in three quarters of instruction. Prerequisite: Placement by assessment.

Environmental Science

SCIENCE DIVISION

ENVSC 204
Ecology and the Biosphere • 5 CR

Surveys components of ecosystems, including energy flow and the structure and dynamics of populations and communities. Students review the processes that affect natural environments, examine the impact of human activities on ecosystems, and discuss current environmental issues. Course includes substantial written projects.

ENVSC 207
Field & Laboratory Environmental Science • 6 CR

Practices current scientific methods of investigation and analysis of a variety of environmental elements. Format includes approximately equal components of field experience and laboratory exercises. Fulfills laboratory science course requirement at BCC.

ENVSC 250
Puget Sound Ecology • 6 CR

Explores the geological formation, physical characteristics, major biological/ecological components, and significant environmental issues of the Puget Sound region. Format includes labs, guest speakers, and field trips. Fulfills laboratory science course requirement at BCC.

ENVSC 299
Individual Studies in Environmental Science • V1-5 CR

Allows specialized, individual projects relating to environmental science. Prerequisite: ENVSC 204; or current enrollment in ENVSC 204 and permission of instructor.

Fast Track

CONTINUING EDUCATION

FT 100
Business Skills—MCSE/MCDBA • 1.5 CR

Students learn skills to research job opportunities, prepare an effective resume, and practice interview skills. Industry participation is part of this course through an interactive industry panel discussion.

FT 105
Business Skills—Technical Support • 3 CR

Students learn skills to research job opportunities, prepare an effective resume, and practice interview skills. Industry participation is part of this course through an interactive industry panel discussion. Also, includes the skills and techniques for effective technical writing and customer interaction.

FT 125
Computer & Software Fundamentals • 8 CR

A hands-on introduction to basic and intermediate functions of Windows, Word, Excel, Access, and Outlook. Students learn the fundamental net working concepts and practices, including network architecture and standards, network types, protocols, internet servers and TCP/IP.

FT 130
Network & Operating Systems—MCDBA • 5 CR

Students learn fundamental networking concepts and practices, along with the necessary knowledge to understand and identify the tasks involved in supporting Windows 2000 networks. All references to Windows 2000 means Windows 2000 or the most recent version of Microsoft's network operating system.

FT 145
Network & Operating System—MCSE • 11 CR

Students learn basic PC upgrades and repairs; skills for implementing maintaining and troubleshooting network systems; and how to set-up configure and support Transmission Control Protocol/Internet Protocol (TCP/IP) on Microsoft Windows 2000 operating system. All references to Windows 2000 means Windows 2000 or Microsoft's most recent version of its network operating system.

FT 160
Network & Operating System—Technical Support • 18 CR

Students learn the skills needed to install, upgrade, configure, troubleshoot, and repair hardware, and DOS and Windows 2000 operating systems on desktop and portable systems. Covers the basic skills for implementing, maintaining and troubleshooting network systems and emphasizes problem-solving techniques, safety and common preventive maintenance. All references to Windows 2000 means Windows 2000 or Microsoft's most recent version of its network operating system.

FT 180
MCSE—Technical Support • 5 CR

Students learn the knowledge and skills necessary to install and configure Microsoft Windows 2000 Professional on stand-alone and client computers that are part of a workgroup or domain. Provides the skills and knowledge necessary to install and configure Windows 2000 Server to create file, print, web, and terminal servers. All references to Windows 2000 means Windows 2000 or Microsoft's most recent version of its network operating system.

FT 185
MCSE—Database Administrator • 10 CR

Students learn the knowledge and skills necessary to install and configure Microsoft Windows 2000 Professional on stand-alone and client computers. Includes the skills to install, configure, manage, and support a network infrastructure that uses the Microsoft Windows 2000 server products. All references to Windows 2000 means Windows 2000 or Microsoft's most recent version of its network operating system.

FT 215
MCDBA • 16 CR

Students learn the concepts of relational database design using Access and how to use SQL to retrieve, organize, and summarize data from multiple tables. Provides students with the technical skills required to implement a database on Microsoft SQL server and administer SQL client/server database management system.

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FT 220
MCSE • 18 CR

Students learn the skills necessary to install, configure, and support Microsoft Windows 2000 Professional on stand-alone and client computers, and network infrastructures that use the Windows 2000 server products and directory services. Provides students with the skills necessary to design a directory services infrastructure in an enterprise network. All references to Windows 2000 means Windows 2000 or the most recent version of Microsoft's network operating system.

FT 230
MCSE—Advanced Topics • 8 CR

Students learn the information and skills needed to create a networking services infrastructure design, migration strategies, and security solutions based on Microsoft 2000 Network that support the required applications and needs of the enterprise.

FT 250
Special Topics—Fast Track • V1-8 CR

Allows specialized or in-depth study of a subject related to the Fast Track Information Technology Program. Topics are announced in the class schedule.

Fire Command & Administration

HEALTH SCIENCE & RELATED PROGRAMS

FCA 105
Fire Service Hydraulics • 3 CR

Studies the mechanical properties of water at rest and in motion. Students focus on applying the properties of water to fire suppression operations and fire stream development. Other topics include municipal water supply systems and rural water supply operations.

FCA 120
Basic Fire Investigation • 3 CR

Covers fire origin, causes, and spread. Topics include recognizing accidental and incendiary fires; securing and preserving evidence; interviewing witnesses; coordinating with other agencies; compiling reports; arson laws and court procedures.

FCA 137
Fire Protection Systems I • 3 CR

Surveys fire alarm protection systems and water-type fire extinguishing sprinkler systems for special hazards. Students visit local facilities using various fire protection equipment and systems and learn to make critical appraisals.

FCA 152
Building Construction • 3 CR

Students learn the basic principles of building construction. Covers the building classifications, and the fire and life safety devices required by the Uniform Building Code.

FCA 155
Fire Service Instructor • 3 CR

Emphasizes the study, application, and evaluation of teaching methodology and techniques that can prepare an individual as a fire service instructor. Course meets NFPA 1041 standards.

FCA 160
Fire Tactics I • 3 CR

Reviews planning, implementation, and evaluation of basic fire tactics at the responding officer level. Students learn pre-fire planning, size-up, fire simulation, fire behavior, organizational structures, strategy, and resource requirements and allocation.

FCA 161
Incident Management I • 3 CR

Studies emergency incident management at the fire company level. Topics include basic command structure and components, incident safety, personnel accountability, and application of management processes to a variety of emergency situations.

FCA 170
Hazardous Materials I • 3 CR

Provides a basis for taking command at a hazardous materials incident. Students learn to identify the material involved, evaluate the information gained from shipping papers, and find appropriate assistance.

FCA 177
Wild Land/Urban Interface • 3 CR

Presents information and skills required to contain fires in open or rural land that interfaces with urban or suburban environments. Specific issues include forests, grassland, farmland, etc.

FCA 181
Fire Service Safety • 3 CR

A study of fire fighter safety using NFPA and state standards. Emphasizes the day-to-day health and safety of department members. Addresses standards, regulations, role of safety officer, accident investigations, record keeping, structural, EMS, hazardous materials, and wild land emergencies.

FCA 190
Uniform Fire Code & Inspection Procedures • 4 CR

Studies the Uniform Fire Code as applied to fire prevention inspections at the fire company level. Students relate the UFC to the Uniform Building Code and other recognized standards. Students take a realistic approach to field applications.

FCA 201
Emergency Medical Technician • 8 CR

Covers all emergency medical techniques currently within the responsibilities of the basic EMT providing emergency care with an ambulance service. Meets federal and state standards.

FCA 231
Fire Service Leadership • 3 CR

Examines the roles and responsibilities of company officers through concepts, examples, and practice. Students learn skills necessary for effective supervision, including goal setting, delegation, counseling, coaching, problem solving, decision-making, leadership, communications, and the supervisor's role in labor relations.

FCA 232
Fire Service Management • V4-5 CR

Details the principles of organization and management as applied to fire service agencies. Students apply theories to actual management problems through realistic case studies. Same as G BUS 241. Either FCA 232 or G BUS 241 may be taken for credit, not both.

FCA 233
Fire Service Administration • V4-5 CR

Provides an overview of state and federal laws pertaining to the workplace. Students discuss issues of leadership and administration including labor management, collective bargaining, human resources, safety regulations, local government, planning, and budgeting.

FCA 261
Incident Management II • 3 CR

Studies incident management processes for emergency response at the disaster management level. Students discuss advanced command structure and components, pre-incident planning, and application of management processes to a variety of large-scale emergency situations. Prerequisite: FCA 161.

FCA 270
Hazardous Materials II • 3 CR

Prepares the incident responder to handle a spill, fire, or other incident involving hazardous materials. Prerequisite: FCA 170.

FCA 298
Seminar in Fire Command Administration • V1-3 CR

Covers workshops and seminars on fire command and supervision for which college credit is offered.

Fire Investigation

HEALTH SCIENCE & RELATED PROGRAMS

FI 130
Investigative Interview Techniques • 2 CR

Introduces the basic interview techniques used during criminal investigations. Students practice techniques for developing elements of a complete case report and for interviewing criminal suspects and witnesses.

FI 220
Advanced Fire Scene Investigation • 4 CR

Presents advanced, detailed techniques of fire scene investigation and criminal case follow-up. Students learn how to take data and evidence from the fire scene and formulate a case report for criminal prosecution.

FI 240
Crime Scene & Physical Evidence • 4 CR

Examines federal and Washington state laws of search and seizure from a fire investigation perspective. Topics include functions of crime laboratories, concepts of physical evidence, protection of the crime scene, and techniques for crime scene processing.

FI 250
Juvenile Fire Setter • 2 CR

Studies Washington state laws pertaining to the juvenile criminal offender. Topics include interview techniques; functions of the juvenile justice system; and recognition of the criminal and non-criminal juvenile fire setter.

FI 260
Arson Fraud Investigation • 4 CR

Presents arson fraud through theory and case studies. Students learn procedures of investigating arson fires and what to look for (and where) in determining motivation and method.

Fire Prevention Specialist

HEALTH SCIENCE & RELATED PROGRAMS

FPS 100
Introduction to Fire Prevention Practices • 3 CR

Examines the spectrum of fire prevention functions and philosophies and their relationships to fire suppression efforts. Students review legal mandates for fire prevention; fire inspection practices and processes; public education and public relations; plan review; fire codes and related regulations; and the need and process of fire investigation.

FPS 200
Plan Review For Fire Prevention • 4 CR

Introduces the tools and techniques of reviewing building plans from the fire prevention perspective. Students get hands-on plan review experience and develop the basic skills, knowledge, and attitudes needed to be a plan reviewer.

FPS 237
Fire Protection Systems II • 3 CR

Analyzes fire protection and detection systems, focusing on advanced concepts in fire sprinkler systems. Format includes classroom discussion and practical sprinkler demonstrations.

FPS 290
Advanced Codes & Inspection • 3 CR

Builds on the introduction to the Uniform Fire Code (FCA 190), by analyzing specific articles of the code that are more difficult to interpret and apply. The course also looks closely at local, state, and federal regulations that apply to the UFC.

FPS 291
Hazardous Materials Inspection • 3 CR

Outlines steps and issues in hazardous materials inspections as specified in Article 80 of the National Fire Protection Association. Topics include hazardous material permits; plan review and enforcement of hazardous material code compliance; evaluation of alternative methods; and environmental regulation compliance.

Fire Science

HEALTH SCIENCE & RELATED PROGRAMS

FS 100
Introduction to Fire Service • 1 CR

Surveys the field of fire service. Topics include typical fire department structure, authority of the fire chief and fire marshal, and fire department interactions with other local, state, and federal agencies.

FS 101
First Responder • 3.5 CR

Prepares first responders to deal with medical emergencies. Students learn the use of specialized equipment for medical emergency response. Format includes lecture and hands-on training.

FS 111
Fundamentals of Firefighting • 7 CR

Develops introductory-level firefighting skills. Topics include fundamentals of safety, communications, behavior of fire, protective equipment, ladders and hoses, water supply, forcible entry, and rescue techniques.

FS 113
Intermediate Firefighting • 8 CR

Continues FS 111 with additional basic skills training for fire service personnel. Topics include fire extinguishers, ventilation, ropes/knots, ladders, salvage, and sprinkler systems.

FS 115
Advanced Firefighting • 2.5 CR

Completes the basic skills training series. Topics include fire cause, foam agents, multi-company operations, and fundamentals of fire education and public relations.

FS 117
Hazardous Materials: Recognition/Identification • 0.5 CR

Introduces hazardous materials for emergency responders. Students learn basics of identification, recognition, and resource information available.

FS 119
Live Fire Control • 2.5 CR

Offers live-fire training for emergency responders, covering Class A (common combustibles) and Class B (flammable liquid) fires. Students practice using special techniques and equipment. Requires lab performance for all students.

Foreign Languages

ARTS & HUMANITIES DIVISION

AMERICAN SIGN LANGUAGE

ASL 101
American Sign Language I • 5 CR

Introduces the basic vocabulary and grammar of ASL for the beginning student. Students also review the cultural aspects of deafness. Fulfills humanities course requirement at BCC.

ASL 102
American Sign Language II • 5 CR

Develops skills for the student with a basic knowledge of ASL. Students focus on the rules of grammar, idioms, vocabulary building, signing, and reading of signs. Fulfills humanities course requirement at BCC. Prerequisite: ASL 101.

ASL 103
American Sign Language III • 5 CR

Continues ASL 102. Topics include rules and syntax, introduction of Stokoe rotation using a linguistic text as reference, and use of illustrated techniques to describe signs. Fulfills humanities course requirement at BCC. Prerequisite: ASL 102.

CHINESE

CHIN 101
Beginning 1st-Year Chinese • 5 CR

Develops basic functional language ability in spoken and written Chinese. Students practice sounds and tones, vocabulary, and grammatical constructions. Students learn both traditional and simplified characters and practice using Chinese in authentic situations.

CHIN 102
Intermediate 1st-Year Chinese • 5 CR

Expands students' functional language ability in spoken and written Chinese. Students practice sounds and tones, vocabulary, and grammatical constructions. Students learn both traditional and simplified characters and practice using Chinese in authentic situations. Recommended: CHIN 101 or permission of instructor.

CHIN 103
Advanced 1st-Year Chinese • 5 CR

Further expands students' functional language ability in spoken and written Chinese. Students practice sounds and tones, vocabulary, and grammatical constructions. Students learn both traditional and simplified characters and practice using Chinese in authentic situations. Prerequisite: CHIN 102 or permission of instructor.

FRENCH

FRNCH 101
Beginning 1st-Year French • 5 CR

Introduces basic speaking, reading, and writing skills. Students learn primarily by listening and speaking, both in class and practicing with recorded tapes.

FRNCH 102
Intermediate 1st-Year French • 5 CR

Continues FRNCH 101. Prerequisite: FRNCH 101 or permission of instructor.

FRNCH 103
Advanced 1st-Year French • 5 CR

Continues FRNCH 102. Prerequisite: FRNCH 102 or permission of instructor.

FRNCH 121
Language & Culture Immersion—Beginning 1st-Year French • 5 CR

Introduces basic speaking, reading and writing skills to the complete beginner (debutant) who has little or no previous exposure to elementary French. Placement is determined by approved host institution. Students experience complete immersion into a 100% French-speaking on-site environment. Portfolio evaluation required to receive credit. Prerequisite: Placement determined by assessment at host institution.

FRNCH 122
Language & Culture Immersion—Intermediate 1st-Year French • 5 CR

Gives beginner with some previous knowledge of elementary French (faux debutant) an opportunity to improve use of basic oral and written skills in a variety of everyday situations using readily understandable language. Students experience complete immersion into a 100% French-speaking on-site environment. Portfolio evaluation required to receive credit. Prerequisite: Placement determined by approved host institution and permission of instructor.

FRNCH 123
Language & Culture Immersion—Advanced 1st-Year French • 5 CR

Allows student with working knowledge of elementary French using past, present, and future tenses in basic social situations (pre-intermediaire) the opportunity to expand and improve spoken and written skills. Continues FRNCH 122. Students experience complete immersion into a 100% French-speaking on-site environment. Portfolio evaluation required to receive credit. Prerequisite: Placement by approved host institution and permission of instructor.

FRNCH 201
Basic 2nd-Year French • 5 CR

Reviews and expands on first-year French grammar. Students increase their oral and written competencies, working in an authentic literary and cultural context. Prerequisite: FRNCH 103 or permission of instructor.

FRNCH 202
Intermediate 2nd-Year French • 5 CR

Continues FRNCH 201. Prerequisite: FRNCH 201 or permission of instructor.

FRNCH 203
Advanced 2nd-Year French • 5 CR

Continues FRNCH 202. Prerequisite: FRNCH 202 or permission of instructor.

FRNCH 221
Language & Culture Immersion—Basic 2nd-Year French • 5 CR

Gives a student with a general understanding of spoken and written functional language (intermediaire) the opportunity to expand and perfect their oral and written command of intermediate French in daily situations. Students experience complete immersion into a 100% French-speaking on-site environment. Portfolio evaluation required to receive credit. Prerequisite: Placement approved by host institution and permission of instructor.

FRNCH 222
Language & Culture Immersion—Basic 2nd-Year French • 5 CR

Allows students to use spoken and written French with relative ease (intermediaire avance) to expand their ability to explain a variety of general and specific information using advanced intermediate functional language. Continues FRNCH 221. Students experience complete immersion into 100% French-speaking on-site environment. Portfolio evaluation required to receive credit. Prerequisite: Placement by approved host institution and permission of instructor.

FRNCH 223
Language & Culture Immersion—Basic 2nd-Year French • 5 CR

Gives a student the ability to use appropriate vocabulary and grammar at a normal rate of speech with excellent pronunciation (avance) the opportunity to enhance their use of advanced oral and written French. Continues FRNCH 222. Students experience complete immersion into 100% French-speaking on-site environment. Portfolio evaluation required to receive credit. Prerequisite: Placement by approved host institution and permission of instructor.

GERMAN

GERM 101
Beginning 1st-Year German • 5 CR

Introduces the fundamentals of the German language. Students develop basic listening, reading, speaking, and writing skills through activities and exercises.

GERM 102
Intermediate 1st-Year German • 5 CR

Continues GERM 101. Prerequisite: GERM 101 or permission of instructor.

GERM 103
Advanced 1st-Year German • 5 CR

Continues GERM 102. Prerequisite: GERM 102 or permission of instructor.

GERM 201
Basic 2nd-Year German • 5 CR

Reviews and expands on first-year German grammar. Students increase their oral and written competencies, working in an authentic literary and cultural context. Prerequisite: GERM 103 or permission of instructor.

GERM 202
Intermediate 2nd-Year German • 5 CR

Continues GERM 201. Prerequisite: GERM 201 or permission of instructor.

GERM 203
Advanced 2nd-Year German • 5 CR

Continues GERM 202. Prerequisite: GERM 202 or permission of instructor.

JAPANESE

JAPAN 101
Beginning 1st-Year Japanese • 5 CR

Develops basic language skills in contemporary Japanese. Oral and written activities help students gain skills in listening, speaking, reading, writing, and cultural awareness that allow students to communicate and interact.

JAPAN 102
Intermediate 1st-Year Japanese • 5 CR

Continues JAPAN 101. Prerequisite: JAPAN 101 or permission of instructor.

JAPAN 103
Advanced 1st-Year Japanese • 5 CR

Continues JAPAN 102. Prerequisite: JAPAN 102 or permission of instructor.

JAPAN 194/195/196/197
Special Topics in Japanese • V1-5 CR

Allows a student to pursue focused, independent study under the supervision of an instructor.

JAPAN 201
Basic 2nd-Year Japanese • 5 CR

Expands students' ability to use Japanese in real-life situations. Students practice listening, speaking, reading, and writing in integrated activities relating to a main theme. Grammar is de-emphasized; vocabulary acquisition vocabulary is stressed. Prerequisite: JAPAN 103 or permission of instructor.

JAPAN 202
Intermediate 2nd-Year Japanese • 5 CR

Continues JAPAN 201. Prerequisite: JAPAN 201 or permission of instructor.

JAPAN 203
Advanced 2nd-Year Japanese • 5 CR

Continues JAPAN 202. Prerequisite: JAPAN 202 or permission of instructor.

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SPANISH

SPAN 101
Beginning 1st-Year Spanish • 5 CR

Develops basic language skills in Spanish. The emphasis is listening and speaking; basic reading and writing skills are also introduced. Format includes practice with video and audiocassettes.

SPAN 102
Intermediate 1st-Year Spanish • 5 CR

Continues SPAN 101. Prerequisite: SPAN 101 or permission of instructor.

SPAN 103
Advanced 1st-Year Spanish • 5 CR

Continues SPAN 102. Prerequisite: SPAN 102 or permission of instructor.

SPAN 201
Basic 2nd-Year Spanish • 5 CR

Reviews and expands the vocabulary and grammar learned in the first year. Students develop comprehension, speaking, reading, and writing skills by working with authentic material from the Spanish-speaking world. Prerequisite: SPAN 103 or permission of instructor.

SPAN 202
Intermediate 2nd-Year Spanish • 5 CR

Continues SPAN 201. Prerequisite: SPAN 201 or permission of instructor.

SPAN 203
Advanced 2nd-Year Spanish • 5 CR

Continues SPAN 202. Prerequisite: SPAN 202 or permission of instructor.

SPAN 299
Individual Studies in Spanish • V1-5 CR

Covers directed readings, special projects, and independent study by an individual student.

Gaming

BUSINESS DIVISION

GAME 111
Gaming Foundations • 5 CR

Students learn and practice the basic principles of digital 3D game development. Students learn to create simple digital 3D games. Topics include gaming history and genres, game elements, and principles of gaming production. Prerequisite: MEDIA 109 at BCC with a C- or better.

General Business Management

BUSINESS DIVISION

G BUS 101
Introduction to Business • 5 CR

Examines the role of business in a modern economy: growth, structure, organization, and relationship to the environment. Students investigate the objectives, functions, and management of business firms. Other topics include problems of organization, decision-making, and controls. Fulfills social science course requirement at BCC for non-business majors.

G BUS 120
Organizational Behavior • 5 CR

Explores the dynamics of human resources in a business organization. Students develop a positive attitude toward the human element in business. Specific topics include motivation, leadership, group dynamics, organization theory, participatory management, and communication.

G BUS 130
Principles of Real Estate • 5 CR

Entry-level course designed for buyers, sellers, investors, and preparation for the Washington State Salesperson's Exam. Legal titles and instruments, finance, appraisal, contracts, agency, land economics. Sixty clock hours. Same as R EST 130. Either G BUS 130 or R EST 130 may be taken for credit, not both.

G BUS 145
Business Mathematics • 5 CR

Presents practical mathematics for business and consumer financing. Topics include computing simple and compound interest, present values, annuities, and amortization. Note: Calculator recommended.

G BUS 150
Entrepreneurship • 5 CR

Deals with organizing and operating a small business. Topics include development of a business plan, failure factors in small business, source of capital, record keeping, financial statements, taxation, marketing, legal and regulatory issues and management principles.

G BUS 202
Law & Business • 5 CR

Surveys laws applicable to business transactions. Students focus on law of contract sales, negotiable instruments, and agency.

G BUS 210
Stock Market Investment Strategy • V1-5 CR

Provides a hands-on opportunity to manage a stock portfolio in an interactive competition. Students begin with a fictional $100,000 on account and 20 trades. Topics include money, capital markets, stocks, bonds, fiscal and monetary policies, business cycles, and financial statement analysis.

G BUS 221
Human Resource Management • 5 CR

Introduces the functional areas of human resource management and laws. Students discuss job analysis, recruitment, testing, interviewing, selection, placement, training, wage and salary administration, performance evaluation, and labor management.

G BUS 230
Project Management • 5 CR

Examines the theory and practice of project management from a managerial perspective. Students define projects, determine resources requirements, write requests for proposals, outline contract requirements, define and sequence tasks, and create project schedules. Recommended: Concurrent enrollment in BTS 280.

G BUS 241
Organization & Management Skills • 5 CR

Presents organization and management principles as applied to both for-profit and non-profit entities. Students apply theories to actual management problems through realistic business case studies. Same as FCA 232. Either GBUS 241 or FCA 232 may be taken for credit, not both. Recommended: G BUS 101 or INTST 150 and G BUS 120.

G BUS 260
Business Ethics • 5 CR

Introduction to ethical theories relevant to issues and problems in business. Explores ethical concerns in marketing, race/gender bias, economics, the natural environment, employee-employer duties, and civic relations. Same as PHIL 260. Either G BUS 260 or PHIL 260 may be taken for credit, not both.

G BUS 291
Business Internship I • 2 CR

Develops the skills necessary for an effective job search. Topics covered include résumés, cover letters, interviews, job searches, and portfolios. Course is graded "credit/no credit." Prerequisite: Entry code.

G BUS 292
Business Internship II • V1-10 CR

Continues G BUS 291, with students working at least 15 hours weekly in an industry related to their studies. Students meet weekly with instructor and discuss their work activities. Course is graded "credit/no credit." Variable credit based on hours worked in internship. Prerequisite: Entry code.

G BUS 294/295/296/297
Special Topics in Management • V1-10 CR

Allows study of advanced or specialized topics in the field of management.

G BUS 299
Individual Studies in General Business • V1-10 CR

Covers directed readings, special projects, and independent study by an individual student. Prerequisite: Permission of instructor.

General Education Development (GED)

ARTS & HUMANITIES DIVISION

GED 071/072
GED Preparation • V1-5 CR

Prepares individuals to take the GED exam through review of the five GED content areas (writing, mathematics, literature and the arts, social studies, and science) with particular emphasis on writing and math. This class is also appropriate for students interested in improving their basic skills before entering credit classes. Prerequisite: Placement by assessment.

Geography

SOCIAL SCIENCE DIVISION

GEOG 100
Introduction to Geography • 5 CR

Surveys the concepts and methods of geography by examining humankind's influence on the environment and the environment's impact on humankind. Topics include patterns and processes of world climates, culture, population, urbanization, economic activities, and resources.

GEOG 102
World Regional Geography • 5 CR

Studies world geographical relationships. Students analyze and interpret demographic, economic, political, social, and resource distribution patterns in the contemporary world, as well as the factors leading to these regional distributions and the interrelationships among them.

GEOG 105
Geography of World Affairs • 5 CR

Offers a geographical perspective on contemporary world problems. Students investigate economic, demographic, social, political, cultural, and environmental issues, with emphasis on interrelationships, patterns, processes, and potential solutions. Same as INTST 105. Either GEOG 105 or INTST 105 may be taken for credit, not both.

GEOG 194/195/196/197
Special Topics in Geography • V1-10 CR

Covers supplementary or unusual classes related to the field. Topics are announced in the class schedule. Prerequisite: Permission of instructor.

GEOG 198
Seminar in Geography • V1-10 CR

Includes seminars, workshops, etc., for which college credit is offered.

GEOG 199
Individual Studies in Geography • V1-10 CR

Covers directed readings, special projects, and independent study by an individual student. May be repeated for a maximum of 15 credits. Prerequisite: Permission of instructor.

GEOG 200
Cultural Geography • 5 CR

Analyzes the relationships between human settlement patterns and the physical environment. Students investigate spatial factors in cultural processes and dynamic change.

GEOG 205
Weather, Climate, Vegetation, Soils • 5 CR

Investigates the dynamic patterns and processes of weather, climates, vegetation, and soils. Attention will be given to the human significance of different natural, as well as human-altered environments. Fulfills natural science course requirement at BCC.

GEOG 206
Landforms & Landform Processes • 6 CR

Surveys the origin and evolution of landforms by investigating the physical and chemical processes responsible for their development. Landforms such as volcanic cones, fault structures, and glacial features are identified by analyzing and interpreting data, graphs, and maps and by using visual aids including slides, videos, and CDs. Fulfills laboratory science credit at BCC.

GEOG 207
Economic Geography • 5 CR

Investigates the real distribution of economic activities and their impact upon the environment. Topics include the components of production, exchange, and consumption of goods and services, with emphasis on resource uses such as agriculture, industrialization, and urbanization.

GEOG 250
Geography of the Pacific Northwest • 5 CR

Presents elementary geographical concepts as they apply to the Pacific Northwest region. Students become familiar with geomorphological and climatological processes and their relationship to settlement, population, and economic patterns.

GEOG 258
Introduction to Spatial Models: Maps & GIS • 5 CR

Examines the emerging technology of Geographic Information Systems (GIS) as well as map production and design. Students get hands-on practice in applying GIS to spatially oriented business/environmental problems. Prerequisite: Basic computer literacy.

GEOG 294/295/296/297
Special Topics in Geography • V1-10 CR

Covers supplementary or unusual classes related to the field. Topics are announced in the class schedule.

GEOG 298
Seminar in Geography • V1-10 CR

Includes seminars, workshops, etc., for which college credit is offered.

GEOG 299
Individual Studies in Geography • V1-10 CR

Covers directed readings, special projects, and independent study by an individual student. Maybe repeated for a maximum of 15 credits. Prerequisite: Permission of instructor.

Geology

SCIENCE DIVISION

GEOL 101
Survey of Geology • 6 CR

Studies the physical processes, both on and beneath the surface, that have over time given the earth its present form. Course format includes field and laboratory study of minerals, rocks, and maps. Fulfills laboratory science course requirement at BCC.

GEOL 103
History of Earth • 6 CR

Surveys the geologic history of the earth, including the history of life on earth. Students learn to interpret rock and fossil evidence. The course is designed for non-majors; includes laboratory work.

GEOL 199
Individual Studies in Geology • V1-5 CR

Covers directed readings, special projects, and independent study by an individual student. May be repeated for a maximum 15 credits. Prerequisite: Permission of instructor.

GEOL 208
Geology of the Northwest • 6 CR

Examines the geologic history of the Pacific Northwest, focusing on geologic processes important to its evolution. Students use evidence from rocks, landforms, and maps to reconstruct the geological story of the region. Fulfills laboratory science course requirement at BCC.

GEOL 299
Individual Studies in Geology • V1-5 CR

Covers directed readings, special projects, and independent study by an individual student. May be repeated for a maximum 15 credits. Prerequisite: Permission of instructor.

Health

HEALTH SCIENCE & RELATED PROGRAMS

HLTH 250
Wellness • 5 CR

Approaches wellness from a holistic health perspective. Students learn to become informed consumers. Discussion topics include emotional and physical health and well-being, marriage and family, communicable and degenerative diseases, and drugs.

HLTH 292
First Aid & CPR/ Responding to Emergencies • 4 CR

Helps prepare students for both a Standard Red Cross First Aid Certificate and Cardiopulmonary Resuscitation (CPR) Certificate. Lecture/lab format.

HLTH 294/295/296/297
Special Topics in Health • V1-5 CR

Students explore specific issues in personal health, with emphasis on practical application of theory. Topics are announced in the class schedule.

History

SOCIAL SCIENCE DIVISION

HIST 101
History of Civilization: Cultural Traditions • 5 CR

Surveys the development of civilizations from ancient times to 1000 AD. Cultures studied include Mesopotamia, Egypt, India, China, Greece, and Rome, ending with the fall of Rome and the rise of Christianity. May be used as social science or humanities credit, not both, at BCC.

HIST 102
History of Civilization: Middle Ages • 5 CR

Surveys world civilization from about 500 AD to 1815 (Napoleon's defeat). Topics include the fall of Rome, the rise of Christianity and Islam, medieval institutions, the Renaissance, the rise of science, the age of exploration, and the development of the nation-state. May be used as social science or humanities credit, not both, at BCC.

HIST 103
History of Civilization: Contemporary World • 5 CR

Surveys the history of Europe since the Enlightenment. Topics include the Industrial Revolution, modern ideologies, imperialism, the origins and impact of the World Wars, the rise of new nations, the Cold War, and the emergence of new global identities, relationships, conflicts, and crises. May be used as social science or humanities credit, not both, at BCC.

HIST 110
English History to 1603 • 5 CR

Traces the history of the British Isles from the Roman Conquest to the establishment of the nation-state under Henry VIII and Elizabeth I. Topics include life and culture in the Middle Ages, the Hundred Years' War, the rise of Parliament, and the English reformation. May be used as social science or humanities credit, not both, at BCC.

HIST 115
English History: 1603 to Present • 5 CR

Traces the history of the British Isles from the death of Elizabeth I to the present. Topics include the development of Parliament, constitution, and political parties; the industrial revolution; political reform; the growth and decay of British military power, and membership in the Common Market. May be used as social science or humanities credit, not both, at BCC.

HIST 120
Global History • 5 CR

Surveys comparative global history, focusing on the relationships between cultures. Students investigate global developments in religion, law, and technology as well as the rise and fall of empires and cultures. May be used as social science or humanities credit, not both, at BCC. Same as INTST 204. Either HIST 120 or INTST 204 may be taken for credit, not both.

HIST 135
History of the U.S. Since 1940 • 5 CR

Examines the critical social factors that have altered American life since 1940. Students investigate aspects of both formal and popular culture as well as major events in foreign and domestic policy. May be used as social science or humanities credit, not both, at BCC.

HIST 194/195/196/197
Special Topics in History • V1-10 CR

Covers supplementary or unusual classes related to the field. Topics are announced in the class schedule.

HIST 198
Seminar in History • V1-10 CR

Includes seminars, workshops, etc., for which college credit is offered.

HIST 199
Individual Studies in History • V1-10 CR

Covers directed readings, special projects, and independent study by an individual student. May be repeated for a maximum of 15 credits. Prerequisite: Permission of instructor.

HIST 201
U.S. History: Discovery To Independence • 5 CR

Synthesizes the European heritage and colonial experience and their effect on American ideas and institutions. Students examine the War of Independence and formation of the Federal Union. Other topics include religion, mercantilism, westward expansion, and Anglo-American republican thought. May be used as social science or humanities credit, not both, at BCC.

HIST 202
U.S. History: First Century of Independence • 5 CR

Examines the problems involved in creating a new nation and establishing a federal government. Students discuss the formation of political parties, the democratization of American society, national expansion, the Civil War, and the impact of industrialization. May be used as social science or humanities credit, not both, at BCC.

HIST 203
U.S. History: U.S. in the Global Age • 5 CR

Examines the emergence of modern American society. Students look into problems of industrialization and urbanization; reform movements such as Populism, Progressivism, and the New Deal; and the multicultural society in an age of global interdependence. May be used as social science or humanities credit, not both, at BCC.

HIST 207
Introduction to Intellectual History • 5 CR

Surveys the major currents of modern western thought. Students examine assumptions and ideas about the nature of the cosmos and humanity before and after the Renaissance. Topics include the Scientific Revolution, the Enlightenment, 19th-century ideologies, and the philosophical crisis of the 20th century. May be used as social science or humanities credit, not both, at BCC.

HIST 210
The Far East in the Modern World • 5 CR

Examines the roles of China, India, Japan, Korea, and Southeast Asia in 20th-century economic, political, and cultural affairs. Students gain understanding of the region's cultures and value systems and its emergence from the age of colonial rule to modern independent states. May be used as social science or humanities credit, not both, at BCC.

HIST 212
Sport in America: A Social History • 5 CR

Surveys the role of sports in society. Students examine the development of games and sports in the context of western history, with an emphasis on organized sports in American culture. May be used as social science or humanities credit, not both, at BCC.

HIST 223
History of Russia & Eastern Europe: 1533 to Present • 5 CR

Surveys the social, political, and economic history of Russia and Eastern Europe from the 16th century to the present. Students gain understanding of the peoples and countries of Eastern Europe, with special emphasis upon Russia from the early-modern to the modern period. May be used as social science or humanities credit, not both, at BCC.

HIST 230
Revolutions in the Modern World • 5 CR

Studies the forces that produce significant changes in a nation's social, economic, or political ideas and institutions. Students analyze "revolutions" such as those in England, America, France, Russia, and China. Same as POLSC 230. Either HIST 230 or POLSC 230 may be taken for credit, not both. May be used as social science or humanities credit, not both, at BCC.

HIST 236
History of Australia • 5 CR

Examines the history of Australia from the first human inhabitants 40,000 years ago through the long and difficult process to become the modern continent nation of Australia. Attention is given to the various groups who have migrated to Australia, the exploration and colonization of the continent, the gold rushes and bushrangers, the creation of a federation, and the emergence of the modern Australian nation during the 20th century. Fulfills social science or humanities course requirement, not both, at BCC.

HIST 242
The Age of Exploration & Discovery • 5 CR

Examines the role of great explorers in world history from Marco Polo to David Livingstone. Students examine the factors encouraging exploration and discovery from medieval to modern times, as well as the results of cultural contact. May be used as social science or humanities credit, not both, at BCC.

HIST 245
The U.S. in World Affairs: 1898 to Present • 5 CR

Examines U.S. foreign policy since the nation's rise to world power status in 1898. Students investigate both external and internal factors influencing foreign policy. May be used as social science or humanities credit, not both, at BCC.

HIST 250
U.S. Military History • 5 CR

Overviews the major wars fought by the U.S. and the political and strategic issues influencing the national response. May be used as social science or humanities credit, not both, at BCC.

HIST 261
The Middle East in the Islamic Era • 5 CR

Examines the political, social, and cultural history of the Middle East since the 7th century. Topics include the development of Islam, the rise and decline of Islamic empires, and the impact of modernization, the Arab-Israeli confrontation, and Islamic fundamentalism. Same as INTST 261. Either HIST 261 or INTST 261 may be taken for credit, not both. May be used as a social science or humanities credit, not both, at BCC. Recommended: HIST 102 or 103.

HIST 264
Washington & the Pacific Northwest • 5 CR

Studies the historical and environmental factors affecting the social, economic, and political structures of the Pacific Northwest. Topics include the physical background of aboriginal, European, and American settlement. May be used as social science or humanities credit, not both, at BCC.

HIST 280
History of Africa • 5 CR

Examines the history of the continent from the origins of the human species to the present. Topics include the rise and fall of ancient kingdoms and civilizations; the impact of the wider world from Greek and Roman times to the 20th century; and Africa's role in international affairs. Same as INTST 280. Either HIST 280 or INTST 280 may be taken for credit, not both. May be used as social science or humanities credit, not both, at BCC.

HIST 294/295/296/297
Special Topics in History • V1-10 CR

Covers supplementary or unusual classes related to the field. Topics are announced in the class schedule.

HIST 298
Seminar in History • V1-10 CR

Includes seminars, workshops, etc., for which college credit is offered.

HIST 299
Individual Studies in History • V1-10 CR

Covers directed readings, special projects, and independent study by an individual student. May be repeated for a maximum of 15 credits. Prerequisite: Permission of instructor.

Home Economics

HEALTH SCIENCE & RELATED PROGRAMS

HOMEC 130
Human Nutrition • 5 CR

Studies foods and nutrition in relation to health and disease, and the processes by which nutrients function in the human body. Same as BIOL 130 and NUTR 130. Only one of the three (BIOL 130, HOMEC 130, NUTR 130) may be taken for credit.

HOMEC 256
Child Development & Guidance • 3 CR

Studies the physical, social, and emotional development of the child from infancy to adolescence. Students discuss the guidance necessary for optimal development.

Human Development

STUDENT SERVICES

HD 092
College Survival • 3 CR

Covers basic study skills and learning strategies that enable students to handle college-level course work. Topics include time management, test taking, note taking, and memory techniques. Recommended for students with reading skills below ENGL 089.

HD 100
Fast Track to College Success • V1-2 CR

Course develops a better understanding of the learning process and essential academic success skills and abilities. Assessment session for math and English placement is part of this course. Other topics include use of information resources, group skills, learning styles, career resources, note taking, memory, and test taking.

HD 101
Self-Esteem in the Workplace • 3 CR

Explores theory and practice of positive self-esteem through small-group discussion, activities, and readings. Students focus on changing cognitive beliefs and learning behavioral skills that build self-confidence in life, especially in the workplace.

HD 110
Stress Management • V1-3 CR

Presents methods and benefits of managing stress. Students learn to identify stress, become aware of stress sources, and understand the results of stress in terms of thoughts, feelings, and actions. Students discuss and practice various methods for reducing unwanted stresses.

HD 115
Understanding Addictive Behaviors • 3 CR

Presents a context for understanding addictions of all kinds. Students explore the forms and roots of addictive behavior, examine a unifying addiction model, and determine the model's implications for recovery.

HD 120
Learning Strategies for Student Success • V1-5 CR

Develops skills that support successful college work. Students practice effective study techniques and learning strategies, and explore resources available on campus. Recommend placement in ENGL 089 or above.

HD 130
Student Success for Distance Learners • 5 CR

Helps students in online or other distance-learning classes develop skills that support successful college work. Students learn how to use student support services, library resources, and career and academic information. Topics include computer technology, time management, setting educational goals, and study skills.

HD 140
Race, Class, Gender in the Workplace • V1-5 CR

Explores race, gender, and class differences in our social, economic, and political structure. Students examine the impact that racism, classism, and sexism have on our lives and our society, especially in the workplace.

HD 157
Assertive Communication • V1-3 CR

Develops awareness of personal communication styles and choices. Students practice skills that enable them to communicate directly and to get their needs met without denying the rights of others.

HD 165
Peer Counseling I • 5 CR

First in a two-course sequence preparing students for peer counseling positions on and off campus. Students learn counseling, advising, and referral skills and become familiar with campus and community programs and services. Includes one extended session (10 hours) to enhance personal awareness and interpersonal skills. Prerequisite: Interview and permission of instructor.

HD 166
Peer Counseling II • 5 CR

Continues HD 165, providing higher-level skills, more comprehensive information, and specific training. Requires a 3-5 hour per week internship placement in addition to regular class time. Includes one extended session (10 hours) for personal growth and awareness. Prerequisite: HD 165 and permission of instructor.

HD 173
Career Exploration • V1-5 CR

Presents concepts and skills relating to career planning. Topics include self-assessment (interests, personality, and skills inventory), values, and learning styles; relating careers to educational and training options; researching jobs and careers; and decision-making. Format includes career-testing, use of the job library and computerized resources, group activities, guest speakers, and practice interviews.

HD 185
Managing Career Change • V1-7 CR

Assists workforce training students in making career transitions. Module topics are career exploration, job search, education/training orientation, and study skills. Prerequisite: Permission of instructor.

HD 190
Staying on Track • V1-5 CR

Helps students of color and students from nontraditional backgrounds succeed in college. Students develop skills needed to reach their educational objectives and to enhance their personal and cultural identity. Prerequisite: Permission of instructor.

HD 194/195/196/197
Special Topics in Human Development • V1-10 CR

Covers supplementary, self-supporting, or televised courses. Topics are announced in the class schedule.

HD 199
Individual Studies in Human Development • V1-5 CR

Covers directed readings, special projects, and independent study by an individual student. May be repeated for a maximum of 15 credits. Prerequisite: Permission of instructor.

BCC programs and curricula are subject to change. For the most up-to-date information about course content and degree or certificate requirements, go to ***www.bcc.ctc.edu***

Humanities

ARTS & HUMANITIES DIVISION

HUMAN 205
Life & Culture for Study Abroad • V1-5 CR

Designed to enhance students' knowledge, understanding, and appreciation of people, culture, and life in other parts of the world, as part of an on-site travel study or travel learning program. Examines the identified subject as a total cultural product that may include history, geography, language, literature, music, art, architecture, religion, politics, etc. Introduces unique cultural aspects within a broad world context and in contrast to American culture and prepares students for a living and learning experience in that culture. Students learning activities may include lecture-discussion-participation, analysis of readings and films, exams, and research projects.

HUMAN 210
Francophone Cultures • 5 CR

Enhances students' knowledge, understanding, and appreciation of francophone cultural groups and their importance in our world. Focus is on French-speaking peoples, and places where the French colonial influence is still present--including an overview of the history, traditions, customs, socio-political conditions, and artistic and literary contributions of francophone cultural groups. Other topics include study of francophone literature and essays in translation, relevant films, participation with guest speakers, and a research project on a specific francophone region, cultural group, or topic of interest.

HUMAN 220
British Life & Culture • 5 CR

Provides a broad background to promote understanding of British culture and civilization. Takes an historical, social, and cultural approach to analyzing contemporary British society and examines traditions and institutions to give insights into contemporary British life. Student learning activities include lecture-discussion-participation, analysis of readings and films, field trips, site visits and walking tours, exams, and individual and group research and reports.

HUMAN 224
Australian Life & Culture • 5 CR

Course enhances student's knowledge, understanding, and appreciation of the culture and cultural groups of Australia. Examines Australia as a total cultural product, including history, geography, literature, music, art, architecture, religion, and politics, and incorporates information about uniquely Australian sub-cultures and the development of a unique Australian civilization within the context of world events. Learning activities include lecture-discussion-participation, analysis of readings and films, exams, and a research project.

HUMAN 228
Modern Tibetan History & Culture • 5 CR

Students learn about Tibet and Tibetans, their way of life and culture before the Chinese invasion and occupation and subsequent journey into exile of H.H. the Dalai Lama and over 100,000 Tibetans into India, Nepal, and Bhutan and later to the west. Students learn about the Tibetan community in exile and the Tibetan's efforts to maintain their identity and culture in exile through an educational system designed to bring up the Tibetan children as Tibetans. Students study the teachings of His Holiness the Dalai Lama to get an understanding of Tibetan culture and world view.

HUMAN 230
Central American Perspectives • V1-5 CR

Provides a broad background to promote understanding of culture and civilization in Central America. Examines traditions and institutions, takes an historical, social, and cultural approach to analyzing contemporary Central American issues, and gives insights into contemporary life. Student learning activities include lecture-discussion-participation, analysis of readings and films, field trips, site visits and walking tours, exams, and individual and group research and reports.

HUMAN 260
Honors Colloquium • 5 CR

Focuses on different ways of thinking and learning through examination of the BCC Honors annual study topic. Various approaches from an economic, sociological, literary, and technological perspective are used to provide an interdisciplinary view. Includes guest speakers from the campus and the larger community. Students produce a research project. Prerequisite: ENGL 201 and a 3.5 cumulative GPA.

Imaging

HEALTH SCIENCE & RELATED PROGRAMS

IMAGE 270
CT Clinical Practicum I • 12 CR

Provides hands-on experience in the clinical setting. Students perform designated tasks associated with CT scanning and procedures under direct and indirect supervision. Completion of this course prepares the student for entry-level work in a CT department.

IMAGE 271
MRI Clinical Practicum II • 12 CR

Provides hands-on experience in the clinical setting. Students perform designated tasks associated with MRI scanning and procedures under direct and indirect supervision. Completion of this course prepares the student for entry-level work in a MRI department.

Independent Studies

HEALTH SCIENCE & RELATED PROGRAMS

IS 295
Independent Studies • V1-5 CR

Allow students to initiate and carry out individualized study projects. The student develops a plan including faculty consultation, learning objectives, progress, and evaluation (credits and grading). The division chair must approve the plan. May be repeated for a maximum of 15 credits. Prerequisite: Permission of instructor.

Individual Development

ARTS & HUMANITIES DIVISION

ID 080
Improving Reading Skills Lab—Level 1 • V1-2 CR

Allow students to work in the Reading Lab to improve reading skills. Students work on individually prescribed programs of study based on assessed skills, under the supervision of the Reading Lab Director. Course is graded "credit/no credit." One hour of credit equals 22 hours of lab work.

ID 270
Tutorial Practicum • 3 CR

Prepares students to work as tutors in a lab setting with a variety of students and topics. Students discuss and practice tutorial methods. Tutors provide assistance to students seeking help and, in doing so, reinforce their own skills in the subject matter. For more information contact the Writing Lab Director or Math Lab Director. Prerequisite: Permission of instructor.

Information Technology

BUSINESS DIVISION

IT 101
Introduction to Information Technology • 5 CR

Presents a general overview of information technology. Topics include how computers work, different types of computers, input and data storage devices, operating systems, data communications, systems analysis and design, and ethics. Not a 'hands-on' course. Prerequisite: Placement by assessment into ENGL 089; and ENGL 092 or 093.

IT 103
Networking Basics • 5 CR

Provides an understanding of the basics of networking to students not majoring in Network Support. Topics include network topologies, LANs and WANs, network media, protocols, and network hardware and software. Course includes practical experience and business case studies. Prerequisite: Placement by assessment into ENGL 089 and ENGL 092 or 093 with a C- or better. BTS 161 or previous computer experience.

IT 131
Programming Business Solutions • 5 CR

Develop integrated solutions to business problems using desktop databases, spreadsheet and other common office software products. Emphasis is on using the software's intrinsic programming language with a focus on database manipulation. Prerequisite: DBA 130 and PROG 110 at BCC with a C- or better. Placement by assessment into ENGL 101; or ENGL 092 or 093 with a C- or better.

IT 185
Philosophical Issues in Technology • 5 CR

Examines the nature and dimensions of technology. Topics include pure vs. applied science; artificial intelligence and biotechnology; technology's impact on concepts of work and progress; and the influence of information technology on our lives. Same as MEDIA 185 and PHIL 185. Only one of the three (IT 185, MEDIA 185, PHIL 185) may be taken for credit.

IT 201
Designing A Secure Network • 5 CR

Provides knowledge and practical experience necessary for the design of a secure network. Topics include security risks, administrative and directory service structures, security of data transmission, and structured methodologies for securing a network. Prerequisite: NSCOM 201, 220, and 221 at BCC with a C- or better.

IT 202
Security in a Heterogeneous Environment • 5 CR

Provides knowledge and practical experience necessary for the design of a secure network in a heterogeneous environment. Topics include individual operating system vulnerabilities, mitigation of vulnerabilities, and securing network services in a heterogeneous environment. Prerequisite: NSCOM 201, 220 and 221 at BCC with a C- or better.

IT 203
Enterprise Security • 5 CR

Provides knowledge and practical experience necessary for security of an enterprise network that has an internet presence. Topics include firewalls, proxies, certificate services, disaster prevention and recovery, viruses, auditing, and intrusion detection. Prerequisite: NSCOM 201, 220, and 221 at BCC with a C- or better.

IT 204
Computer Forensics • 5 CR

Provides knowledge and practical experience necessary for performing information recovery through computer forensics. Topics include hardware and software tools, boot sequence as it relates to forensics, information recovery, evidence preservation, search warrants, and legal aspects. Prerequisite: TECH 217 at BCC with a C- or better.

IT 206
Security Policies & Procedures • 5 CR

Provides knowledge and practical experience necessary for the development and documentation of security policies and procedures. Topics include hardware and software configuration, network infrastructure configuration, physical security, acceptable-use policies, and security plans. Prerequisite: ENGL 101 or 201 or 270 or 271 or 272 with a C- or better; and SPCH 200 or 225.

IT 297
Special Topics in Information Technology • V1-5 CR

Allows specialized or in-depth study of a subject related to information technology. Topics are announced in the class schedule. Students may retake the course for credit as content changes. May be repeated for a maximum of 15 credits.

IT 299
Individual Studies in Information Technology • V1-10 CR

Covers directed readings, special projects, and independent study by an individual student. Prerequisite: Entry code.

Interdisciplinary Studies (IDS)

ARTS & HUMANITIES DIVISION

Interdisciplinary Studies combines the study of several subjects into one integrated course or "learning community," usually for 10 or more credits. Each IDS course features a theme that forms a common thread across disciplines.

The focus of these courses is YOU. Students learn with each other and from each other by discussing readings in small groups (seminars), taking part in group activities, and, in some courses, by taking field trips. These programs emphasize the process of learning as well as course content. The student-centered, discussion-oriented format encourages and supports points of view and creates a social climate that promotes collaborative learning.

Interior Design

ARTS & HUMANITIES DIVISION

INDES 110
Textiles • 5 CR

Provides comprehensive information about selecting and specifying textiles. Topics include natural and synthetic fibers, yarns, fabric structure, fabric finishes, application, and regulations directly related to end-use performance. Class format includes lecture/discussion and lab.

INDES 140
Introduction to Interior Design • 5 CR

Relates design fundamentals to the study and practice of interior design, Topics include color, space, form, light, furniture, windows, floors, and accessories. Open to all interested students. Class format includes illustrated lectures, discussions, and projects.

INDES 150
History of Furniture • 5 CR

Surveys the main characteristics and motifs of Western furniture from antiquity to the 19th century. Students examine how people, social conditions, and technology influenced furniture design in each period. Class format includes illustrated lectures and discussions.

INDES 151
Modern Furniture & Design • 5 CR

Continues INDES 150, covering furniture designers and movements from the Victorian period to the present. Students analyze the furniture of each period in terms of human values, social conditions, technology, and design criteria.

INDES 152
Furniture Design & Construction • 3 CR

Gives practical experience in designing and building furniture. Students combine knowledge of design theory and processes, materials, and drawings with hands-on experience in the shop. Topics include engineering basics, manufacturing processes, joinery, and finishes. Prerequisite: INDES 150, 151, 160, and 190 and ART 108 with a C- or better; or entry code.

INDES 160
Graphic Communication I • 5 CR

Introduces graphic tools, techniques, and conventions used for effective visual communication in design. Students apply theory as they develop skills in architectural drafting, lettering, and basic perspective drawing skills. Prerequisite: ART 110 and 120.

INDES 162
Introduction to Computer-Aided Design • 3 CR

Introduces AutoCAD for designers on the PC. Students learn the role and application of CAD in graphic communication and interior design while creating two-dimensional drawings. Hands-on work in the CAD lab familiarizes students with the hardware and software. Prerequisite: INDES 160.

INDES 165
Visual Presentations • 5 CR

Introduces tools and techniques for illustrative graphic presentation of design ideas and products. Students learn advanced perspective drawing methods and practice simple and rapid illustration techniques in various media including graphite, ink, colored pencils, marker pens, pastels, watercolor, and collage. Other topics include reproduction, transfer, and mounting techniques. Prerequisite: INDES 160 and ART 111.

INDES 170
Interior Design I: Methods • 5 CR

Introduces fundamental concepts and methods for planning, organizing, and arranging spaces in the interior environment. Students examine space in terms of human needs, activities, and priorities and apply design processes to making the best functional and aesthetic use of space. Prerequisite: INDES 140 and 160 and ART 112, all with a C- or better; or entry code.

INDES 175
Design Theory • 5 CR

Explores philosophical approaches to design and various aesthetic and judgmental concerns. Students apply critical thinking and creative problem-solving to the enclosure and systematic organization of space. Prerequisite: INDES 160 and ART 112.

INDES 180
Professional Practices I • 3 CR

Prepares students to work as professional interior designers. Students learn about managing interior design projects; legal and contractual issues; resources and services; and working with showrooms, service personnel, and clients. Prerequisite: INDES 170.

INDES 181
Professional Practices II • 3 CR

Continues INDES 180 in preparing students for work as professional interior designers. Topics include employment opportunities and specializations in the field, and development of job search skills and marketing skills, including resumes, business cards, letterhead, and portfolios. Prerequisite: INDES 180.

INDES 185
Practicum in Interior Design • 3 CR

Provides practical experience in either residential or commercial interior design. Students apply knowledge and skills learned in classes as they work in settings relevant to their future employment plans. Prerequisite: INDES 170 or permission of instructor.

INDES 190
Materials & Construction • 3 CR

Introduces the physical components of building construction. Topics include industry-wide classification systems, standards and resources, basic physical properties of building materials, typical building construction systems, interior finishing systems, millwork and cabinetry, equipment, and mechanical and electrical systems. Prerequisite: INDES 140 and 160, or concurrent enrollment in INDES 160.

INDES 191
Principles of Lighting • 5 CR

Introduces lighting design for interior environments. Students explore human visual perception, properties of natural and artificial light, lighting devices and controls, energy issues, and visual communication of lighting designs. Includes application to specific design problems. Prerequisite: INDES 160 and 190.

INDES 194/195/196/197
Special Topics in Interior Design • V1-5 CR

Allows specialized or in-depth study of a subject supplementing the interior design curriculum. Student interest and instructor expertise help determine the topic, to be announced in the class schedule. May be repeated for a maximum of 10 credits. Prerequisite: Permission of program chair or instructor.

INDES 260
Graphic Communication II • 5 CR

Introduces professional applications for graphic communication skills, specifically the technical drawings used in construction. Students develop a set of construction drawings and specifications for a project of their own design. Prerequisite: INDES 160, 170, and 190; or permission of instructor.

INDES 270
Interior Design II • 5 CR

Focuses on the problem-solving discipline of the design process and its application to residential design. Students develop concepts to achieve design goals and apply theoretical knowledge and technical skills to their design solutions as they work on a variety of professionally relevant interior design projects. Studio format. Prerequisite: INDES 165, 170, and 260, all with a C- or better; or entry code.

INDES 271
Interior Design III • 5 CR

Focuses on the problem-solving discipline of the design process and its application to public spaces. Students develop concepts to achieve design goals and apply theoretical knowledge and technical skills to their design solutions as they work on a variety of professionally relevant interior design projects. Studio format. Prerequisite: INDES 270 with a C- or better; or entry code.

INDES 272
Interior Design IV • 5 CR

Focuses on the problem-solving discipline of the design process and its application to corporate design. Students develop concepts to achieve design goals and apply theoretical knowledge and technical skills to their design solutions as they work on a variety of professionally relevant interior design projects. Studio format. Prerequisite: INDES 271 with a C- or better; or entry code.

INDES 285
Practicum in Interior Design • 3 CR

Offers additional work-study experience relevant to a student's future employment plans in interior design. Prerequisite: INDES 150, 160, and 170.

INDES 294/295/296/297
Special Topics in Interior Design • V1-5 CR

Allows specialized or in-depth study of a subject supplementing the interior design curriculum. Student interest and instructor expertise help determine the topic, to be announced in the class schedule. May be repeated for a maximum of 10 credits. Prerequisite: Permission of program chair or instructor.

INDES 299
Individual Studies in Interior Design • V1-5 CR

Allows in-depth study or approved work experience in the field of interior design. May be repeated for a maximum of 10 credits. Prerequisite: Interior Design major and permission of instructor.

International Studies

SOCIAL SCIENCE DIVISION

INTST 105
Geography of World Affairs • 5 CR

Offers a geographical perspective on contemporary world problems. Students investigate economic, demographic, social, political, cultural, and environmental issues, with emphasis on interrelationships, patterns, processes, and potential solutions. Same as GEOG 105. Either INTST 105 or GEOG 105 may be taken for credit, not both.

INTST 150
International Business • 5 CR

Surveys international business and trade. Students focus on the inter-relationships among technology, culture, law, and economics in the contemporary world.

INTST 194/195/196/197
Special Topics in International Studies • V1-10 CR

Covers supplementary or unusual classes related to the field. Topics are announced in the class schedule.

INTST 198
Seminar in International Studies • V1-10 CR

Includes seminars, workshops, etc., for which college credit is offered.

INTST 199
Individual Studies in International Studies • V1-10 CR

Covers directed readings, special projects, and independent study by an individual student. Course may be repeated for a maximum of 15 credits. Prerequisite: Permission of instructor.

INTST 200
States & Capitalism: Origin of Modern Global Systems • 5 CR

Explores the origins, development, and impact of the modern state from the 10th to mid-20th century. Students analyze the political consequences of change under capitalist, socialist, or mixed economies.

INTST 201
Introduction to International Political Economy • 5 CR

Examines international economics in the post-World War II era. Students investigate the post-war economic and political orders, including the crisis of the 1970's-1980's and north/south and east/west relations.

INTST 202
Cultural Encounters & Tensions • 5 CR

Deals with the contemporary world from a cultural standpoint. Students examine problems of intercultural relations with particular emphasis on divergent "world views."

INTST 203
Comparative Religion • 5 CR

Introduces the world's major religions. Students examine Judaism, Christianity, Islam, Hinduism, and Buddhism in historical and cultural context. Ethnographic examples show the relationships between these major traditions and folk beliefs and practices. Same as ANTH 203. Either INTST 203 or ANTH 203 may be taken for credit, not both.

INTST 204
Global History • 5 CR

Surveys comparative global history, focusing on the relationships between cultures. Students investigate global developments in religion, law, and technology as well as the rise and fall of empires and cultures. Same as HIST 120. Either INTST 204 or HIST 120 may be taken for credit, not both. May be used as a social science or humanities credit, not both, at BCC.

INTST 261
The Middle East in the Islamic Era • 5 CR

Examines the political, social, and cultural history of the Middle East since the 7th century. Topics include the development of Islam, the rise and decline of Islamic empires, and the impact of modernization, the Arab-Israeli confrontation, and Islamic fundamentalism. Same as HIST 261. Either INTST 261 or HIST 261 may be taken for credit, not both. May be used as a social science or humanities credit, not both, at BCC. Recommended: HIST 102 or 103.

INTST 280
History of Africa • 5 CR

Examines the history of the continent from the origins of the human species to the present. Topics include the rise and fall of ancient kingdoms and civilizations; the impact of the wider world from Greek and Roman times to the 20th century; and Africa's role in international affairs. Same as HIST 280. Either INTST 280 or HIST 280 may be taken for credit, not both. May be used as a social science or humanities credit, not both, at BCC.

INTST 294/295/296/297
Special Topics in International Studies • V1-10 CR

Covers supplementary or unusual classes related to the field. Topics are announced in the class schedule.

INTST 298
Seminar in International Studies • V1-10 CR

Includes seminars, workshops, etc., for which college credit is offered.

INTST 299
Individual Studies in International Studies • V1-10 CR

Covers directed readings, special projects, and independent study by an individual student. May be repeated for a maximum of 15 credits. Prerequisite: Permission of instructor.

Internet Application Development

BUSINESS DIVISION

Combining elements of Programming and Graphic Design, the Internet Application Development Program instructs students on how to create both the mechanics and the visual interface of Internet-based applications. Current technologies covered are HTML, JavaScript, CSS, JSP, Java, C#, ASP, and SQL.

IDEV 108
Internet Development for IT Majors • 5 CR

Course is designed for students who have completed an introduction to programming course based on C++. Students learn the basics of programming for the Internet, using HTML and JavaScript, and the basics of web servers. Emphasis is on the differences between the C++ or the JavaScript languages. Prerequisite: PROG 250 at BCC with a C- or better or entry code.

IDEV 111
Web Development Foundations • 5 CR

Introduces students to the fundamentals of databases, programming and networks and their applications to web development. Emphasis is placed on good design practices and effective troubleshooting techniques. Students create and troubleshoot simple databases and programs, and install and troubleshoot simple web server systems. Prerequisite: MEDIA 109 at BCC with a C- or better; or entry code.

IDEV 211
Client-Side Scripting • 5 CR

Students apply the tools and techniques of client-side scripting or create web interactivity. Emphasis is placed on effective design and programming practices and the use of current scripting tools and standards. Students develop dynamic pages and interactive web pages for specific applications. Prerequisite: IDEV 111 with a C- or better; or entry code.

IDEV 212
Server-Side Scripting • 5 CR

Students will apply the tools and techniques of server-side scripting to create server interactivity. Students learn and practice creating and maintaining links between databases and Web pages; and creating dynamic pages and active server pages for specific applications.

IDEV 220
Java Programming I • 5 CR

Provides a foundation in Java basics and prepares students to learn more advanced aspects of the Java language. Students install and use Java platform, explore stand-alone applications and web-hosted applets, learn about Java's object-oriented building blocks, and work with Java's operators and control flow statements. Prerequisite: IDEV 111 at BCC with a C- or better; or entry code. Placement by assessment into college algebra, or MATH 099 with a C- or better.

IDEV 221
Java Programming II • 5 CR

Introduces more advanced aspects of the Java language. Students learn advanced object-oriented programming skills, the basics of Java graphics, multithreading, exception handling, file input and output (I/O), servelts, and networking basics. Prerequisite: IDEV 220 at BCC with a C- or better; or entry code.

IDEV 222
Java Programming III • 5 CR

Hands-on course using Java to build distributed computing web applications to solve real problems. Students develop professional, real-life Java web applications knowledge and skills. Covers advanced features of the Java foundation classes, distributed programming using the Remote Method Invocation API set, database connectivity, and the Java Native Interface for interfacing Java programs with applications written using some other language such a C, as well as Java security. Prerequisite: IDEV 220 at BCC with a C- or better; or entry code.

IDEV 226
Secure Programming Tools • 5 CR

Students learn the basic issues of security on the Internet and in the mobile environment, and learn how to minimize security risks through secure programming practices and the use of security programming tools. Emphasis is placed on the security capabilities and tools of state-of-the-art internet and mobile programming languages. Prerequisite: IDEV 220 and 221 or IDEV 230 and 231 at BCC with a C- or better.

IDEV 230
C# Programming I • 5 CR

Course provides a foundation in C# basics and the Microsoft.NET platform. Students learn the basics of defining and working with classes, writing, compiling, and troubleshooting simple code in the C# language. Prerequisite: IDEV 111 and WEBMM 110 at BCC with a C- or better; or entry code.

IDEV 231
C# Programming II • 5 CR

Course teaches students more advanced aspects of the C# language. Students learn more advanced object-oriented programming skills with C#, including error handling, operator overload, event handling, multithreaded programming, querying metadata, and working with assemblies. Prerequisite: IDEV 230 at BCC with a C- or better.

IDEV 232
C# Programming III • 5 CR

Hands-on course using C# to build distributed computing web applications to solve real problems. Students develop professional, real-life C# web applications knowledge and skills. Course covers more advanced features of the C# and Microsoft.NET framework, including web services and data access using ADO.NET. Prerequisite: IDEV 231 at BCC with a C- or better.

IDEV 240
Server Systems • 5 CR

Introduces a foundation in server systems architecture, installation, configuration, and troubleshooting. System monitoring and maintenance, system security are covered from a principle and practical perspective, giving students basic knowledge of system administration and capabilities. Prerequisite: WEBMM 231 and IDEV 222 at BCC with a C- or better; or entry code.

Interpretation

CONTINUING EDUCATION

The Interpretation and Translation programs are a cooperative effort between Bellevue Community College and the Translation and Interpretation Institute. The T&I program is intended for bilingual students. Non-credit courses are also available. For more information call (425) 564-3171.

INTRP 101
Introduction to Translation & Interpreting • 3 CR

An introduction to translating and interpreting as a career, and for those who work with translators and interpreters. Overview of the field and skills necessary for the profession. Covers general problems involved in translating and interpreting. Prerequisite: Acceptance into program; bilingual proficiency.

INTRP 102
Fundamentals of Interpreting • 3 CR

Learn the building blocks of interpreting, including analyzing, summarizing and paraphrasing, listening comprehension, shadowing, closure, and note taking. Prerequisite: Acceptance into program; bilingual proficiency.

INTRP 104
Technology for Translators & Interpreters • 3 CR

An introduction to the equipment and electronic tools currently used by professional translators and interpreters. Learn the limitations and advantages of MAHT (machine-assisted human translation) and HAMT (human-assisted machine translation). Prerequisite: Acceptance into program; bilingual proficiency.

INTRP 105
Vocabulary Acquisition & Terminology Research • 3 CR

Students develop skills in terminology research, dictionary usage, and glossary building. Basic terminology in the fields of medicine, law, computers, business, and international trade are covered. Prerequisite: Acceptance into program; bilingual proficiency.

INTRP 106
Ethics & Business Practice of Translation & Interpretation • 3 CR

Learn the role of the interpreter and translator in the business conference, medical, and courtroom setting. Familiarize the student with current business practices, i.e., determining fees and negotiating contracts. Prerequisite: Acceptance into program; bilingual proficiency.

INTRP 107
Advanced Interpreting Skills I • 3 CR

Provide students with repeated opportunities for practical experience in the interpreting modes necessary for working in different settings. Prerequisite: Acceptance into program; bilingual proficiency.

INTRP 108
Advanced Interpreting Skills II • 3 CR

Provide students with repeated opportunities for practical experience in the interpreting modes necessary for working in different settings. Simultaneous, consecutive, and sight translation are practiced in different settings. Prerequisite: Acceptance into program; bilingual proficiency.

INTRP 111
Interpretation Practicum • 1 CR

Supervised, 25-hour interpreter practicum or mentorship with an agency, experienced freelancer, corporation or at the student's work place, associated with a five-hour professional seminar for participating students. Prerequisite: Acceptance into program; bilingual proficiency.

Marketing Management

BUSINESS DIVISION

MKTG 110
Client/Customer Relations • 5 CR

Develops oral and written skills focusing on efficient delivery of quality service to customers. Topics include troubleshooting, complaints, ethics, and company service policies and programs.

MKTG 131
Principles of Professional Selling • 3 CR

Examines the principles and techniques of professional selling as a form of persuasive communication basic to business relationships. Students analyze case studies to apply theories to real-world situations.

MKTG 135
Principles of Retailing • 5 CR

Examines the fundamental principles and practices of retail merchandising. Students discuss types, location, layout, organization, profit planning, and operating costs of retail outlets.

MKTG 154
Principles of Marketing • 5 CR

Studies the business activities of marketing: planning, pricing, promoting, and distributing goods and services. Students examine the role of marketing in the economy and the processes used to make business decisions.

MKTG 199
Individual Studies in Marketing • V1-10 CR

Covers directed readings, special projects, or independent study. Or, allows the student to earn credit for current on-the-job experience. Prerequisite: Permission of instructor.

MKTG 200
International Marketing • 5 CR

Examines marketing concepts and strategies as applied to global markets. Topics include mode of entry, micro and macro forces, barriers and restrictions, and cultural dynamics.

MKTG 210
Business Research • 5 CR

Presents the structure and use of marketing research in managerial decision-making. Students discuss research objectives and techniques; data analysis and interpretation; and reporting methods. Prerequisite: BTS 161.

MKTG 225
Customer Relations Management • 5 CR

Course designed for students who have familiarity with Internet concepts, basic website implementation, and general understanding of e-commerce. Focuses on the goals of CRM including customer profiling, buyer motivation, purchasing roles, e-service concepts, customer communications, call center operations, customer databases, knowledge base applications, and secure financial transaction technologies. Emphasizes the importance of trust and privacy in e-commerce transactions, including principles for creating privacy policy and methods to enable customers to control the use of their personal data.

MKTG 234
Advertising • 5 CR

Examines advertising's role in society and its relationship to communications and marketing activities. Topics include media terminology, planning and selection, copy writing, and art direction.

MKTG 236
Merchandise Management • 5 CR

Presents the concepts and functions of buying merchandise for sale. Topics include customer demand, budgeting, buying plans, market trips, and selection of merchandise. Recommended: MKTG 135 and G BUS 145.

MKTG 290
Marketing Activities in DECA • V1-5 CR

Develops occupational skills through activities affiliated with National DECA. Students participate in community service projects and gain leadership, communication, and human relations experience. Chapter officers help lead the class.

MKTG 294/295/296/297
Special Topics in Marketing • V1-10 CR

Allows specialized or in-depth study of a subject related to marketing.

MKTG 299
Individual Studies in Marketing • V1-10 CR

Covers directed readings, special projects, and independent study by an individual student. Prerequisite: Permission of instructor.

Mathematics

SCIENCE DIVISION

MATH 070
Basic Math for the Math Avoiders • 5 CR

Builds confidence and skills in arithmetic and pre-algebra. Students discuss symptoms of math anxiety and avoidance, as well as suggestions for overcoming them. Topics include operations with whole numbers, fractions, decimals and percentages, and elements of geometry and pre-algebra. Course is graded "pass/fail."

MATH 075
Improving Basic Math Skills • 5 CR

Provides an opportunity to improve math skills through an individualized program. Topics may include arithmetic, pre-algebra, and/or beginning algebra. Format includes individual and group study. Instructor provides guidance, assistance, and testing. May be repeated for a maximum of 10 credits. Not intended as a substitute for MATH 098 or 099.

MATH 080
Elementary Algebra I • 5 CR

First in a two-quarter sequence of basic algebra using a lecture/workshop format. Topics include lines and graphs, systems of equations, linear equations, and applications. Format includes self/group study and individual assistance. Intended for students with little or no algebra. Students must complete both MATH 080 and 085 to have the equivalent of MATH 097. Prerequisite: Basic arithmetic skills.

MATH 085
Elementary Algebra II • 5 CR

Second in a two-quarter sequence of basic algebra using a lecture/workshop format. Topics include exponents, polynomials, quadratic equations, rational expressions, and radicals. Students must complete both MATH 080 (or equivalent) and MATH 085 to have the equivalent of MATH 097. Prerequisite: MATH 080 or permission of instructor.

MATH 093
Algebra Review • V1-5 CR

Allows students to review some portion of MATH 097, 098, and 099 algebra courses. Students meet with the instructor to develop specific objectives. The course is taught using interactive software. Prerequisite: Permission of instructor.

MATH 094
Special Topics in Developmental Mathematics • V3-5 CR

Covers supplementary or unusual classes related to the field. Topics are announced in the class schedule.

MATH 097
Introductory Algebra I • 5 CR

Introduces basic algebra skills for students with little or no background. Topics include signed numbers and perimeter, area, and volume of basic geometric figures. Introduces algebraic expressions, linear equations, integer exponents, polynomial arithmetic, factoring, radicals, and graphing, as well as applications and model building. Prerequisite: Basic arithmetic skills.

MATH 098
Introductory Algebra II • 5 CR

Reviews and expands MATH 097 topics for students with some algebra background. Topics include equations of lines; quadratic equations and parabolas; rational exponents; elementary exponential equations, and elementary rational expressions and equations. Students practice model building and analysis of graphical and numerical data. Prerequisite: Placement by assessment; or MATH 097 or MATH 085 with a C- or better.

MATH 099
Intermediate Algebra • 5 CR

Expands algebra skills through an axiomatic approach. Students work with mathematical systems, solution of equations, inequalities, functions, exponents and logarithms, and coordinate systems. This course is similar to second-year high-school algebra. Prerequisite: Placement by assessment; or MATH 098 with a C- or better.

MATH 105
Precalculus I • 5 CR

Emphasizes graphs and polynomial functions. Other topics include the theory of equations and rational, exponential, inverse, and logarithmic functions. Either MATH 105 or MATH 156 may be taken for credit, not both. Fulfills the quantitative or symbolic reasoning course requirement at BCC. Prerequisite: Placement by assessment; or MATH 099 with a B- or better.

MATH 107
Mathematical Models & Applications • 5 CR

Applies mathematics to contemporary issues. Topics include networks, scheduling, data analysis; and may also include voting methods; linear programming, game theory, growth and decay, or fair division problems. Designed for liberal arts students; format includes cultural/historical readings. Fulfills the quantitative or symbolic reasoning course requirement at BCC. Prerequisite: Placement by assessment; or MATH 099 with a B- or better.

MATH 120
Precalculus II • 5 CR

Prepares students for the MATH 124/125/126 calculus sequence. Students work intensively with functional trigonometry; polar coordinates; translation and rotation of axes; plane analytic geometry; lines and planes in space; quadric surfaces and non-linear systems. Fulfills the quantitative or symbolic reasoning course requirement at BCC. Prerequisite: Placement by assessment; or MATH 105 with a B- or better.

MATH 124
Calculus I • 5 CR

Introduces the concepts of limits, derivatives, and integrals. Topics include techniques and applications of derivatives of algebraic and transcendental functions. Students begin working with antiderivatives. Either MATH 124 or MATH 157 may be taken for credit, not both. Fulfills the quantitative or symbolic reasoning course requirement at BCC. Prerequisite: Placement by assessment; or MATH 120 with a C- or better; or Advanced Placement score of 2 or higher on the AB or BC exam.

MATH 125
Calculus II • 5 CR

Continues the study of integration, emphasizing applications and special techniques. Students work with algebraic and transcendental functions. Fulfills the quantitative or symbolic reasoning course requirement at BCC. Prerequisite: MATH 124.

MATH 126
Calculus III • 5 CR

Emphasizes the study of infinite sequences and series including power series. Topics include plane analytic geometry, graphing in polar coordinates, and an introduction to vectors. Fulfills the quantitative or symbolic reasoning course requirement at BCC. Prerequisite: MATH 125.

MATH 130
Finite Math for Information Technology • 5 CR

Presents probability, statistics, and other mathematical concepts relating to computer applications. Fulfills the quantitative or symbolic reasoning course requirement at BCC. Prerequisite: Placement by assessment; or MATH 099 with a B- or better.

MATH 156
College Algebra for Business & Social Science • 5 CR

Examines graphs; non-trigonometric elementary functions; systems of equations and inequalities; and probability, emphasizing uses in business and social science. Credit cannot be obtained for both MATH 156 and 105. MATH 156 is required before taking MATH 157. Fulfills the quantitative or symbolic reasoning course requirement at BCC. Prerequisite: Placement by assessment; or MATH 099 with a B- or better.

MATH 157
Elements of Calculus • 5 CR

Surveys differential and integral calculus, emphasizing uses in business and social science. Intended for students who wish only a brief course in calculus. Either MATH 124 or MATH 157 may be taken for credit, not both. Fulfills the quantitative or symbolic reasoning course requirement at BCC. Prerequisite: MATH 156 or permission of instructor.

MATH 171
Introduction to Statistical Analysis • 5 CR

Explores the application of statistical data and methods to business and economics. Students work with descriptive measures, statistical inference (probability, sampling, quality control), and forecasting (correlation). Prerequisite: MATH 156 or equivalent; or permission of instructor.

MATH 194/195/196/197
Special Topics in Mathematics • V3-5 CR

Covers supplementary or unusual classes related to the field. Topics are announced in the class schedule.

MATH 199
Individual Studies in Mathematics • V1-5 CR

Allows directed readings or independent problem solving projects as arranged with an instructor. Primarily intended for students who have completed MATH 126, 208, and/or 238. May be repeated for a maximum of 15 credits. Prerequisite: Permission of instructor.

MATH 208
Introduction to Linear Algebra • 5 CR

Introduces the vocabulary, algebra, and geometry of vector spaces in "R" and function spaces. Students use matrix methods and vectors to explore systems of linear equations and transformations. Also presents elementary theory of eigenvalues. Fulfills the quantitative or symbolic reasoning course requirement at BCC. Prerequisite: MATH 126 or permission of instructor.

MATH 227
Several-Variable Calculus • 5 CR

Extends the concepts of calculus to vector-valued functions and functions of several variables. Partial derivatives are included. Fulfills the quantitative or symbolic reasoning course requirement at BCC. Prerequisite: MATH 125.

MATH 238
Differential Equations • 5 CR

Uses tools from algebra and calculus in solving first- and second-order linear differential equations. Students focus on applying differential equations in modeling physical situations, and using power series methods and numerical techniques when explicit solutions are unavailable. May include work with Laplace Transforms and systems of differential equations. Fulfills the quantitative or symbolic reasoning course requirement at BCC. Prerequisite: MATH 126 or permission of instructor.

MATH 299
Individual Studies in Mathematics • V1-5 CR

Allows directed readings or independent problem solving projects as arranged with an instructor. Primarily intended for students who have completed MATH 126, 208, and/or 238. May be repeated for a maximum of 15 credits. Prerequisite: Permission of instructor.

Media Theory

BUSINESS DIVISION

Media Theory classes prepare students to utilize a variety of skills (historical knowledge, writing, design production elements) with a number of media techniques (persuasion, ethical and legal considerations) in order to be able to both analyze and create powerful medial presentations involving film, video, and digital technology. Exit core classes give students the skills needed to function within the professional working environment.

MEDIA 101
Exploring the Digital Future • 5 CR

Surveys the history and future of global communication technologies. Students discuss the effects of the computer revolution and digital communication on society and explore career opportunities in digital communication fields. Same as COMM 101. Either MEDIA 101 or COMM 101 may be taken for credit, not both.

MEDIA 102
Techniques & Technology of Persuasion • 5 CR

Examines tools and processes for targeting information to specific audiences for specific purposes. Students analyze how film, video, and multimedia can be used to influence opinions, generate sales, etc. Students test persuasion techniques with simple media presentations. Same as COMM 102. Either MEDIA 102 or COMM 102 may be taken for credit, not both.

MEDIA 103
Media & Messages • 5 CR

Gives insight into media aesthetics through the study of production techniques. Students develop interpretive skills by analyzing lighting, editing, color, sound, and interactivity. Class format includes lectures, media clips, and guest speakers. Same as COMM 103. Either MEDIA 103 or COMM 103 may be taken for credit, not both.

MEDIA 104
Multicultural Media Images • 5 CR

Analyzes electronic and digital media images from students' personal and multicultural perspectives. Students practice critical viewing skills and review the history of global media networks and their effect on multicultural society. Same as COMM 104. Either MEDIA 104 or COMM 104 may be taken for credit, not both.

MEDIA 105
Digital Design & Storytelling • 5 CR

Explores design, storytelling, and information architecture. Students focus on conceptual, visual analysis as well as practical techniques for presenting ideas effectively. Topics include major 20th-century graphic styles; typography; symbols and themes; narrative structures; storyboards; interface design; and navigation techniques.

MEDIA 106
Writing for the World Wide Web • 5 CR

Introduces the cognitive and creative tools needed to create text for the World Wide Web. Students practice new styles of writing for nonlinear media. Same as COMM 106. Either MEDIA 106 or COMM 106 may be taken for credit, not both. Prerequisite: MEDIA 216 or related subject.

MEDIA 108
Media/Digital Law & Ethics • 5 CR

Explores the legal and ethical issues raised by modern communication technologies. Specific topics include copyright, free speech, pornography, and universal internet access. Students analyze how the U.S. justice system responds to emerging technologies. Class format incorporates lectures, discussions, case studies, and media clips. Same as COMM 108. Either MEDIA 108 or COMM 108 may be taken for credit, not both.

MEDIA 109
Computer Essentials for Digital Media • 5 CR

Develops computer skills for students who have minimal experience or who have used office-type applications only. Topics include Macintosh and PC platforms; operating systems, peripherals, and software for media; and basic internet and HTML skills. Competency-based.

MEDIA 113
Design For Screen Media • 5 CR

Explores 2-D design principles from the perspective of the computer or television screen. Covers fundamental elements of interface for web pages, video and animation, including composition, balance, color typography and layout. Prerequisites: MEDIA 105 and ANIM 121 at BCC with a C- or better; or entry code.

MEDIA 114
Digital Law & Contracts • 5 CR

Students learn the procedures for protecting and obtaining intellectual property rights, how to use the protected works of others, and the basics of contracting, including the use of licenses and agreements in a business setting. Course covers other legal issues in starting a business over the internet.

MEDIA 117
Design Usability • 5 CR

Students learn basic principles of usability as it applies to web design, the practical knowledge and skills to design for usability, and to conduct usability testing. Emphasis is placed on strategies to work with the user to define usability needs and constraints, and to develop appropriate testing scenarios. Prerequisite: Media 105 at BCC with a C- or better.

MEDIA 119
History of Animation • 5 CR

Provides an overview and study of the history of animation, from the early magic lantern shows of the late nineteenth century to current and emerging digital animation technologies. The history of early film animation is compared and contrasted with the history of animation for the web, showing how the two types of animation often parallel each other in style and development. Course includes a series of lectures, discussions, and a variety of film and video clips of both classic and digital animation. Same as MEDIA 119. Either COMM 119 or MEDIA 119 may be taken for credit, not both.

MEDIA 150
Cooperative Work Experience in Media • V1-5 CR

Provides students with on-the-job training in media-related skills. Students gain work-study experience with an off-campus employer. Does not substitute for the MEDIA 250 Practicum Internship. Prerequisite: Previous media enrollment and permission of program chair.

MEDIA 153
Digital Recording Production • 5 CR

Covers recording and editing skills in digital media. Students learn digital recording, computer-based mix down, digital I/O, utilizing digital effects, and sampling in a 24-channel ADAT and direct-to-disk recording studio. Same as MUSIC 153. Either MEDIA 153 or MUSIC 153 may be taken for credit, not both. Prerequisite: VIDEO 122.

MEDIA 185
Philosophical Issues in Technology • 5 CR

Examines the nature and dimensions of technology. Topics include pure vs. applied science; artificial intelligence and biotechnology; technology's impact on concepts of work and progress; and the influence of information technology on our lives. Same as PHIL 185 and IT 185. Only one of the three (IT 185, MEDIA 185, PHIL 185) may be taken for credit.

MEDIA 194/195/196/197
Special Topics in Media Communications & Tech • V1-10 CR

Covers supplementary or self-supporting courses offered for college credit. Topics are announced in the class schedule. Prerequisite: Previous media enrollment and permission of program chair.

MEDIA 198
Seminar in Media Communication & Technology • V1-5 CR

Includes seminars, workshops, etc., offered for college credit. Topics are announced in the class schedule. Prerequisite: Previous media enrollment and permission of program chair.

MEDIA 199
Special Projects in Media • V1-10 CR

Covers directed readings, special projects, and independent study by an individual student. Requires project proposal and student contract for completion. May be repeated for a maximum of 15 credits. Prerequisite: Previous media enrollment and permission of program chair.

BCC programs and curricula are subject to change. For the most up-to-date information about course content and degree or certificate requirements, go to ***www.bcc.ctc.edu***

MEDIA 216
Scripting for Film, Video, & Multimedia • 5 CR

Course teaches the mechanics and format used for both film and television as well as the writer's job in pre-production and production. In addition, students will be introduced to non-linear writing for new interactive multimedia technologies. Prerequisite: COMM 141 or ENGL 101, 201, 270, 271, or 272 at BCC (or equivalent English course at another college) with a C- or better; or entry code. Same as COMM 216. Either MEDIA 216 or COMM 216 may be taken for credit, not both.

MEDIA 245
Production Practice • 3 CR

Provides practical work experience under the supervision of a professional on-campus producer. Students create video and multimedia productions for BCC faculty and functions (e.g., Channel 28 television) or off-campus clients, as well as materials for their personal portfolios. May be repeated for a maximum of 15 credits. Prerequisite: Permission of instructor.

MEDIA 248
Portfolio & Employment • 3 CR

Allows students to explore their goals and directions and to develop resumes and portfolios. Students design, develop, and present professional media portfolios and learn job-search skills and strategies for employment in video and computer media fields. Class is graded "credit/non credit." Prerequisite: Permission of instructor.

MEDIA 250
Internship in Media • 5 CR

Provides practical experience in media production and management of resources. Students either complete a 165-hour internship in a professional media-related organization, or spend equivalent time creating a professional-quality media product to be evaluated by an off-campus professional producer. Class is graded "credit/non-credit." Prerequisite: Permission of program chair.

MEDIA 270
Economics of Emerging Technology • 5 CR

Investigates the causes and effects of technological innovation in a modern economy. Students examine the information technology industries, particularly the roles of government and the private sector. Topics may include economic globalization;

effects on labor markets; ownership of information; and antitrust laws as applied to new industries. Same as ECON 270. Either MEDIA 270 or ECON 270 may be taken for credit, not both. Recommended: ECON 201.

MEDIA 294/295/296/297
Special Topics in Media Communications & Tech • V1-10 CR

Covers supplementary or self-supporting courses offered for college credit. Topics are announced in the class schedule. Prerequisite: Previous media enrollment and permission of program chair.

MEDIA 298
Seminar in Media Communication & Technology • V1-5 CR

Includes seminars, workshops, etc., offered for college credit. Topics are announced in the class schedule. Prerequisite: Previous media enrollment and permission of program chair.

MEDIA 299
Special Projects in Media • V1-10 CR

Covers directed reading, special projects, and independent study by an individual student. May be repeated for a maximum of 15 credits. Prerequisite: previous media enrollment and permission of program chair.

Meteorology

SCIENCE DIVISION

METR 101
Introduction to the Weather • 5 CR

Introduces the study of the weather, including atmospheric properties and processes that control temperature, wind, precipitation, and storm systems. Students also discuss weather forecasting, air pollution, and climate change. Format may include field trips and guest lectures.

METR 211
Global Climate Change • 5 CR

Provides an overview of the earth's climate system, and discusses how dynamic changes in the climate have occurred in the past and are occurring now. Specific topics include global warming, ozone depletion, El Niño/La Niña, and the impacts of climate change on human society and the biosphere.

Mobile Computing

BUSINESS DIVISION

The objective of the Mobile Computing program is to prepare students to develop content and applications for the mobile environment. Students will learn the capabilities and constraints of mobile technologies and the trends in mobile business and user applications. They will develop content for the mobile environment, script existing web pages for mobile applications, develop voice-driven applications, and develop business applications based on localization of users.

MOBL 105
Introduction to Mobile Technologies • 5 CR

Course introduces students to the basic terminology, principles, and technology of mobile networks, devices, and applications. Topics include industry and technology profile and trends, mobile application infrastructure, and mobile devices and software applications. Students are introduced to mobile application development platforms and programming languages. Prerequisite: MEDIA 109 at BCC with a C- or better.

MOBL 210
Wireless Web Development • 5 CR

Students learn the basics of scripting and programming for the wireless application environment. Course gives students a brief background and history of wireless applications and techniques. Students learn to develop basic applications in wireless languages through hands-on and project-based activities. Prerequisite: WEBMM 110 and IDEV 111 at BCC with a C- or better.

MOBL 220
Database Design for Internet Applications • 5 CR

Students learn to plan, implement, and query relational databases in both a scripted and GUI-based environment. Special emphasis is placed on the design process including planning, diagramming, data types, and constraints. Of special interest is the role of the databases and XML in internet-based applications. Prerequisite: IDEV 111 at BCC with a C- or better.

MOBL 235
Mobile Application Design • 5 CR

Course covers issues relating to the design of mobile applications in an n-tiered architecture. Topics include client server programming, thin and thick clients, and application state. Students use an Integrated Development Environment and Mobile API classes in the development, testing, and deployment of mobile applications. Prerequisite: IDEV 212, IDEV 230, and MOBL 220 at BCC with a C- or better.

Music

ARTS & HUMANITIES DIVISION

Music majors may earn an A.A.S. Transfer degree with a concentration in music. In addition to the listed A.A.S. requirements, music majors must complete six quarters of music theory, private instruction, and performing groups as a minimum. See the program chair for details.

The suggested minimum program for music majors and minors is:

FIRST YEAR:

MUSIC 110, 111, 112 (First-Year Theory I, II, and III), MUSIC 140 (First-Year Private Instruction I), and participation in at least one performing group each quarter.

SECOND YEAR:

MUSIC 210, 211, 212 (Second-Year Theory I, II, and III), MUSIC 240 (Second-Year Private Instruction I), and participation in at least one performing group each quarter.

An asterisk (*) indicates a performance class. Use of performance classes in the distribution area of the Arts & Science transfer degree is limited to 5 credits.

MUSIC 100*
College Choir • 3 CR

Offers performance opportunities to all interested students; promotes the skills essential to group and choral singing. Requires five hours of rehearsal per week plus scheduled outside rehearsals and performances. May be repeated for a maximum of 9 credits.

MUSIC 101*
Community Symphonies • 1 CR

Provides BCC credit for playing in approved community orchestras or ensembles. See Music program chair for approved groups. Rehearsal time is usually one evening per week. May be repeated for a maximum of 6 credits. Prerequisite: Prior enrollment in MUSIC 101 or permission of program chair.

MUSIC 102*
Community Band • 1 CR

Offers performance opportunities in two existing symphonic bands, composed of college students and community members and from the Bellevue/ Renton area. Bands rehearse once a week. Membership is by audition or consent of the band director. May be repeated for a maximum of 6 credits. Prerequisite: Prior enrollment in MUSIC 102 or permission of program chair.

MUSIC 103*
Chamber Choir • 3 CR

A performance class open to advanced vocalists by audition. Chamber choir includes five hours of rehearsal per week plus scheduled outside rehearsals and performances. Course is designed to expose students to the most advanced musical idioms on a regular basis, including madrigals, Baroque, classical, and romantic period literature. Course may be repeated for a maximum of 9 credits. Prerequisite: Permission of instructor (audition) and students must schedule MUSIC 100 for three of their six quarters in music.

MUSIC 104*
Small Instrumental & Vocal Ensembles • 2 CR

Includes woodwinds, strings, brass, and jazz combos. Students develop technique, independence of part, and sensitivity. Requires two hours rehearsal per week plus scheduled performances. May be repeated for a maximum of 12 credits. Prerequisite: For all students, permission of instructor; for vocal students, concurrent enrollment in MUSIC 100/200 for three of their six quarters.

MUSIC 105*
Vocal Jazz & Recording Ensemble • 3 CR

Develops the vocal techniques, performance, and recording skills necessary to the contemporary recording studio singer. Ensemble members are selected by audition from the college choir. May be repeated for a maximum of 9 credits. Prerequisite: Permission of instructor (audition) and students must schedule MUSIC 100 for three of their six quarters in music.

MUSIC 106*
Jazz Band • 3 CR

Offers performance opportunities for instrumentalists within the Stage Band instrumentation. The Jazz Band focuses on jazz improvisation, performance, and interpretation of Big Band jazz literature. Students audition for available chairs. May be repeated for a maximum of 9 credits. Prerequisite: Prior enrollment in MUSIC 106 or permission of instructor.

MUSIC 107
Fundamentals of Music • 5 CR

Introduces the structure of music and its notation. Students learn to read and write basic pitch and rhythm notation and to construct scales, chords, and melodies. Intended for non-majors with little or no musical experience.

MUSIC 108
Listening to Music • 5 CR

Develops students' awareness of music. Students learn to recognize how composers use the musical materials to create different effects. Studies include texture, rhythm, melodic motion and shape, harmony, instruments, and musical form and its function.

MUSIC 110
First-Year Theory I • 5 CR

First of a six-course sequence in Music Theory for music majors and students who wish to compose. Students learn notation, rhythm, scales, keys, intervals, chords, voicing, chord progression, harmony, and composition. Sight singing and ear training are also included. Prerequisite: Basic knowledge of music notation and either vocal or instrumental performance capability.

MUSIC 111
First-Year Theory II • 5 CR

Second of a six-course sequence in Music Theory for music majors and students who wish to compose. Students learn notation, rhythm, scales, keys, intervals, chords, voicing, chord progression, harmony, and composition. Sight singing and ear training are also included. Prerequisite: MUSIC 110 or permission of instructor.

MUSIC 112
First-Year Theory III • 5 CR

Third of a six-course sequence in Music Theory for music majors and students who wish to compose. Students learn notation, rhythm, scales, keys, intervals, chords, voicing, chord progression, harmony, and composition. Sight singing and ear training are also included. Prerequisite: MUSIC 111 or permission of instructor.

MUSIC 113
Survey of Music History: Antiquity to 1800 • 5 CR

Reviews the development of music from its origins to its emergence as a major art form by 1800. Course format includes lectures, demonstrations, research about prominent composers and styles, and development of listening skills.

MUSIC 114
Survey of Music History: 1800 to Present • 5 CR

Reviews the development of music from the Romantic period through the 20th century. Course format includes lectures, demonstrations, listening exercises, and research work. May be taken independently of MUSIC 113.

MUSIC 115
History of Jazz • 5 CR

Surveys the development of jazz from its origins in New Orleans, through the big bands of the swing era, to the development of bop, the fusion of rock and jazz, as well as techno-jazz. Course includes lectures, listening activities, some research, and demonstrations.

MUSIC 116
History of Rock and Roll • 5 CR

Traces the development of rock and roll from its roots in jazz, rhythm and blues, hillbilly, and country idioms. Covers both instrumental and vocal styles from Elvis, the British invasion, heavy metal, Britney Spears, and other contemporary performers. Students learn to identify styles, musical characteristics, artists, and periods of music through listening, group discussion, and written texts.

MUSIC 120
Class Voice (Group Vocal Instruction) • 2 CR

Offers group instruction for students who have not had individual voice training. Students learn voice science, vocal production, pronunciation, style, music notation, and some music literature.

MUSIC 130*
Group Piano Instruction I • 2 CR

Provides basic keyboard experience for non-majors and prepares the beginning music major for the piano-competency requirement. Studio instruction includes basic music reading, keyboard technique, interpretation, and simple chording.

MUSIC 131*
Group Piano Instruction II • 2 CR

Continues MUSIC 130 with more advanced keyboard and music reading skills. Students learn more keys, chord combinations, and performance of more complex compositions. Prerequisite: MUSIC 130 or permission of instructor.

MUSIC 140*
First-Year Private Instruction I • 1 CR

Provides individual studio instruction on a variety of approved instruments found in school music groups. Beginning to advanced levels. Lessons with college-approved instructors are one half-hour to 45 minutes weekly. Private lesson fee is added to normal college fees. May be repeated for a maximum of 3 credits in three quarters. Prerequisite: permission of program chair.

MUSIC 143*
First-Year Private Instruction II • 2 CR

Provides individual studio instruction for serious music students at intermediate to advanced levels. Lessons with college-approved instructors are one hour weekly, on instruments found in school music groups. Private lesson fee is added to normal college fees. May be repeated for a maximum of 6 credits in three quarters. Prerequisite: Permission of program chair.

MUSIC 150
Music Technology • 5 CR

Explores electronic and synthesized music. Students learn sound theory and become familiar with historical and current hardware and software for writing and sequencing music. Lecture/demonstration format.

MUSIC 151
MIDI Sequencing I • 3 CR

Gives hands-on opportunities to create music using the equipment introduced in MUSIC 150. Students complete at least three sequences. May be repeated for a maximum of 18 credits. Prerequisite: Music 150. Highly recommended: Basic piano and keyboard experience; or permission of instructor.

*USE OF THIS PERFORMANCE CLASS IN THE DISTRIBUTION AREA OF THE ARTS AND SCIENCES TRANSFER DEGREE IS LIMITED TO 5 CREDITS.

MUSIC 152
Advanced MIDI: Digital Audio Techniques • 3 CR

Students learn sophisticated MIDI sequencing and Digital Audio techniques, how to combine these technologies into an effective studio workstation, and how to synchronize music with other media technology. Prerequisite: MUSIC 151 or entry code.

MUSIC 153
Digital Recording Production • 5 CR

Covers recording and editing skills in digital media. Students learn digital recording, computer-based mix down, digital I/O, utilizing digital effects, and sampling in a 24-channel ADAT and direct-to-disk recording studio. Same as MEDIA 153. Either MUSIC 153 or MEDIA 153 may be taken for credit, not both. Prerequisite: VIDEO 122.

MUSIC 194/195/196/197
Special Topics in Music • V1-3 CR

Allows specialized or in-depth study of a subject supplementing the music curriculum. Student interest and instructor expertise help determine the topic, to be announced in the class schedule. May be repeated for a maximum of 10 credits. Prerequisite: Permission of program chair or instructor.

MUSIC 200*
College Choir • 3 CR

Offers performance opportunities for student singers who have completed three quarters of MUSIC 100. Students gain understanding and skills essential to group and choral singing. Requires five hours of rehearsal per week plus scheduled outside rehearsals and performances. May be repeated for a maximum of 9 credits.

MUSIC 203*
Chamber Choir • 3 CR

A performance class open to advanced vocalists by audition. Chamber choir includes five hours of rehearsal per week plus scheduled outside rehearsals and performances. Course is designed to expose students to the most advanced musical idioms on a regular basis, including madrigals, Baroque, classical and romantic period literature. Course may be repeated for a maximum of 9 credits. Prerequisite: Completion of 9 credits in MUSIC 103 and permission of instructor (audition). Students must schedule MUSIC 100 for three of their six quarters in music.

MUSIC 205*
Vocal Jazz Ensemble • 3 CR

Develops the vocal techniques, performance, and recording skills necessary to the contemporary recording studio singer. Ensemble members are selected by audition from college choir members who have completed three quarters of MUSIC 105. May be repeated for a maximum of 9 credits. Prerequisite: Completion of 9 credits in MUSIC 105 and permission of instructor (audition). Students must schedule MUSIC 100 for three of their six quarters in music.

MUSIC 206*
BCC Jazz Band • 3 CR

Offers performance opportunities for instrumentalists within the Stage Band instrumentation who have completed three quarters of MUSIC 106. The ensemble focuses on jazz improvisation, performance, and interpretation of Big Band jazz literature. Students audition for available chairs. May be repeated for a maximum of 9 credits. Prerequisite: May enroll in MUSIC 206 after three quarters (9 credits) of MUSIC 106.

MUSIC 210
Second-Year Theory I • 5 CR

Fourth in a six-quarter sequence in Music Theory. Topics include diatonic materials, basic chromatic chords, analysis, composition, sight singing, and ear training. Prerequisite: MUSIC 112 or permission of instructor.

MUSIC 211
Second-Year Theory II • 5 CR

Fifth in a six-quarter sequence in Music Theory. Topics include advanced chromatic chords, advanced modulation, analysis, composition, sight singing, and ear training. Prerequisite: MUSIC 210 or permission of instructor.

MUSIC 212
Second-Year Theory III • 5 CR

Last in a six-quarter sequence in Music Theory. Topics include 20th-century techniques, analysis, composition, sight singing, and ear training. Prerequisite: MUSIC 211 or permission of instructor.

MUSIC 240*
Second-Year Private Instruction I • 1 CR

Provides individual studio instruction on a variety of instruments. Lessons with college-approved instructors are one half-hour to 45 minutes weekly. Private lesson fee is added to normal college fees. May be repeated for a maximum of 3 credits in three quarters. Prerequisite: Three quarters of MUSIC 140 or 143; and permission of instructor.

MUSIC 243*
Second-Year Private Instruction II • 2 CR

Provides individual studio instruction for the serious music student. Lessons with college-approved instructors are one hour weekly. Private lesson fee is added to normal college fees. May be repeated for a maximum of 6 credits in three quarters. Prerequisite: Three quarters of MUSIC 140 or 143; and permission of instructor.

MUSIC 299
Individual Projects in Music • V1-3 CR

Allows individual study and special projects in music under an instructor's supervision. Requires at least 5 hours of consultation with instructor, and a summary paper, performance, or presentation. Credit levels vary with the nature of the project. May be repeated for a maximum of 12 credits. Prerequisite: Permission of instructor.

Network Services & Computing Systems

BUSINESS DIVISION

NSCOM 201
Cisco Networking I • 5 CR

Course provides foundation knowledge in networking. Topics include network topologies, OSI model, design and documentation, LANs, network media, protocols and routing. Prerequisite: TECH 217 and placement by assessment into ENGL 101 or ENGL 092 or 093 with a C- or better and CS 110 or IT 101 or MEDIA 109. Students may test out of IT 101.

NSCOM 202
Cisco Networking II • 5 CR

Course uses Cisco internetworking hardware to gain hands-on experience in designing and configuring a network. Topics include router components, startup and setup; configuring routers, IOS, TCP/IP addressing, routing protocols, and network troubleshooting. Prerequisite: NSCOM 201 at BCC with a C- or better. Placement into ENGL 101 or ENGL 092 or 093 with a C- or better.

NSCOM 203
Cisco Networking III • 5 CR

Course uses Cisco internetworking hardware to gain hands-on experience in designing and configuring a local area network (LAN). Topics include OSI model, LAN switching, virtual LANs, LAN design, routing protocols, access control lists, Novell Internetwork Packet Exchange (IPX) and network management. Prerequisite: NSCOM 202 at BCC with a C- or better and ENGL 101, 201, 270, 271, or 272 with a C- or better.

NSCOM 204
Cisco Networking IV • 5 CR

Course uses Cisco hardware to gain hands-on experience in designing and configuring a wide-area network (WAN). Topics include WAN design, Point-to-Point Protocol (PPP), Integrated Services Digital Network (ISDN), Frame Relay, network management and CCNA exam preparation. Prerequisite: NSCOM 203 at BCC with a C- or better and ENGL 101, 201, 270, 271, or 272 at BCC with a C- or better.

NSCOM 220
Implementing Client Operating Systems • 5 CR

Course provides students with the knowledge and skills necessary to install and configure a Microsoft Windows Client Operating System on stand-alone computers and on client computers that are part of a workgroup or a domain. Prerequisite: IT 101 and NSCOM 201 or IT 103 at BCC with a C- or better. Placement into ENGL 101 or ENGL 092 or 093 with a C- or better.

NSCOM 221
Implementing Server Operating Systems • 5 CR

Course provides students with the knowledge and skills necessary to install and configure a Microsoft Windows server operating system for file and print sharing, remote access services, and application server functions such as Terminal Services. This course also examines security features of the Microsoft Windows server operating system. Prerequisite: IT 101 and NSCOM 201 or IT 103 at BCC with a C- or better. Placement into ENGL 101 or ENGL 092 or 093 with a C- or better.

NSCOM 223
Managing a Network Environment • 5 CR

Course provides students with the knowledge and skills necessary to implement, manage and troubleshoot existing network and server environments based on the Microsoft Windows platform. Prerequisite: NSCOM 220 and NSCOM 221 at BCC with a C- or better and ENGL 101, 201, 270, 271, or 272 with a C- or better.

NSCOM 225
Implementing Network Infrastructure • 5 CR

Course provides the knowledge and skills necessary to install, configure, manage, and support a network infrastructure that uses the Microsoft Windows 2000 server products. Topics include DHCP, DNS, Network Security, IP Routing, TCP/IP, IIS remote administration, and troubleshooting. Prerequisite: NSCOM 220 and NSCOM 221 at BCC with a C- or better and ENGL 101,201, 270, 271, or 272 at BCC with a C- or better.

NSCOM 227
Implementing Directory Services • 5 CR

Course provides the knowledge and skills necessary to install, configure, and administer Microsoft Windows 2000 Active Directory services. Focuses on implementing Group Policy and understanding the Group Policy tasks required to centrally manage users and computers. Topics include DNS configuration, account administration, domain management, and disaster recovery. Prerequisite: NSCOM 223 and NSCOM 225 at BCC with a C- or better and ENGL 101, 201, 270, 271, or 272 at BCC with a C- or better.

NSCOM 241
Building Scalable Cisco Networks • 5 CR

Course studies advanced network deployment issues and methods used to configure Cisco routers for effective LAN and WAN traffic management. Topics include designing scalable internetworks, multiple areas, and configuring and using interior and border gateway routing protocols. Prerequisite: NSCOM 204 at BCC with a C- or better and ENGL 101, 201, 270, 271, or 272 with a C- or better.

NSCOM 243
Building Cisco Remote Access Networks • 5 CR

Course studies designing and building remote-access networks with Cisco products. Topics include assembling and cabling WAN components, configuring network connections via asynchronous modem, ISDN, X25 and frame relay architectures and associated protocols. Prerequisite: NSCOM 241 at BCC with a C- or better and ENGL 101, 201, 270, 271, or 272 with a C- or better.

NSCOM 245
Building Cisco Multilayer Switched Networks • 5 CR

Course studies Cisco switches and how to use Cisco switches effectively in networks. Topics include switching concepts, virtual LANS, switch architecture (hardware and software), switch configuration, management, and troubleshooting. Prerequisite: NSCOM 243 at BCC with a C- or better and ENGL 101, 201, 270, 271, or 272 with a C- or better.

NSCOM 247
Cisco Internetworking Troubleshooting • 5 CR

Course is a study of troubleshooting methods for internetworks. Topics include Cisco Troubleshooting Tools, diagnosing and correcting problems within TCP/IP, Frame Relay, and ISDN network connections. Prerequisite: NSCOM 245 at BCC with a C- or better. English 101, 201, 270, 271, or 272 with a C- or better.

NSCOM 251
Designing a Directory Services Infrastructure • 5 CR

Course provides students with the knowledge and skills necessary to design a Microsoft Windows directory service infrastructure in an enterprise network. Strategies are presented to assist the student in identifying the information technology needs of an organization, and designing a structure to meet those needs. Prerequisite: NSCOM 201 and NSCOM 227 at BCC with a C- or better and ENGL 101, 201, 270, 271, or 272 with a C- or better.

NSCOM 253
Designing a Network Services Infrastructure • 5 CR

Course provides students with the knowledge and skills necessary to create a networking services infrastructure design that supports the required network applications. Prerequisite: NSCOM 201 and NSCOM 227 at BCC with a C- or better, and ENGL 101, 201, 270, 271, or 272 with a C- or better.

NSCOM 255
Designing a Migration Strategy • 5 CR

Course provides students with the knowledge and skills necessary to select and design a strategy to migrate from a Microsoft Windows NT Server 4.0 directory services infrastructure to a Microsoft Windows Active Directory directory service infrastructure by describing the planning processes and implications involved. Prerequisite: NSCOM 201 and NSCOM 227 at BCC with a C- or better and ENGL 101, 201, 270, 271, or 272 with a C- or better.

Nuclear Medicine Technology

HEALTH SCIENCE & RELATED PROGRAMS

NMTEC 200
Applied Anatomy & Physiology • 1 CR

Studies human anatomy and physiology as they apply to nuclear medicine imaging. Specific organ systems covered include skeletal, circulatory, cardiac, pulmonary, gastrointestinal, immune, excretory, endocrine, and central nervous systems. Prerequisite: Acceptance into program or permission of instructor.

NMTEC 201
Basic Nuclear Medicine Science • 3 CR

Presents basic science required for nuclear medicine. Topics include types of radiation, half-life and radioactive decay, interactions of radiation, detection instruments, statistics of radiation counting, basic radiation protection, and introduction to gamma camera, and computer. Prerequisite: Acceptance into program or permission of instructor.

NMTEC 202
Instrumentation • 3 CR

Examines the function and use of the nuclear medicine gamma camera. Topics include basic electronics, collimators, digital cameras, on-line correction systems, and modifications required for tomographic studies. Students learn quality control and troubleshooting. Also includes positron emission tomography. Prerequisite: Acceptance into program or permission of instructor.

NMTEC 203
Computers in Nuclear Medicine • 3 CR

Introduces the use of computers in nuclear medicine, emphasizing analysis of static, dynamic, and tomographic images. Prerequisite: Acceptance into program or permission of instructor.

NMTEC 205
Laboratory Exercises I • 1 CR

Provides hands-on experiences related to major topics presented in NMTEC 201. Exercises include half-life determination, radiation protection, dose calibrators, Geiger-Muller meters, scintillation detectors, and body mechanics. Prerequisite: Acceptance into program or permission of instructor.

NMTEC 206
Laboratory Exercises II • 1 CR

Provides hands-on experience using gamma camera imaging. Students work with collimators, uniformity, resolution, sensitivity, and image enhancement, as well as dynamic and tomographic techniques. Students also learn the theory and practice of intravenous injections. Prerequisite: Acceptance into program or permission of instructor.

NMTEC 207
Electrocardiography Skills • 1 CR

Provides hands-on experience in electrocardiography and operation of treadmill machines. Students gain skills in analysis of electrocardiograms, recognition of artifacts and abnormal heart rhythms, blood pressure measurement, and pulse oximetry. Prerequisite: Acceptance into program or permission of instructor.

NMTEC 210
Radiopharmacy • 1 CR

Studies all commonly used nuclear-medicine pharmaceuticals, their preparation, indications for use, dosages, and contraindications. Prerequisite: Acceptance into program or permission of instructor.

NMTEC 211
Nursing & Laboratory Procedures • 1 CR

Presents nursing and laboratory procedures relating to nuclear medicine. Topics include patient assessment, oxygen administration, infection control, intravenous drug administration, vasovagal and anaphylactic reactions, basic pharmacology, sedation, medical and legal issues, medical laboratory equipment, and nuclear medicine laboratory tests. Prerequisite: Acceptance into program or permission of instructor.

NMTEC 230
Clinical Education I • 10 CR

First in a four-course sequence of supervised clinical instruction in nuclear medicine technology. Topics including imaging, patient care, radiopharmacy, camera quality control, and computer analysis. Students are expected to gain proficiency according to defined objectives. Prerequisite: Acceptance into program.

NMTEC 231
Clinical Education II • 10 CR

Second in a four-course sequence of supervised clinical instruction in nuclear medicine technology. Topics including imaging, patient care, radiopharmacy, camera quality control, and computer analysis. Students are expected to gain proficiency according to defined objectives. Prerequisite: Acceptance into program.

NMTEC 232
Clinical Education III • 10 CR

Third in a four-course sequence of supervised clinical instruction in nuclear medicine technology. Topics including imaging, patient care, radiopharmacy, camera quality control, and computer analysis. Students are expected to gain proficiency according to defined objectives. Prerequisite: Acceptance into program.

NMTEC 233
Clinical Education IV • 14 CR

Fourth in a four-course sequence of supervised clinical instruction in nuclear medicine technology. Topics including imaging, patient care, radiopharmacy, camera quality control, and computer analysis. Students are expected to gain proficiency according to defined objectives. Prerequisite: Acceptance into program.

NMTEC 240
Radiation Safety • 1 CR

Covers principles and practices for radiation safety. Topics include calculation of doses absorbed from procedures, personnel monitoring, handling and disposal of radioactive materials, and licensing of a nuclear medicine department. Prerequisite: Acceptance into program or permission of instructor.

NMTEC 241
Radiation Biology • 1 CR

Discusses the potentially harmful effects of radiation on humans. Topics include the basic chemistry of radiation interactions in living cells, the effects of extensive radiation exposure, and the potential long-term effects of accumulated radiation damage. Prerequisite: Acceptance into program or permission of instructor.

NMTEC 260
Clinical Nuclear Medicine I • 1 CR

Presents nuclear medicine from the technologist's standpoint, emphasizing the technical aspects and pitfalls of nuclear medicine procedures. NMTEC 260 lectures are coordinated with NMTEC 200. Prerequisite: Acceptance into program.

NMTEC 261
Clinical Nuclear Medicine II • 1 CR

Presents nuclear medicine from the physician's standpoint, emphasizing the diagnosis of disease and ways in which the technologist can assist the physician making a correct diagnosis. Prerequisite: Acceptance into program.

NMTEC 275
Board Preparation • 1 CR

Prepares students for the NMTCB exam by reviewing all aspects of nuclear medicine technology and giving practice tests. Students focus on practical application of the basic science knowledge gained throughout the program. Students also complete a capstone project. Prerequisite: Acceptance into program or permission of instructor.

Nursing

HEALTH SCIENCE & RELATED PROGRAMS

NURS 100X
Nursing I: Fundamentals • 7 CR

Provides the framework for nursing theory. Students develop cognitive, psychomotor, assessment, and communicative skills to meet the biophysiological, psychosocial needs of the client. Students discuss relevant concepts in pharmacology and basic human needs and gain clinical experiences in extended-care facilities. Course consists of two components: 100X and 100Z. Prerequisite: Acceptance into program and BIOL 260 and 261.

NURS 100Z
Nursing I: Lab • 5 CR

Students develop cognitive, psychomotor, assessment, and communicative skills to meet the biophysiological, psychosocial needs to the client. Students discuss relevant concepts in pharmacology and basic human needs and gain clinical experiences in extended-care facilities. Course consists of two components: 100X and 100Z. Prerequisite: Acceptance into program and BIOL 260 and 261.

NURS 101X
Nursing II: Medical/Surgical • 6 CR

The first of three medical/surgical courses focusing on acute and chronic health dysfunctions in the adult client. Students gain clinical experience in acute-care settings. Course consists of two components: 101X and 101Z. Prerequisite: NURS 100X and 100Z.

NURS 101Z
Nursing II: Lab • 6 CR

Clinical component for NURS 101X. Students gain experience in health agencies correlating with and implementing nursing theory. Prerequisite: NURS 100X and 100Z.

NURS 102X
Nursing III: Medical/Surgical • 5 CR

The second of three medical/surgical courses focusing on acute and chronic health dysfunctions. Students gain clinical experience in acute-care settings. Course consists of two components: NURS 102X and 102Z. Prerequisite: NURS 101X and 101Z.

NURS 102Z
Nursing III: Lab • 7 CR

Clinical component for NURS 102X. Students gain experience in health agencies correlating with and implementing nursing theory. Prerequisite: NURS 101X and 101Z.

NURS 220X
Maternal/Child Nursing • 7 CR

Focuses on the childbearing and childrearing family through the maternity cycle from conception to birth and examines the normal growth and development of the child from birth through adolescence. Students learn principles of care of the ill child focusing on adaptation and health maintenance. Prerequisite: NURS 102X and 102Z, BIOL 250, and PSYCH 204.

NURS 220Z
Maternal/Child Nursing Lab • 5 CR

Includes community-based clinical observation as well as in-hospital experience in labor/delivery, mother/baby care, and the care of ill children. Prerequisite: NURS 102X and 102Z, BIOL 250, and PSYCH 204.

NURS 221X
Psychiatric Nursing • 6 CR

Focuses on the nurse's therapeutic role in maintaining and enhancing mental health. Students learn to meet the needs of clients with challenged emotional and/or cognitive abilities that impair their day-to-day functioning. Prerequisite: NURS 102X and 102Z, BIOL 250, and PSYCH 204.

NURS 221Z
Psychiatric Nursing Lab • 5 CR

Provides experience in acute inpatient psychiatric facilities and various community-based mental health programs. Students practice the nursing process in providing client-centered care. Prerequisite: NURS 102X and 102Z, BIOL 250, and PSYCH 204.

NURS 222X
Contemporary Issues in Nursing • 6 CR

The final course in medical/surgical nursing. Students integrate nursing theory from all previous courses while providing comprehensive nursing care to clients with complex health problems. There is also a focus on care of the older adult. Prerequisite: NURS 220X, 220Z, 221X, and 221Z.

NURS 222Z
Contemporary Issues in Nursing Lab • 7 CR

Provides clinical experience in advanced medical/surgical nursing. Topics include nursing organizations, legal and ethical considerations in nursing and professional licensing. Community-based experience with the older population is also included. Prerequisite: NURS 220X, 220Z, 221X, and 221Z.

Nursing—Continuing Nursing Education

HEALTH SCIENCE & RELATED PROGRAMS

The American Nurses Credentialing Center's commission on accreditation accredits the Continuing Nursing Education Program. All courses and workshops are recognized at the state and national levels. Offerings are designed to meet the needs of registered nurses, to facilitate learning, and to update, expand, and enrich the role of the nurse in health care. Courses are listed in the Continuing Education Schedule. Call (425) 564-2012 for more information.

Nutrition

SCIENCE DIVISION

NUTR 130
Nutrition & the Human Body • 5 CR

Studies human nutrition and health. Topics include digestion and absorption of nutrients; carbohydrate, fat, protein, vitamin, and mineral requirements; additives; food fads; diets; and world hunger. Same as BIOL 130 and HOMEC 130. Only one of the three (BIOL 130, HOMEC 130, NUTR 130) may be taken for credit. Recommended: BIOL 101.

BCC programs and curricula are subject to change. For the most up-to-date information about course content and degree or certificate requirements, go to ***www.bcc.ctc.edu***

Oceanography

SCIENCE DIVISION

OCEAN 101
Survey of Oceanography • 6 CR

Introduces physical and chemical oceanography, marine biology, and plate tectonics. Students also discuss environmental issues. Format includes lab work and/or field studies. Fulfills laboratory science course requirement at BCC.

Parent Education

HEALTH SCIENCE & RELATED PROGRAMS

	Fall	Win	Spr
Parent Infant	010	020	021
Pre-Toddler Observation Lab	011	021	031
Toddler Observation Lab	012	022	032
Child Study Lab	013	023	033
Child Study Lab	014	024	034
Child Study Lab	015	025	035
Creative Activity Lab	016	026	036

Parent Education is a community-based program dedicated to the understanding of children of all ages. Parent and child learn together in the Parent Education Child Study Laboratories. Students learn methods and techniques through observation, active participation, and classes. Programs are located on Main Campus and throughout the Eastside. Registration for Fall Quarter classes begins in February of each year. Parents may enroll in any one of the programs:

- Parent/Infant Classes
- Parent/Pre-Toddler Observation Classes
- Parent/Toddler Observation Classes
- Cooperative Preschools
- Creative Activity

PARED 135
Special Topics in Parent Education • V1-5 CR

Studies selected topics or special seminars in parent education.

PARED 294/295/296/297
Special Topics in Parent Education • V1-5 CR

Studies selected topics in the field of parent education. Emphasis on teaching and learning strategies, curriculum development, and adult learning theory.

Philosophy

ARTS & HUMANITIES DIVISION

The Philosophy Department offers a wide variety of courses each quarter on weekdays, evenings, and weekends. Students may take a selection of courses at the Main Campus, at the North Campus, and online. Philosophy courses are suitable for general education, for personal interest, and for transfer purposes. Introduction to Logic and Critical Reasoning fulfill the A.A.S. Basic Skills requirement for quantitative or symbolic reasoning. Students who wish to get an undergraduate philosophy degree can begin their work by completing a "concentration in Philosophy" at BCC.

A diverse faculty having a wide range of specialties and fields of interests teach our courses. A philosophy tutoring service provides additional assistance for students.

Philosophy students at BCC have formed a club to host debates, lectures, and other presentations on topics of current and ongoing interest. All BCC students are invited to take part in club activities. For more information about the BCC Philosophy Club and Philosophy Department, visit the website at www.bcc.ctc.edu/philosophy.

PHIL 100
Introduction to Philosophy • 5 CR

Introduces some of the traditional problems in philosophy (e.g., reality, knowledge, existence of God, morality, aesthetic experience). Students examine works by the great philosophers and develop basic philosophizing skills such as critical reasoning, conceptual analysis, writing skills, and argument strategy and tactics.

PHIL 102
Contemporary Moral Problems • 5 CR

Provides philosophical consideration of some of the main moral problems of modern society and civilization such as abortion, euthanasia, war, and capital punishment. Topics vary. Fulfills social science or humanities credit at BCC.

PHIL 103
Foundations of Philosophy • 3 CR

Prepares students with the conceptual framework for reading works of, and for writing critical essays in, philosophy. Students focus their reading on a small number of short, primary texts by philosophers such as Plato, Descartes, and Confucius. Emphasis is on refining college level writing skills in explaining and assessing philosophical problems for ESL students. Prerequisite: Permission of instructor.

PHIL 112
Introduction to Social Philosophy • 5 CR

Introduces fundamental social and political theories, such as Mill's libertarianism and Rawls's social contract theory. Students also examine concepts of liberty, justice, civil disobedience, democracy, and political rights.

PHIL 115
Critical Reasoning • 5 CR

Introduces concepts and methods useful for critical analysis of arguments in ordinary language. Topics include meaning, syllogisms, logical diagrams, inductive and statistical inference, scientific reasoning, informal fallacies, argument structure, and some beginning symbolic logic. Fulfills quantitative or symbolic reasoning course requirement at BCC.

PHIL 120
Introduction to Logic • 5 CR

Provides a thorough study of the formal conditions of valid argumentation. Covers translations, truth tables, and natural deduction using propositional (sentential) and predicate logic. Fulfills science credit or quantitative or symbolic reasoning course requirement at BCC. Recommended: ENGL 101 placement or higher.

PHIL 122
Philosophical Issues in Environmental Studies • 5 CR

Introduction to the ethical and epistemological issues pertaining to our interaction with the environment. Course topics may include the intrinsic and instrumental value of wilderness, animal rights, pollution, over-population, and more specific applied topics such as global warming or saving salmon in the Pacific Northwest.

PHIL 130
History of Western Philosophy • 5 CR

Surveys major Western philosophies and ideas from ancient Greece to the contemporary period. Students discuss works of Plato, Aristotle, Aquinas, Descartes, Hume, Kant, Mill, Nietzsche, Sartre, and others, with emphasis on the historical context of Western philosophy and on the relationships between its traditions.

PHIL 135
Introduction to American Philosophy • 5 CR

Surveys American philosophy from colonial times to the present. Students analyze political philosophy, social justice, and epistemology. Philosophers studied may include Jefferson, Emerson, James, Dewey, Royce, Santayana, King, Rawls, and Rorty. Same as AMST 135. Either PHIL 135 or AMST 135 may be taken for credit, not both.

PHIL 145
History of Eastern Philosophy • 5 CR

Introduces the philosophical traditions of India, China, and Japan. Students explore concepts of value, self, reality, social/political philosophy, aesthetics, and religion in Hinduism, Jainism, Buddhism, Confucianism, Taoism, and other traditions.

PHIL 160
Philosophy of Science • 5 CR

Surveys various approaches to scientific thought, using examples from the history of science and philosophy. Students look critically at concepts of scientific method, scientific laws, casualty, determinism, indeterminism, pseudo-science, and prediction/confirmation/induction.

PHIL 185
Philosophical Issues in Technology • 5 CR

Examines the nature and dimensions of technology. Topics include pure vs. applied science; artificial intelligence and biotechnology; technology's impact on concepts of work and progress; and the influence of information technology on our lives. Same as MEDIA 185 and IT 185. Only one of the three (IT 185, MEDIA 185, PHIL 185) may be taken for credit.

PHIL 201
Introduction to Political Philosophy • 5 CR

Examines the values and assumptions underlying governments and political systems. Students discuss philosophical issues behind international conflicts and cooperation in the present world. Same as POLSC 201. Either PHIL 201 or POLSC 201 may be taken for credit, not both.

PHIL 225
Introduction to Aesthetics • 5 CR

Explores the nature of art and aesthetic experience. Students analyze the artistic theories and aesthetic principles underlying Eastern and Western art. Format includes several field trips. Same as ART 225. Either PHIL 225 or ART 225 may be taken for credit, not both.

PHIL 240
Introduction to Ethical Theory • 5 CR

Introduces philosophical views of the basis and presuppositions of morality and moral knowledge. Students look critically at various types of normative systems of ethics such as teleological, deontological, and virtue theories.

PHIL 247
Philosophy in Literature • 5 CR

Study of philosophical issues expressed in works of world literature. Themes may include the possibility of knowledge, the nature of evil, aesthetic experience, the rationality of religious belief, contemporary moral problems, or identity.

PHIL 248
Ethics in Criminal Justice • 5 CR

Examines the philosophical, moral, and ethical bases of human behavior from a criminal justice perspective. Students discuss justice, law, and punishment; moral decision-making; and ethical and legal dilemmas in law enforcement. Same as ADMCJ 248. Either PHIL 248 or ADMCJ 248 may be taken for credit, not both.

PHIL 255
Professional Ethics • 3 CR

Explores ethical issues important to all professionals. Topics include ethical principles, moral analysis, whistle blowing, discrimination, social responsibility, honesty, and loyalty in the workplace, and setting appropriate workplace standards. Students discuss ways to improve working relations with employees, employers, clients, and community.

PHIL 260
Business Ethics • 5 CR

Introduction to ethical theories relevant to issues and problems in business. Explores ethical concerns in marketing, race/gender bias, economics, the natural environment, employee-employer duties, and civic relations. Same as G BUS 260. Either PHIL 260 or G BUS 260 may be taken for credit, not both.

PHIL 265
Biomedical Ethics • 5 CR

Introduces ethical problems relating to medical practice and biological research. Students discuss ethical issues in euthanasia, abortion, animal experimentation, genetic engineering, and doctor-patient relationships. Designed for students entering medical and research fields, but applicable to moral problems in any field.

PHIL 267
Introduction to Philosophy of Religion • 5 CR

Studies philosophical issues affecting the understanding of religion. Students assess the rationality of religious beliefs, miracles, and the existence of God.

PHIL 299
Independent Studies in Philosophy • V1-5 CR

Covers directed reading, special projects, and independent study by an individual student. Prerequisite: Permission of instructor.

Physical Education

HEALTH SCIENCE & RELATED PROGRAMS

Double asterisks (**) indicate Physical Education activity courses which may be repeated for a maximum of 2 credits.

PE 101
Intro to Health, Physical Education, & Recreation • 3 CR

Surveys various aspects of a professional physical education career. Topics include history and philosophies; personnel qualifications; training and preparation opportunities; organizations; and related fields. Students should take this course during the first quarter or as soon as is practical.

PE 102**
Aerobic Dance • 1 CR

Improves muscle tone, flexibility, and endurance through exercising to music. Students practice relaxation techniques, isometric exercises and exercises for figure control.

PE 103**
Co-Ed Aerobics • V1-2 CR

Provides cardiovascular improvement, changes metabolism, and burns body fat. Students exercise to music during the entire class period. A low-impact option is also available to promote cardiovascular benefit, fat burning, and toning without the stress of jumping.

PE 106**
Beginning Golf • 1 CR

Introduces basic skills and techniques of golf. Students practice grip, stance, swing, use of various clubs, rules, scoring, and the etiquette of the game.

PE 107**
Basketball • 1 CR

Introduces basic skills and techniques of basketball. Students practice shooting, passing, dribbling, footwork, rebounding, defense, and combining individual offensive and defensive techniques into play patterns.

PE 108**
Tennis • 1 CR

Introduces basic skills and techniques of tennis. Students practice serves, forehand drive, backhand drive, volley, grip, footwork, and rules and etiquette. Student must supply own racquet.

PE 109**
Pickleball • 1 CR

Introduces the basic skills and techniques of pickleball. Students learn grip, strokes, footwork, and strategies, and practice court coverage through drills and competition.

PE 110**
Life Fitness Training I • 2 CR

Develops individual fitness levels in aerobic capacity, major muscle strength and endurance, flexibility, and body composition.

PE 111**
Life Fitness Training II • 2 CR

Develops individual fitness levels in aerobic capacity, major muscle strength and endurance, flexibility, and body composition. Prerequisite: PE 110.

PE 112**
Life Fitness Training III • 2 CR

Develops individual fitness levels in aerobic capacity, major muscle strength and endurance, flexibility, and body composition. Prerequisite: PE 111.

PE 117**
Cardio Fitness • 2 CR

Promotes appreciation for cardiovascular fitness through outdoor walking, jogging, hiking, and aerobic games. Students of varying abilities follow a prescribed exercise program based on predetermined goals and assessments. Regular participation, safety, and maintaining a training log are emphasized.

PE 118**
Volleyball • 1 CR

Introduces basic skills and techniques of volleyball. Students learn serving, setting up, and spiking the ball; strategy of play in front and backcourts and at nets; and rules and scoring.

PE 119**
Racquetball • 1 CR

Introduces basic skills and techniques of racquetball. Students practice fundamental elements, learn rules of play, and develop the ability to enjoy game situations.

PE 120**
Karate • 1 CR

Introduces Okinawan Goju-Ryu, emphasizing the philosophy as well as the skills and etiquette of karate. Students focus on developing self-reliance and self-confidence.

PE 121**
Intermediate Karate • 1 CR

Continues PE 120, developing intermediate skills and techniques of Okinawan Goju-Ryu karate. Students learn defensive and offensive methods used in self-defense. Prerequisite: PE 120 or permission of instructor.

PE 122**
Badminton • 1 CR

Introduces basic skills and techniques of badminton. Students learn rules and strategies and practice grip, strokes, footwork, and court coverage.

PE 123**
Archery • 1 CR

Introduces basic skills and techniques of archery. Topics include stringing the bow, handling bow and arrow, shooting, safety, and care of equipment.

PE 127**
Soccer • 2 CR

Introduces basic skills and techniques of soccer. Students learn rules, defensive and offensive tactics.

PE 136**
Basketball and Flag Football • 2 CR

Presents basic skills and rules in both sports. Basketball: ball handling, passing, shooting, pivoting, and dribbling. Flag football: stances, ball carrying, passing and receiving, kicking, tackling, and centering. Students practice basic elements of offensive and defensive play.

PE 137**
Sports Conditioning • 2 CR
Offers activities to help recreational and collegiate athletes reach and maintain fitness levels required for their sports.

PE 151**
Contemporary Dance I • 2 CR
Introduces basic technique and movement studies. Students gain flexibility and strength together with movement vocabulary. May be repeated for a maximum of 6 credits. Same as DANCE 151. Either PE 151 or DANCE 151 may be taken for credit, not both.

PE 152**
Contemporary Dance II • 2 CR
Continues Contemporary Dance I with longer and more challenging movement combinations. Students should consult with the program advisor to determine ability. May be repeated for a maximum of 6 credits. Same as DANCE 152. Either PE 152 or DANCE 152 may be taken for credit, not both.

PE 158**
Intermediate Tennis • 1 CR
Covers techniques beyond those of beginning tennis. Students review basic strokes and practice serves and volleying. Topics include strategy and basic principles of doubles play.

PE 166
Skills & Materials in Team Sports • 2 CR
Provides practical experience in flag football, basketball, softball, soccer, and volleyball.

PE 176**
Principles & Techniques of Track & Field • 3 CR
Introduces techniques of all the track and field events. Students gain proficiency and knowledge about track and field through active participation in all events.

**PE ACTIVITY COURSES WHICH MAY BE REPEATED FOR A MAXIMUM OF 2 CREDITS

PE 178**
Intermediate Volleyball • 1 CR
Develops more advanced techniques of serving, spiking, placement, and team play. Includes tournament play with two- to six-man teams. Recommended: PE 118.

PE 198**
Advanced Tennis • 1 CR
Develops advanced skills and techniques of tennis. Students practice the lob, drop shot, overhead, and other advanced elements, along with strategies for singles and doubles play. Prerequisite: Permission of instructor.

PE 209
Skills & Materials of Recreation Dance • 2 CR
Introduces skills in folk, square, and social dance. Students learn background, terminology, and rhythmic analysis as well as how to teach or present dances.

PE 221
Fundamentals of Fast Pitch Softball • 3 CR
Introduces teaching, coaching, and playing techniques for women's fast-pitch softball. Students focus on current concepts, materials, and skills development. Prerequisite: Permission of instructor.

PE 223
Fundamentals of Baseball • 3 CR
Introduces teaching, coaching, and playing techniques for baseball. Students focus on current concepts, materials, and skills development and gain practical experience in fundamental skills. Prerequisite: Permission of instructor.

PE 224
Fundamentals of Basketball • 3 CR
Teaches modern techniques and methods of basketball training and conditioning. Designed primarily for students interested in developing fundamental skills for competitive basketball.

PE 225
Fundamentals of Soccer • 3 CR
Introduces teaching, coaching, and playing techniques for soccer. Students focus on current concepts, materials, and skills development and gain practical experience in fundamental skills.

PE 227
Fundamentals of Tennis • 3 CR
Develops the skills and knowledge necessary to be a competitive tennis player. Students learn behavior and movements to prepare them for on and off court action. Prerequisite: PE 198 or permission of instructor.

PE 230
Techniques of Basketball • 3 CR
Analyzes the theories and methods of basketball. Advanced topics include philosophy, program organization, training and conditioning, care and treatment of injuries, fundamentals, offensive and defensive play, game strategy, and psychology.

PE 231
Techniques in Volleyball • 3 CR
Analyzes theories and methods of volleyball. Advanced topics include philosophy, physiology, and psychosocial aspects of human movement involved in the sport.

PE 232
Techniques in Tennis • 3 CR
Analyzes theories and methods of competitive tennis. Advanced topics include philosophy, physiology, and psychosocial aspects of human movement involved in the sport.

PE 234
Techniques in Golf • 3 CR
Develops skills for advanced golfers. Students focus on grip, swing, timing, approach shots, course strategy, special lies, putting, and the mental approach to golf.

PE 240
Self-Defense • 2 CR
Introduces self-defense techniques and practical applications for a variety of situations. Students develop skills and discuss theory and awareness concerning personal safety.

PE 244
Defensive Tactics for Criminal Justice • 3 CR
Develops physical conditioning and an understanding of "use of force" principles in law enforcement. Students practice level-one arrest and control techniques such as escorts, takedowns, control, and handcuffing, as well as level-two self-defense techniques for dealing with aggressive subjects. Same as ADMCJ 244. Either PE 244 or ADMCJ 244 may be taken for credit, not both.

PE 245
Fundamentals of Volleyball • 3 CR

Develops advanced levels of movement and skill in volleyball. Students gain knowledge and experience to prepare them for competitive programs and coaching volleyball in physical education and recreational settings.

PE 249
Intermediate Defensive Tactics—Criminal Justice • 3 CR

Continues PE 244, with further development of basic arrest-and-control and self-defense skills. Students also learn the use of the straight baton and OC spray. Same as ADMCJ 249. Either PE 249 or ADMCJ 249 may be taken for credit, not both.

PE 264
Skills & Materials: Track/Field/Weight Training • 2 CR

Studies principles of training for track and field and weight training. For track and field, students learn performance development for each event; selection of individuals for events; coaching philosophy; practice organization, and handling administration. Students also learn methods of weight training and development of weight training programs.

PE 265
Skills & Materials: Activities for Elementary Children • 2 CR

Presents progressive-activity skills for games, relays, and team activities. Students analyze the performance of children of various ages.

PE 266
Skills & Materials: Individual & Dual Sports • 2 CR

Provides practical experience in archery, bowling, badminton, golf, tennis, fencing, track and field, wrestling, and recreational games.

PE 270
Principles of Athletic Training • 3 CR

Provides experience in athletic training for those entering the fields of physical education, recreation, and coaching. Topics include recognition of athletic injuries, emergency care, rehabilitation, and treatment and prevention of injuries. Prerequisite: HLTH 292 or permission of instructor.

PE 271
Athletic Injury Management • 3 CR

Develops skills for follow-up after the initial recognition and treatment of sports injuries. Students discuss ice packs, hydroculator packs, whirlpools, and other methods as they relate to different injuries. Other topics include rehabilitation programs; functional tests to determine readiness to return to action, use of protective pads, and taping. Prerequisite: PE 270 or permission of instructor.

PE 290
Sports Officiating • 3 CR

Presents mechanics and procedures of officiating in competitive sports. Topics include rules and enforcement; use of signals; personal appearance and conduct; public relations duties; ethics; qualifications for officials' ratings; and suggestions for coaches.

Physics

SCIENCE DIVISION

PHYS 106
Basic Concepts in Physics • 6 CR

Introduces physical reasoning and basic concepts for students with little or no background in physics. Hand-on activities help students discover fundamental concepts in geometric optics, electricity, and motion, preparing for the PHYS 114 or 121 series. Either PHYS 106 or BASCI 106 may be taken for credit, not both. Prerequisite: MATH 095 or 099.

PHYS 109
Science for Information Technology • 6 CR

Develops research and problem-solving skills in the science of modern technology, including computers and data transmission. Topics include magnetism, electricity, and microchip circuitry. Designed for information technology students; class format includes hands-on group work. Prerequisite: MATH 098 or equivalent assessment.

PHYS 114
General Physics I • 6 CR

First in a three-course survey of physics for allied health, building construction, biology, forestry, architecture, and other programs. Topics include units, kinematics, vectors, dynamics, work and energy, momentum, rotational motion, and harmonic motion. Laboratory work is integral to the course. Prerequisite: MATH 120 or equivalent. PHYS 106 is recommended for students with no previous physics background.

PHYS 115
General Physics II • 6 CR

Second in a three-course survey of physics for allied health, building construction, biology, forestry, architecture, and other programs. Topics include fluids, heat, thermodynamics, electricity, and magnetism. Laboratory work is integral to the course. Prerequisite: PHYS 114.

PHYS 116
General Physics III • 6 CR

Third in a three-course survey of physics for allied health, building construction, biology, forestry, architecture, and other programs. Topics include wave motions, sound, light, geometric and physical optics, relativity, and modern physics. Laboratory work is integral to the course. Prerequisite: PHYS 115.

PHYS 121
General Engineering Physics I • 6 CR

First in a three-course survey of physics for science and engineering majors. Course presents fundamental principles of mechanics, including motion, Newton's laws, work, energy, momentum, rotation, and gravity. Conceptual development and problem solving have equal emphasis. Laboratory work presents methods of experimental and analysis (modeling, errors, graphical analysis, etc.) and prepares students for upper-division research. Prerequisite: High School physics or equivalent; and MATH 124 or permission of instructor.

PHYS 122
General Engineering Physics II • 6 CR

Second in a three-course survey of physics for science and engineering majors. Course presents fundamental principles of electromagnetism, including electrostatics, current electricity circuits, magnetism induction, generation of electricity, electromagnetic oscillations, alternating currents, and Maxwell's equations. Conceptual development and problem solving have equal emphasis. Laboratory work presents methods of experimental analysis (modeling, errors, graphical analysis, etc.) and prepares students for upper-division research. Prerequisite: PHYS 121 and MATH 125; or permission of instructor.

PHYS 123
General Engineering Physics III • 6 CR

Third in a three-course survey of physics for science and engineering majors. Course presents fundamental principles of oscillating systems and wave phenomena, including optics, simple harmonic motion, waves, sound, light, optical instruments, interference, diffraction, and polarization. Conceptual development and problem solving have equal emphasis. Laboratory work presents methods of experimental analysis (modeling, errors, graphical analysis, etc.) and prepares students for upper-division research. Prerequisite: PHYS 122.

PHYS 199
Individual Studies in Physics • V1-5 CR

Covers directed readings, special projects, and independent study by an individual student. May be repeated for a maximum of 15 credits. Prerequisite: Permission of instructor.

PHYS 299
Individual Studies in Physics • V1-5 CR

Covers directed readings, special projects, and independent study by an individual student. See current Quarterly Schedule for details. Course may be repeated for a maximum of 15 credits. Prerequisite: Permission of instructor.

Political Science

SOCIAL SCIENCE DIVISION

POLSC 101
Introduction to Politics • 5 CR

Explores the evolution of major political concepts from ancient Greece to the present. Topics include political life in the modern world and the ideas behind democratic and non-democratic forms.

POLSC 102
American Government & Politics • 5 CR

Analyzes constitutional government in America in terms of the theory and practices of democracy. Students investigate issues of individual rights, popular representation, and responsible leadership.

POLSC 103
International Relations • 5 CR

Examines the struggle for power and peace and the methods by which affairs are conducted between modern nations.

POLSC 104
State & Local Government • 5 CR

Introduces basic concepts of government at state and local levels. Specific topics include lobbying, executive power, judicial selection, political machines, race, and urban ecology.

POLSC 110
People of Color in the U.S. Political System • 5 CR

Studies the role that people of color play in the American political system. Topics include the historical relationships between people of color and political processes; people of color in urban society; and sources of tension and frustration.

POLSC 121
The United Nations • 2 CR

Analyzes the present structure and purpose of the United Nations organization. Seminar format. Prerequisite: A course in political science.

POLSC 122
The United Nations • 3 CR

Analyzes the present structure and purpose of the United Nations organization. Seminar format. Prerequisite: Permission of the instructor.

POLSC 123
The United Nations • 5 CR

Researches a country in depth and prepares students for the National Model U.N. Conference in New York. Prerequisite: Permission of instructor.

POLSC 125
Introduction to Political Psychology • 5 CR

Analyzes the political world by applying basic concepts of psychology. Topics include individual actors, decision-making, group dynamics, and mass political behavior.

POLSC 155
The American Presidency • 5 CR

Examines the American presidency and its changing role within the American system. Topics include individual presidents, presidential character, war, elections, the economy, and the Constitution.

POLSC 160
Introduction to American Political Culture • 5 CR

Examines the structures and systems of American politics using a multidisciplinary approach. Students analyze the development of political culture and its evolution through time. Same as AMST 160. Either POLSC 160 or AMST 160 may be taken for credit, not both.

POLSC 170
Introduction to Political Economy • 5 CR

Examines causes and effects of the interplay between politics and economics. Students apply theories and methods from both fields to analyze major issues in current events.

POLSC 194/195/196/197
Special Topics in Political Science • V1-10 CR

Covers supplementary or unusual classes related to the field. Topics are announced in the class schedule.

POLSC 198
Seminar in Political Science • V1-10 CR

Includes seminars, workshops, etc., for which college credit is offered.

POLSC 199
Individual Studies in Political Science • V1-10 CR

Covers direct readings, special projects, and independent study by an individual student. May be repeated for a maximum of 15 credits. Prerequisite: Permission of instructor.

POLSC 201
Introduction to Political Philosophy • 5 CR

Examines the values and assumptions underlying governments and political systems. Students discuss philosophical issues behind international conflicts and cooperation in the present world. Same as PHIL 201. Either POLSC 201 or PHIL 201 may be taken for credit, not both.

POLSC 205
Introduction to Western European Governments • 5 CR

Studies political institutions of major European powers. Topics include the welfare state and the Common Market. Students investigate theoretical and institutional-procedural characteristics of Western governments and societies.

POLSC 206
Introduction to Governments: Developing Nations • 5 CR

Examines political theories and strategies in Asian, African, and Latin American nations. Students focus on problems of political development and modernization.

POLSC 230
Revolutions in the Modern World • 5 CR

Studies the forces that produce significant changes in a nation's social, economic, or political ideas and institutions. Students analyze "revolutions" such as those in England, America, France, Russia, and China. Same as HIST 230. Either POLSC 230 or HIST 230 can be taken for credit, not both. May be used as social science or humanities credit, not both, at BCC.

POLSC 294/295/296/297
Special Topics in Political Science • V1-10 CR

Covers supplementary or unusual classes related to the field. Topics are announced in the class schedule.

POLSC 298
Seminar in Political Science • V1-10 CR

Includes seminars, workshops, etc., for which college credit is offered.

POLSC 299
Individual Studies in Political Science • V1-10 CR

Covers direct readings, special projects, and independent study by an individual student. May be repeated for a maximum of 15 credits. Prerequisite: Permission of instructor.

Programming

BUSINESS DIVISION

PROG 108
Programming for Media Majors • 2 CR

Course designed for students who have basic programming skills in a JavaScript environment, and want to start learning programming in C++ Language at an intermediate level. Course emphasizes the difference between the JavaScript and C++ languages. This is a self-paced course. Prerequisite: IDEV 111 at BCC with a C- or better, or entry code. Placement by assessment into MATH 105, or MATH 098 or 099 with a C- or better.

PROG 110
Introduction to Programming • 5 CR

Introduces fundamental programming techniques using the Visual Studio.Net development environment and visual Basic.Net. Students design procedures and write computer instructions to solve business problems, learn procedural programming, develop graphical user interfaces in Windows, and work with events and objects. Fulfills the quantitative or symbolic reasoning course requirement for non-business majors at BCC. Prerequisite: Placement by assessment into MATH 105 or MATH 098 or 099 with a C- or better or equivalent course from another college. Placement by assessment into ENGL 101 or ENGL 092 or 093 with a C- or better.

PROG 111
Introduction to C++ Programming • 5 CR

Presents the C++ Programming Language using structured programming techniques and program development methodology. Students design, code, test, and debug programs using repetition and decision structures, pointers, functions, and other C data structures. Prerequisite: Placement by assessment into MATH 105 or MATH 098 or 099 with a C- or better; or entry code.

PROG 113
Intermediate C++ Programming • 5 CR

Expands upon the fundamentals covered in the Introduction to C++ Programming. Covers object oriented programming concepts using C++. Other topics include program specification, design of abstract data types and classes, inheritance, polymorphism, encapsulation, and using the Standard Template Library. Prerequisite: PROG 111 or CS 210 at BCC with a C- or better; or entry code.

PROG 120
Object Oriented Programming Concepts • 5 CR

Students learn object oriented programming techniques using the Visual Studio.Net development environment and Visual Basic.Net. Students apply these techniques for developing applications for both Windows and Web environments. Students will create classes, components, interfaces, and user controls. Class provides the foundation for sophisticated application development. Prerequisite: PROG 110.

PROG 125
Enterprise Software Development I • 5 CR

Students learn to create enterprise applications using the Visual Studio.Net integrated development environment and the Visual Basic.Net programming language. Focus is on developing user interfaces for Windows and Web platforms, data validation, and structured exception handling. Students develop an understanding of application architectures for Windows and Web environments. Prerequisite: PROG 120.

PROG 140
SQL & Relational Database Programming • 5 CR

Students learn to apply relational database theory by creating databases, tables, views, and indexes in a server environment. Focus is on developing complex SQL queries to retrieve meaningful information and on developing procedures to manipulate data. SQL server and related client tools are used in all work. Prerequisite: PROG 113 or 120.

PROG 160
Systems Analysis & Design • 5 CR

Examines the system-development cycle in depth. Topics include problem identification, problem solving, and information-gathering techniques. Current structured tools are used to describe business rules and objects, data flow, data structures, and process flow and documentation. Creative problem-solving and working in a team environment are stressed. Prerequisite: IT 101 at BCC with a C- or better. Placement by assessment into ENGL 101; or ENGL 092 or 093 with a C- or better.

PROG 210
Enterprise Software Development II • 5 CR

Students expand their ability to create enterprise applications using the Visual Studio.Net development environment and the Visual Basic.Net programming language. Focus is on data access methodologies and middle tier component development for use from Windows and Web environments. Students learn about managing data in multi-user environments using tiered application architecture. Prerequisite: PROG 125.

PROG 220
Enterprise Software Development III • 5 CR

Students learn to develop and deploy advanced applications using relational databases and Web technology. Focus is on effective techniques for Web application development. Visual Studio.Net, Visual Basic.Net, and ASP.Net are utilized. Prerequisite: PROG 210.

PROG 222
Advanced Database Topics • 5 CR

Students expand on database programming skills using advanced SQL techniques. Topics include data analysis including data warehousing and data mining, data transformation and replication. Prerequisite: PROG 140.

PROG 225
Enterprise Software Development Project • 5 CR

Students will use skills learned in previous classes to create an enterprise application that uses Web and Windows interfaces and data access components. Prerequisite: PROG 222.

PROG 235
Operating Systems • 5 CR

Presents operating system concepts with emphasis on definition, configuration, resource allocation, and control of peripheral devices. Students assess systems and their resources, applications, and utilities. Prerequisite: 20 prior college IT credits. Placement by assessment into ENGL 101; or ENGL 092 or 093 with a C- or better.

PROG 250
Windows Programming I • 5 CR

Introduces the fundamentals of Microsoft Foundation Classes (MFC). Students design Window programs using MFC in an object-oriented approach. Programs will use MFC and derived objects to communicate with Windows for processing and sending Windows messages. Prerequisite: PROG 113 at BCC with a C- or better, or entry code. Placement by assessment into ENGL 101; or ENGL 092 or 093 with a C- or better.

BCC programs and curricula are subject to change. For the most up-to-date information about course content and degree or certificate requirements, go to ***www.bcc.ctc.edu***

PROG 255
Windows Programming II • 5 CR

Introduces intermediate topics on Windows programming using Microsoft Foundation Classes (MFC), and Active Template Library (ATL). Emphasis on understanding and using Access Data Objects (ADO), Object Linking and Embedding (OLE), and programming ActiveX components. Students receive broad overview of data structures and sorting algorithms. Prerequisite: PROG 250 at BCC with a C- or better.

PROG 260
Advanced Topics in Object-Oriented Programming • 5 CR

Students review, understand, and code using platform-independent, object-oriented programming language. Topics include objects, classes, methods, syntax, applications, class libraries, user interfaces, and interactivity with the programming environment. A comparison to C++ will be incorporated. Prerequisite: PROG 255 at BCC with a C- or better; and ENGL 101, 201, 270, 271, or 272 at BCC with a C- or better.

PROG 295/296
Special Topics in Programming • V1-5 CR

Allows specialized or in-depth study of a subject related to Programming. Topics are announced in the class schedule. Students may retake the course for credit as content changes. May be repeated for a maximum of 15 credits. Prerequisite: PROG 225.

Psychology

SOCIAL SCIENCE DIVISION

PSYCH 100
Introduction to Psychology • 5 CR

Presents methods, concepts, and principles of psychology. Topics include psychophysiology, sensation and perception, learning and memory, motivation, development, emotion, health, stress, personality, and abnormalities and treatments.

PSYCH 110
Applied Psychology • 5 CR

Stresses application of psychological theory. Students survey how psychology interfaces with other disciplines, focusing on how psychologists perform their professional functions in different settings.

PSYCH 194/195/196/197
Special Topics in Psychology • V1-10 CR

Covers supplementary or unusual classes related to the field. Topics are announced in the class schedule.

PSYCH 198
Seminar in Psychology • V1-10 CR

Includes seminars, workshops, etc., for which college credit is offered.

PSYCH 199
Individual Studies in Psychology • V1-10 CR

Covers directed readings, special projects, and independent study by an individual student. May be repeated for a maximum of 15 credits. Prerequisite: Permission of instructor.

PSYCH 200
Abnormal Psychology • 5 CR

Introduces the theories, diagnosis, and treatment of maladaptive behavior and psychological disorders. Class format may include field trips to psychiatric institutions. Prerequisite: PSYCH 100.

PSYCH 202
Introduction to Physiological Psychology • 5 CR

Introduces the physiological systems that underlie behavior with emphasis on the nervous system, sensory systems, endocrine system, and research methods unique to the field of physiological psychology. Fulfills natural science course requirement at BCC. Recommended prerequisite: PSYCH 100.

PSYCH 203
Human Learning & Performance • 5 CR

Considers human performance from the psychological standpoint. Topics include conditioning, memory and conceptual processing, language, sensation, and perception. May require participation in demonstrations and projects.

PSYCH 204
General Developmental Psychology • 5 CR

Presents research and theories regarding human growth and change across the life span. Students explore factors that affect personality, cognitive, and physical development from psychological and socio-cultural perspectives. May require participation in projects. Prerequisite: PSYCH 100.

PSYCH 205
Introduction to Personality • 5 CR

Examines assumptions about the nature of humankind. Students focus on psychometric techniques as well as major theories and theorists. Prerequisite: PSYCH 100.

PSYCH 209
Fundamentals of Psychological Research • 5 CR

Covers theories, techniques, and applications of psychological research methodology. Students explore a variety of approaches, ranging from uncontrolled field observation to laboratory experiments. Topics include data analysis, report writing, and factors affecting research results. Prerequisite: PSYCH 100.

PSYCH 213
Elementary Psychological Statistics • 5 CR

Covers classification and reporting of data, hypothesis testing and evaluation, and probability theory. Topics include descriptive statistics, inferential statistics, and distribution-free tests. Prerequisite: PSYCH 100.

PSYCH 240
Social Psychology • 5 CR

Examines the actions of individuals and groups in a social context. Topics include the influence of social learning on attitudes, perception, and personality; persuasion; conflict; attraction; altruism; and aggression. Same as SOC 240. Either PSYCH 240 or SOC 240 may be taken for credit, not both. Prerequisite: PSYCH 100 or SOC 110 or permission of instructor.

PSYCH 250
Cross-Cultural Psychology • 5 CR

Examines psychological theories and research from a cross-cultural perspective. Students discuss the impact of culture on cognition, development, emotion, motivation, sex roles, disorders, group behavior, conflict, stereotyping, and prejudice.

PSYCH 257
Psychology of Sex Differences • 5 CR

Examines sex differences and similarities from an interdisciplinary perspective, drawing from biology, psychology, sociology, and history. Students analyze perceived and actual differences in communication styles, employment, education, mental health, and personal relationships.

PSYCH 294/295/296/297
Special Topics in Psychology • V1-10 CR

Covers supplementary or unusual classes related to the field. Topics are announced in the class schedule.

PSYCH 298
Seminar in Psychology • V1-10 CR

Includes seminars, workshops, etc., for which college credit is offered.

PSYCH 299
Individual Studies in Psychology • V1-10 CR

Covers directed readings, special projects, and independent study by an individual student. May be repeated for a maximum of 15 credits. Prerequisite: Permission of instructor.

Radiation Therapy

HEALTH SCIENCE & RELATED PROGRAMS

RADON 100
Principles of Oncology • 4 CR

Explores causes, classification, diagnosis, detection, spread, and management of cancer. Prerequisite: Acceptance into program.

RADON 101
Principles of Dose Calculation • 3 CR

Explores principles and methods for calculation of treatment times in administering radiation therapy treatments. Prerequisite: Acceptance into program.

RADON 102
Radiographic Physics • 2 CR

Examines x-ray circuit tubes, x-ray equipment, design and application, test equipment, image intensification, and cineradiography. Prerequisite: Acceptance into program.

RADON 103
Radiographic Techniques • 2 CR

Explores essential factors in radiographic technique. Prerequisite: Acceptance into program.

RADON 104
Radiation Therapy Physics I • 3 CR

Explores principles of physics as applied to radiation therapy. Topics include forces of nature, atomic structure, radioactive decay, and specific activity and beam intensity calculations. Prerequisite: Acceptance into program.

RADON 105
Principles & Practice of Radiation Therapy I • 2 CR

Explores the machines and treatment delivery accessories used during administration of radiation therapy. Prerequisite: Acceptance into program.

RADON 111
Clinical Practice I • 5 CR

Provides 15 hours per week of supervised clinical instruction at an affiliated hospital or health care facility. Students get orientation to the setting and begin the competency-based educational sequence. Prerequisite: Acceptance into program.

RADON 112
Clinical Practice II • 5 CR

Provides 15 hours per week of supervised clinical instruction, progressing through a competency-based educational sequence. Prerequisite: Acceptance into program.

RADON 113
Clinical Practice III • 5 CR

Provides 15 hours per week of supervised clinical instruction, progressing through a competency-based educational sequence. Prerequisite: Acceptance into program.

RADON 114
Clinical Practice IV • 13 CR

Provides 11 weeks, 40 hours per week, of supervised clinical instruction, progressing through a competency-based educational sequence. Students may be assigned to clinical education sites outside the greater Seattle area. Prerequisite: Acceptance into program.

RADON 119
Medical Ethics & Communication in Health Care • 2 CR

Introduces students to communication and conflict resolution skills pertinent to health care. Other topics include an overview of ethical theories and current legal and ethical issues in health care (specifically in oncology). Prerequisite: Acceptance into program.

RADON 120
Radiologic Sciences Patient Care • 2 CR

Explores general care of the patient, emphasizing the role of the radiation therapist in various nursing situations. Prerequisite: Acceptance into program.

RADON 125
Medical Terminology for Radiologic Sciences • 1 CR

Presents a systematic approach to medical terminology, combining word roots, prefixes, and suffixes. Prerequisite: Acceptance into program.

RADON 127
Sectional Anatomy • 2 CR

Presents sectional anatomy using CT and MRI images. Prerequisite: Acceptance into program.

RADON 130
Psychosocial Aspects of Cancer Care • 2 CR

Explores psychosocial issues related to the care of patients with cancer. Students discuss stress, fear, stages of acceptance, belief systems, etc. Format includes lecture, role-playing, outside resources. Prerequisite: Acceptance into program.

RADON 150
Pathology • 4 CR

Studies changes that occur in disease and injury, and their application to the radiologic sciences. Students review basic concepts of oncologic pathology. Prerequisite: Acceptance into program.

RADON 194/195/196/197
Special Topics in Radiation Therapy • V1-5 CR

Explores issues of special interest to students and radiation therapists. May be used as continuing education for certified Radiation Therapy Therapists. Prerequisite: Acceptance into program.

RADON 199
Individual Study in Radiation Therapy Technology • V1-5 CR

Covers a variety of topics to acquaint the radiation therapy student with the role of radiation oncology in cancer management. Prerequisite: Acceptance into program.

RADON 201
Radiation Therapy Physics II • 3 CR

Explores interactions of ionizing radiation with matter, high-energy particle beams, measurement of radiation, calibration of radiation therapy treatment machines, and brachytherapy implants. Prerequisite: Acceptance into program.

RADON 202
Treatment Planning I • 2 CR

Explores principles of radiation therapy treatment planning, including patient positioning, immobilization, and contouring techniques. Prerequisite: Acceptance into program.

RADON 203
Treatment Planning II • 5 CR

Presents a variety of radiation therapy treatment techniques and dose calculation methods. Prerequisite: Acceptance into program.

RADON 204
Treatment Planning III • 4 CR

Presents additional special treatment techniques used in radiation therapy. Topics include moving beam, electron beam, orthovoltage therapy, matching fields, weighted fields, irregular fields, and three-dimensional treatment planning. Prerequisite: Acceptance into program.

RADON 211
Clinical Practice V • 8 CR

Provides 24 hours per week of supervised clinical instruction, progressing through a competency-based educational sequence. Prerequisite: Acceptance into program.

RADON 212
Clinical Practice VI • 8 CR

Provides 24 hours per week of supervised clinical instruction, progressing through a competency-based educational sequence. Prerequisite: Acceptance into program.

RADON 213
Clinical Practice VII • 8 CR

Provides 24 hours per week of supervised clinical instruction, progressing through a competency-based educational sequence. Prerequisite: Acceptance into program.

RADON 214
Clinical Practice VIII • 13 CR

Provides 40 hours per week of supervised clinical instruction, progressing through a competency-based educational sequence. Students may be assigned to clinical education sites outside the greater Seattle area. Prerequisite: Acceptance into program.

RADON 220
Principles & Practice of Radiation Therapy II • 2 CR

Examines cancer epidemiology, etiology, detection, diagnosis, classification, metastasis, treatment, and management of radiation therapy side effects. Prerequisite: Acceptance into program.

RADON 221
Principles & Practice of Radiation Therapy III • 2 CR

Continues RADON 220. Students gain additional information on epidemiology, etiology, detection, diagnosis, classification, metastasis, treatment, and management of side effects. Prerequisite: Acceptance into program.

RADON 222
Principles & Practice of Radiation Therapy IV • 2 CR

Continues RADON 221. Students gain additional information on epidemiology, etiology, detection, diagnosis, classification, metastasis, treatment, and management of side effects. Prerequisite: Acceptance into program.

RADON 224
Concept Integration • 1 CR

Provides review of all areas for the American Registry of Radiologic Technologists (ARRT) examination in Radiation Therapy. Students work in teams to develop a simulated exam based on ARRT content specifications. Prerequisite: Acceptance into program.

RADON 225
Quality Management • 1 CR

Explores the principles of a quality management program for a radiation oncology department. Students learn specific procedures for quality control. Prerequisite: Acceptance into program.

RADON 240
Radiation Biology • 3 CR

Explores types of radiation, interaction of radiation with matter, and the effects of those interactions in human tissue. Students learn methods and principles of radiation protection for both patient and therapist. Prerequisite: Acceptance into program.

RADON 294/295/296/297
Special Topics in Radiation Therapy • V1-5 CR

Explores issues of special interest to students and radiation therapists. May be used as continuing education for certified Radiation Therapy Therapists. Prerequisite: Acceptance into program.

RADON 299
Individual Study in Radiation Therapy Technique • V1-5 CR

Covers a variety of topics to acquaint the radiation therapist with the role of radiation oncology in cancer management. Prerequisite: Acceptance into program.

Radiologic Technology

HEALTH SCIENCE & RELATED PROGRAMS

RATEC 101
Introduction to Radiologic Technology • 1 CR

Surveys types and operations of hospital radiology departments. Students learn medical ethics; basic radiation protection; chemistry and methods of film processing; and construction of film. Prerequisite: Acceptance into program.

RATEC 102
Radiographic Physics • 5 CR

Examines x-ray circuits, tubes, and x-ray equipment. Topics include design and application; troubleshooting and maintenance; equipment testing, image intensification, cineradiography, and advanced imaging procedures. Prerequisite: Acceptance into program or permission of instructor.

RATEC 103
Principles of Radiographic Exposure • 3 CR

Presents basic elements of radiologic technique and other factors influencing it. Format includes two hours lecture and two hours lab each week. Prerequisite: Acceptance into program or permission of instructor.

RATEC 104
Advanced Radiographic Procedures • 4 CR

Examines the theory and principles of contrast media used in radiologic examinations and special positioning. Prerequisite: Acceptance into program or permission of instructor.

RATEC 105
Introduction to Radiographic Technique • 2 CR

Introduces concepts of electromagnetic radiation necessary to understanding the production and control of x-radiation. Students learn how the radiographic image is created and what factors affect the appearance of that image. Prerequisite: Acceptance into program.

RATEC 106
Computed Imaging • 2 CR

Presents computed imaging in comparison to screen-film technology. Topics include identifying components understanding how they affect the image, and quality control. Prerequisite: Acceptance into program or permission of instructor.

RATEC 107
Positioning & Related Anatomy I • 2 CR

Presents basic positioning principles and terminology. Students get demonstration and film evaluation experience in positioning and related anatomy of the chest, abdomen, and upper extremities. Format includes one hour lecture and two hours lab each week. Prerequisite: Acceptance into program or permission of instructor.

RATEC 108
Positioning & Related Anatomy II • 3 CR

Provides demonstration and film evaluation experience in positioning and related anatomy of the spine, pelvis, and lower extremities. Format includes one hour lecture and two hours lab each week. Prerequisite: Acceptance into program or permission of instructor.

RATEC 109
Positioning & Related Anatomy III • 3 CR

Provides demonstration and film evaluation experience in positioning and related anatomy of the skull, facial bones, sinuses, and mastoids. Format includes one hour lecture and two hours lab each week. Prerequisite: Acceptance into program or permission of instructor.

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RATEC 110
Clinical Education I • 3 CR

Provides supervised clinical experience at an affiliated health care site. Beginning RATEC students are assigned to clinical education sites, 40 hours per week for 2 weeks. Students get an orientation to hospital and department procedures, participate in ancillary radiology activities, and observe and perform diagnostic radiologic procedures. Prerequisite: Acceptance into program or permission of instructor.

RATEC 111
Clinical Education II • 5 CR

Second in a series of supervised clinical education experiences. Students are assigned to clinical sites, 15 hours per week. Students observe and perform diagnostic radiologic procedures. Prerequisite: Acceptance into program or permission of instructor.

RATEC 112
Clinical Education III • 5 CR

Third in a series of supervised clinical education experiences. Students are assigned to clinical sites, 15 hours per week. Specific performance objectives are established for the student. Prerequisite: Acceptance into program or permission of instructor.

RATEC 113
Clinical Education IV • 5 CR

Fourth in a series of supervised clinical education experiences. Students are assigned to clinical sites, 15 hours per week. Specific performance objectives are established for the student. Prerequisite: Acceptance into program or permission of instructor.

RATEC 120
Nursing Procedures • 2 CR

Presents basic nursing procedures, emphasizing the role of the radiologic technologist in various patient-care situations. Incorporates seven hours of AIDS and blood-borne pathogen education. Prerequisite: Acceptance into program or permission of instructor.

RATEC 121
Patient Care • 2 CR

Examines patient care and assessment in the imaging department, as well as in other special care units. Topics include medications and their administration, acute patient care, bedside radiography, and patient lines and tubes. Healthcare Provider BLS is also included. Prerequisite: Acceptance into program or permission of instructor.

RATEC 125
Medical Terminology • 1 CR

Presents a systematic approach to medical terminology, combining word roots, prefixes, and suffixes. Prerequisite: Acceptance into program or permission of instructor.

RATEC 127
Introduction to Sectional Anatomy • 2 CR

Expands knowledge of anatomy through the introduction of transverse and sagittal orientations. Students review normal anatomy of the brain, chest, abdomen, pelvis, and neck and spine. Prerequisite: Acceptance into program.

RATEC 207
Concept Integration • 2 CR

Prepares students for the American Registry of Radiologic Technologists exam through a comprehensive review. Prerequisite: Acceptance into program or permission of instructor.

RATEC 210
Clinical Education V • 13 CR

Fifth in a series of supervised clinical education experiences. Students work 40 hours per week for 11 weeks. Specific performance objectives are established for the student. Prerequisite: Acceptance into program or permission of instructor.

RATEC 211
Clinical Education VI • 8 CR

Sixth in a series of supervised clinical education experiences. Students work at clinical sites, 24 hours per week. Specific performance objectives are established for the student. Prerequisite: Acceptance into program or permission of instructor.

RATEC 212
Clinical Education VII • 8 CR

Seventh in a series of supervised clinical education experiences. Students work at clinical sites, 24 hours per week. Specific performance objectives are established for the student. Prerequisite: Acceptance into program or permission of instructor.

RATEC 213
Clinical Education VIII • 8 CR

Sixth in a series of supervised clinical education experiences. Students work at clinical sites, 24 hours per week. Specific performance objectives are established for the student. Prerequisite: Acceptance into program or permission of instructor.

RATEC 220
Pathology I • 3 CR

Introduces changes that occur in disease and injury, with application to radiologic technology. Topics include respiratory, skeletal, gastrointestinal, and urinary systems. Prerequisite: Acceptance into program or permission of instructor.

RATEC 221
Pathology II • 2 CR

Continues RATEC 220. Students become familiar with the etiology, symptoms, prognosis, and imaging of disease processes of the cardiovascular, nervous, hemoparetic, endocrine, and reproductive systems. Prerequisite: Acceptance into program or permission of instructor.

RATEC 230
Quality Assurance • 2 CR

Presents theory and practice for operating a successful quality assurance program in a diagnostic radiology department. Students discuss the importance of quality control with respect to health care costs, radiation exposure to patients, and improvement of the diagnostic quality of films. Prerequisite: Acceptance into program or permission of instructor.

RATEC 240
Radiation Biology & Protection • 3 CR

Explores types of radiation, interaction of radiation with matter, and the effects of those interactions in human tissue. Students learn methods and principles of radiation protection for both patient and technologist. Prerequisite: Acceptance into program or permission of instructor.

RATEC 294/295/296/297
Special Topics in Radiology • V1-5 CR

Allows study of special topics that may be necessary to update students in the field of radiologic technology. Prerequisite: Acceptance into program or permission of instructor.

Real Estate

CONTINUING EDUCATION

R EST 130
Principles of Real Estate • 5 CR

Entry-level course in real estate designed for buyers, sellers, investors, and those persons desirous of obtaining a real estate salesperson license. Fulfills the Washington State 60 clock-hour "fundamentals" requirement and prepares the student for the Washington State Real Estate Salesperson Exam. Covers legal titles and instruments, finance, appraisal, contracts, agency and land economics. R EST 130 is recommended prior to taking any other real estate course.

R EST 131
Real Estate Finance • 3 CR

Students learn the policies, problems, and methods involved in financing real property. Covers loans and lenders, debt and security, money markets, financing alternatives, and institutional and governmental sources of funds. Recommended: R EST 130.

R EST 133
Real Estate Law • 3 CR

Introduces common law and Washington statutes governing real estate. Other topics include acquisition, encumbrances, transfer, and rights and obligations of the parties. Course is required for those seeking a Washington State Brokers License. Recommended: R EST 130.

R EST 134
Real Estate Sales Practices • 3 CR

Essentials of salesmanship and advertising specifically as it relates to real estate. Students learn the qualification of clientele, listings, sales techniques and agreements, agency relationships, and time management.

R EST 135
Real Estate Forecasting & Economics • 3 CR

Economic principles, projecting tools, and data sources are applied to the forecasting of supply and demand in the real estate market. Deals with the effects of growth management legislation, environmental factors, and other impacts on real estate values. Recommended: R EST 130.

R EST 136
Real Estate Agency & Ethics • 3 CR

Covers the potential liability that exists with conflicting interests and multiple agency representation. Topics include agency relationships, agency law, and the study of ethical considerations in real estate. Emphasis is placed on a case-study approach. Recommended: R EST 130.

R EST 137
Real Estate Financial Calculator • 1.5 CR

Introduces the student to calculator functions and the input of data to achieve a desired result. The course incorporates basic real estate investment and financial data to obtain an investment strategy analysis. Course uses the HP12C calculator. Recommended: R EST 130.

R EST 140
Standards of Professional Appraisal Practice • 1.5 CR

Focuses on the requirements for ethical behavior and competent performance set forth in the Uniform Standards of Professional Appraisal Practice under Washington state law as administered by the Department of Licenses, Appraisal Division. The course is currently required for appraisers every two years.

R EST 141
Foundations of Real Estate Appraisal • 3 CR

An introductory course required for appraiser licensing and certification. Provides the foundation necessary to progress through increasing complex course work. Real estate professionals learn the basic understanding of appraising and appraisal methods. Recommended: R EST 130.

R EST 142
Appraisal of Residential Property • 3 CR

Students acquire a working knowledge of the procedures and techniques required to estimate the value of single-family residences by using the market data approach to appraising. This is the second course in the appraiser certification series. Recommended: R EST 141.

R EST 143
Real Estate Appraisal Methods • 3 CR

Course focuses on the particular aspects of property that create value. Emphasizes the methods used to apply the sales comparison on cost approaches. Direct capitalization is demonstrated with emphasis on income/expense analysis. This is the third class in the appraiser certification series. Prerequisite: R EST 143 or permission of instructor.

R EST 144
Appraising Income Property: Capitalization • 3 CR

Students learn the procedures used to analyze data to derive sound value estimates for income producing properties. Topics include the significance of data, the derivation of information, and the interpretation and testing of mathematical conclusions. This is the fourth class in the appraiser certification series. Prerequisite: R EST 143 or permission of instructor.

R EST 146
Appraising Apartments • 3 CR

Covers the appraisal of multi-family dwellings with particular emphasis on the small (2-20 units) building. Students are expected to complete appraisal reports on a small and medium size apartment structure. Prerequisite: R EST 143 or permission of instructor.

R EST 150
Real Estate Business Management • 3 CR

Covers the considerations and strategies necessary to open ones own business. Recommended for real estate agents--especially 100% agents, appraisers, and mortgage loan officers. Topics include business planning and financing, site location, technology, office management, marketing, and growth and strategic planning. R EST 150 is required for the Washington State Real Estate Brokers Exam.

R EST 151
Real Estate Brokerage Management • 3 CR

Students learn the legal requirements and liabilities involved in operating a real estate brokerage. Topics include trust accounting and record keeping, recruitment and training, agent retention, and productivity. R EST 151 is required for the Washington State Real Estate Brokers Exam. Prerequisite: R EST 130 or sales license.

R EST 160
Real Estate Escrow • 3 CR

Covers the basic concepts of closing a real estate transaction. Students learn to deal with title problems, lien rights, escrow and agency law, and the accounting function of escrow. Students study the interrelationships of escrow, real estate, mortgage lending, and law. Problem cases covered in the course include cash, contract and assumption sales, and conventional, FHA and VA mortgage loans. Recommended: R EST 130.

R EST 161
Advanced Real Estate Escrow • 3 CR

Continues R EST 160 and covers more complicated areas of escrow. Topics include exchanges, wraps, mobile homes, personal property, equity interests, condos and co-ops, and various mortgage closings. Prerequisite: R EST 160 or permission of instructor.

R EST 165
Land Titles Insurance & Clearance • 3 CR

Beginning course in the title insurance series for mortgage loan officers and processors, escrow officers and closers, and real estate agents. Topics include title insurance and coverage, liens, exceptions, and clouds that affect real property, formal and informal methods of title clearance, and legal rights and responsibilities. Recommended: R EST 130.

R EST 166
Land Titles: Examining • 3 CR

Covers the why, what, where, and how of searching land titles. Students compile all relevant data from public records and examine titles for all insurable and uninsurable matters including liens, court matters, and other encumbrances. A "chain of title" is constructed. Recommended: R EST 130.

R EST 167
Land Titles: Underwriting • 3 CR

Through lecture and case study students learn about title underwriting problems including encroachments, legal authority, marital status, probate, liens, homestead, foreclosure, bankruptcy, easements, wetlands, and many others. Risk, insurability, and/or amelioration are balanced. Prerequisite: R EST 166 or permission of instructor.

R EST 170
Mortgage Loan Underwriting • 3 CR

Covers the process of mortgage loan assessment and approval/rejection, and the analysis of assets, income, credit, and debt. Other topics include FHA, VA and conventional mortgages and FNMA guidelines. Students conduct risk analyses of mortgage case files. Recommended: R EST 130 or currently employed in escrow or related mortgage field.

R EST 171
Mortgage Loan Processing • 3 CR

Students learn the basics of processing various types of FHA, VA and conventional mortgage loans. Topics include buyer qualifications, credit, income and asset verification, balancing speed and accuracy, dealing with realty agents, escrow and mortgage loan officers, and the idiosyncrasies of lenders. Course is recommended for all escrow and mortgage personnel. Recommended: R EST 130.

R EST 172
Mortgage Loan Officer • 3 CR

Prepares students for a career in mortgage lending as a real estate loan officer. Topics include all applicable FNMA requirements and documents, the basic loans, consumer benefits, and borrower qualifications. The student also creates a personal marketing plan. Recommended: R EST 130 and 150.

R EST 230
Commercial Real Estate Practices • 3 CR

Designed for the potential commercial investor or agent. Focuses on the various types of commercial real estate dealings and investments. Students examine industrial, office, and retail leasing: investment, mobile home, and apartment sales. Thirty clock hours. Recommended: R EST 130.

R EST 231
Commercial Real Estate Finance • 3 CR

The methods and patterns of financing leasehold and fee title interests of various types of commercial properties are studied. Topics include retail, office and industrial properties, shopping centers, mobile home parks, and land development. Recommended: R EST 130.

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R EST 232
Commercial Leasing • 3 CR

Assists the real estate practitioner to match users and properties through the interview process; to develop marketing techniques for various types of properties; and to understand commercial lease clauses to better serve the owner and tenant of the properties. The following types of property and their respective lease terms are analyzed: office, retail, distribution, warehouse, and medical. Recommended: R EST 130.

R EST 233
Real Estate Exchanges • 1.5 CR

Provides an introduction into basic real estate exchange methods and formats while identifying attendant tax benefits. Students reviews IRC 1031 and 1034 regulations, adjustment of basis, identification of unlike property, and cash flow analysis methods. Recommended: R EST 130.

R EST 234
Real Estate Foreclosures • 1.5 CR

Examines the legal and judicial foreclosure process. Includes the statutes and common law affecting the foreclosure of real property and an examination of the financial and value judgments necessary to determine whether the purchase of a foreclosed property is a viable investment.

R EST 235
Real Estate Investment Strategy • 3 CR

Students learn the fundamentals of analyzing real estate investments. Covers the various elements in the analysis process and their interrelationships. Students examine how the investments and their changing characteristics relate to their own goals and financial circumstances. Recommended: R EST 130.

R EST 240
Land Planning & Development • 3 CR

Introduces students to legislation, ordinances, and procedural requirements involved in land use and development processes. Topics include areas of zoning, subdivision, comprehensive planning, environmental and land use legislation, highest and best/most probable use, and building and land economics. Prerequisite: R EST 130 or sales license or permission of instructor.

R EST 241
Advanced Land Planning & Development • 3 CR

A continuation of R EST 240. Covers residential subdivision and commercial development through case studies, problem analysis, and income evaluation on site-specific developments. Prerequisite: R EST 240 or permission of instructor.

R EST 251
Residential Property Management • 4 CR

Geared to the professional property manager, rather than the on-site manager, and covers the management of all types of residential and multi-residential properties. Additional outside class time is required for development of an apartment management plan. Course is identical to the Institute of Real Estate Management Course 202 and successful students receive an additional five elective credits toward a Certified Property Manager (CPM) designation.

R EST 252
Commercial Property Management • 3 CR

Focuses on the application of the management, operation, and leasing procedures of shopping centers, offices and medical buildings, and industrial properties. Course is identical to the Institute of Real Estate Management Course 203 and successful students receive an additional five elective credits toward a Certified Property Manager (CPM) designation.

R EST 260
Commercial Escrow • 3 CR

The third course in the escrow series. Students learn to deal with the escrowing of income producing entities and non-standard properties. Topics include business escrow, industrial and shopping complexes, developmental properties, and farm and land escrows. Prerequisite: R EST 161 or permission of instructor.

R EST 299
Individual Studies in Real Estate • V1-10 CR

Covers directed readings, special projects, and independent study by an individual student. Prerequisite: Approval by Real Estate Director.

Recreation Leadership

HEALTH SCIENCE & RELATED PROGRAMS

RECED 154
Recreational Resources • 5 CR

Presents the history, philosophy, and theory of play. Topics include types of organizations and facilities and the economic importance of recreation. Format includes field trips and guest lectures.

RECED 244
Camp Counseling • 3 CR

Surveys organized camping in America. Topics include counselor qualifications and responsibilities and planning, organizing, and operation of camping programs. Students practice leadership skills in a class laboratory and camp setting.

RECED 245
Recreational Use of Art Crafts • 3 CR

Covers various craft media in terms of age groups, hobby interests, and cost of equipment and materials.

RECED 254
Practicum in Playground Leadership • 3 CR

Introduces methods and materials for leading playground activities. Students learn techniques of program planning, organization, and operation, and gain directed on-the-job experience.

RECED 274
Practicum in Social Recreation • 2 CR

Introduces methods and materials used for planning and conducting social activities. Students get directed on-the-job experience in recreational activities with adults.

RECED 290
Therapeutic Recreation • 5 CR

Introduces the history and philosophy of therapeutic recreation for individuals with disabilities. Students focus on understanding the basic problems, needs, and strengths of all disability groups in relation to developing and implementing a therapeutic recreation program. Format includes field trips to local agencies and a practicum component.

Sociology

SOCIAL SCIENCE DIVISION

SOC 105
Sociology of Black Americans • 5 CR

Surveys the socio-historical background of Black Americans. Topics include Black culture, institutions, roles, and functions in larger political and stratification systems, and the Black movement as a force for social change.

SOC 110
Introduction to Sociology • 5 CR

Introduces the scientific study of human interaction and groups in modern societies. Students learn sociological theories and research methods and apply them to social behavior, social structures, cultures, and institutions. Students explore the interrelationships between individuals and groups. Includes discussion of inequalities and deviance.

SOC 170
Social Problems of Contemporary Society • 5 CR

Using active and cooperative learning, students analyze the social-structural foundations of and solutions to contemporary social problems. Students investigate issues such as inequalities based on social class, race, gender, and other categories. Designed for the entering student.

SOC 194/195/196/197
Special Topics in Sociology • V1-10 CR

Covers supplementary or unusual classes related to the field. Topics are announced in the class schedule.

SOC 198
Seminar in Sociology • V1-10 CR

Includes seminars, workshops, etc., for which college credit is offered.

SOC 199
Individual Studies in Sociology • V1-10 CR

Covers directed readings, special projects, and independent study by an individual student. May be repeated for a maximum of 15 credits. Prerequisite: Permission of instructor.

SOC 220
Introduction to Social Research • 5 CR

Explores the process and uses of social and behavioral science research. Topics include developing research questions, formulating hypotheses, and collecting and analyzing data. Designed for students in social sciences and health sciences. Prerequisite: Five credits in social science with a C- grade or higher; or permission of instructor.

SOC 240
Social Psychology • 5 CR

Examines the actions of individuals and groups in a social context. Topics include the influence of social learning on attitudes, perception, and personality; persuasion; conflict; attraction; altruism; and aggression. Same as PSYCH 240. Either SOC 240 or PSYCH 240 may be taken for credit, not both. Prerequisite: SOC 110 or PSYCH 100; or permission of instructor.

SOC 255
Marriage & the Family • 5 CR

Examines the family as an institution and mode of personal living. Topics include marital adjustment, parent-child relationships, and patterns of family organization. Prerequisite: SOC 110, PSYCH 100, or ANTH 100; or permission of instructor.

SOC 256
Introduction to Sex & Sexuality • 5 CR

An active learning class using a sociological perspective and empirical research to analyze knowledge, attitudes, and behavior related to sex and sexuality. Prerequisite: SOC 110, PSYCH 100, or ANTH 100; or permission of instructor.

SOC 262
Racial & Ethnic Group Relations • 5 CR

Analyzes selected racial and ethnic group relations in the world. Students examine both dominant and subordinate groups. Prerequisite: SOC 110, PSYCH 100, or ANTH 100; or permission of instructor.

SOC 265
The Urban Community • 5 CR

Analyzes the structures and activities of urban communities. Students investigate major problems presented by urban environments and the sources and effectiveness of attempts at change. Prerequisite: SOC 110, ANTH 100, POLSC 101, or POLSC 102; or permission of instructor.

SOC 270
Social Disorganization & Deviant Behavior • 5 CR

Studies the structure and process of deviance in social groups. Students discuss historical as well as contemporary examples. Prerequisite: SOC 110, ANTH 100, POLSC 101, POLSC 102, or PSYCH 100; or permission of instructor.

SOC 294/295/296/297
Special Topics in Sociology • V1-10 CR

Covers supplementary or unusual classes related to the field. Topics are announced in the class schedule.

SOC 298
Seminar in Sociology • V1-10 CR

Includes seminars, workshops, etc., for which college credit is offered.

SOC 299
Individual Studies in Sociology • V1-10 CR

Covers directed readings, special projects, and independent study by an individual student. May be repeated for a maximum of 15 credits. Prerequisite: Permission of instructor.

Speech

ARTS & HUMANITIES DIVISION

SPCH 100
Basic Principles of Oral Communication • 5 CR

Explores effective communication in one-to-one, small group, and one-to-many settings. Students analyze their communication skills and practice techniques to become more effective. Format includes public speaking experience.

SPCH 102
Survey of Speech Communication • 5 CR

Introduces a variety of communication processes to give a basic understanding of speech communication. Students explore interpersonal, small group, and intercultural communication.

SPCH 103
Communication & Culture A • 2 CR

Course studies the effect that culture has on the communication process. Students learn why and how cultures differ and how the differences affect the communication process. Students demonstrate competencies through group projects, e-mail learning journals, and classroom activities. Prerequisite: Completion of English Language Institute Level 5, Integrated Skills, with a grade of A or B; or completion of Level 4 or 5, Integrated Skills, with a 493 or 497 on the TOEFL plus teacher recommendations or special recommendation by the ELI (or equivalent for students not studying at BCC or an international student visa issued through the ELI.)

SPCH 104
Communication & Culture B • 3 CR

Course studies the effect that culture has on the communication process. Students learn about the different elements of cultural patterns, cultural orientation, and communication styles. Students practice skills that contribute to intercultural competence. This competence is demonstrated through computer presentations, e-mail journals, and classroom activities. Prerequisite: Completion of English Language Institute Level 5, Integrated Skills, with a grade of A or B; or completion of Level 4 or 5, Integrated Skills, with a 493 or 497 on the TOEFL plus teacher recommendations or special recommendation by the ELI (or equivalent for students not studying at BCC or an international student visa issued through the ELI.)

SPCH 195
Special Topics in Speech • V1-5 CR

Allows specialized study of a subject supplementing the speech communication curriculum. Topics are announced in the class schedule. May be repeated for a maximum of 15 credits.

SPCH 200
Interpersonal Communication • 5 CR

Focuses on interpersonal communication in relationships. Students explore perception, language, self-concept, self-disclosure, listening, and conflict resolution management, and experience the concepts through class activities.

SPCH 220
Introduction to Public Speaking • 5 CR

Presents the essentials of effective public speaking. Students explore topic selection, research methods, organization, analysis of material and audience, and use of visual aids, and practice preparing and delivering various types of speeches.

SPCH 225
Small Group Communication • 5 CR

Explores effective communication in small groups. Students examine aspects of group process, including leadership, conflict management, decision-making, conformity, and critical thinking. Students work in groups to test theories and practice skills. Fulfills social science course requirement at BCC.

SPCH 230
Intercultural Communication • 5 CR

Examines the effect of culture on the communication process. Students learn about the influence of culture on communication styles, language, and non-verbal communication. Students practice skills that contribute to intercultural competence.

SPCH 240
Oral Interpretation of Literature • 5 CR

Course focuses on the study of literature through analysis, performance, storytelling, writing, and discussion. Students will examine a variety of literature that explores the human social condition and the complex relations among individuals, community, and culture. Prerequisite: Recommended: ENGL 101, 201, 270, 271, or 272.

SPCH 285
Nonverbal Communication • 5 CR

Examines non-verbal behavior and its role in the communication process. Topics include body language, space, touch, dress, and cultural norms. Students analyze their own non-verbal communication techniques.

SPCH 294/295/296/297
Special Topics in Speech • V1-5 CR

Allows specialized study of a subject supplementing the speech communication curriculum. Topics are announced in the class schedule. May be repeated for a maximum of 15 credits.

SPCH 299
Individual Studies in Speech Communications • V1-5 CR

Covers directed readings, special projects, and independent study by an individual student.

Technical Support

BUSINESS DIVISION

TECH 170
Problem-Solving Strategies • 5 CR

Presents a wide variety of strategies to build skill in problem solving. Students practice creative/lateral thinking techniques and communication skills to approach technical and non-technical problems. Prerequisite: Placement by assessment into ENGL 101; or ENGL 092 or 093 with a C- or better. Recommended prerequisite: BTS 161.

TECH 215
PC Analysis and Configuration I • 5 CR

Presents the basics of PC hardware and software installation and configuration. Topics include installation of operating systems and basic troubleshooting techniques, BIOS, IDE, system optimization, motherboards, printers, and CMOS set-up. Students gain hands-on instruction. Course includes about 50% of the competencies required for A+ certification. Prerequisite: Placement by assessment into ENGL 101; or ENGL 092 or 093 with a C- or better. Recommended: BTS 161 or equivalent course work or experience.

TECH 217
PC Analysis and Configuration II • 5 CR

Presents in-depth PC hardware and software installation and configuration. Topics include DOS and Windows configuration, memory management, advanced troubleshooting, communications, introductory network installation and configuration, basic electrical concepts and measurement, IRQs, DMA, and I/O addresses. Includes hands-on instruction. Course includes about 50% of the competencies required for A+ certification. Prerequisite: TECH 215 at BCC with a C- or better; or entry code.

TECH 289
Portfolio Evaluation of Work Experience • 4 CR

Provides an opportunity to document problem solving skills in a professional portfolio. Students work independently to prepare portfolio materials demonstrating their skills and experience. The student must have at least six months of full-time job experience in a position closely related to the anticipated IT degree and must be on track to graduate within two academic quarters. Course is graded "credit/no credit." Prerequisite: Entry code.

TECH 293
Technical Support Internship I • 4 CR

First in a two-quarter technical support internship on campus. Students provide technical assistance to BCC faculty and staff via phone and on-site visits. For IT degree students only. Provides non-paying, credit-earning, on-the-job experience. Course is graded "credit/no credit." Prerequisite: Entry code.

TECH 294
Technical Support Internship II • 4 CR

Continues IT 293, for additional non-paying, credit-earning, on-the-job experience in technical support. For IT degree students only. Prerequisite: IT 293 at BCC; and an entry code.

Translation

CONTINUING EDUCATION

The Interpretation and Translation programs are a cooperative effort between Bellevue Community College and the Translation and Interpretation Institute. The T&I program is intended for bilingual students. Non-credit courses are also available. For more information call (425) 564-3171.

TRANS 103
Fundamentals of Translation • 3 CR

Learn basic translation techniques and the process of translation. Includes a practical review of the English writing, editing, and proofreading skills necessary to produce clear, and polished translations. Prerequisite: Acceptance into program; bilingual proficiency.

TRANS 109
Advanced Translation Workshop I • 3 CR

Hands-on experience in the translation, editing, and finalization of actual commercial texts. Texts are drawn from a variety of fields including sci-tech, legal, commercial, and medical. Emphasis is on professional presentation. Included is a team translation project. Prerequisite: Acceptance into program; bilingual proficiency.

TRANS 110
Advanced Translation Workshop II • 3 CR

Hands-on experience in the translation, editing, and finalization of actual commercial texts. Texts are drawn from a variety of fields including sci-tech, legal, commercial, and medical. Emphasis is on professional presentation. Included is a team translation project. Prerequisite: Acceptance into program; bilingual proficiency.

TRANS 112
Translation Practicum • 1 CR

Supervised, 25-hour translator practicum or mentorship with an agency, experienced freelancer, corporation, or at the student's work place. Associated with a five-hour professional seminar for participating students. Prerequisite: Acceptance into program; bilingual proficiency.

Video Production

BUSINESS DIVISION

This program allows students the opportunity to develop a working skill set in both traditional and digital video production. Course work includes gaining competency in the use of non-linear digital editing software and distributing video over the web.

VIDEO 112
Video Foundations • 5 CR

Introduces the basics of video production utilizing a personal camcorder and video editing equipment. Students study video technologies, basic equipment operation, video composition, basic lighting and audio, production planning, and visual storytelling. Students work in groups to create video projects utilizing post-production editing. Prerequisite: MEDIA 109 at BCC with a C- or better. Same as COMM 112. Either VIDEO 112 or COMM 112 may be taken for credit, not both.

VIDEO 122
Audio & Recording I • 5 CR

Introduces basic audio for use in video and computer media applications. Topics include basic sound characteristics, microphones, single and multi-track recording techniques, and sound reinforcement and enhancement. Students work on a production team to complete audio productions. Prerequisite: MEDIA 109 at BCC with a C- or better; or entry code.

VIDEO 210
Video Editing & Streaming • 5 CR

Covers computer-based video editing technologies. Topics include creation of digital video productions for inclusion in multimedia and web applications such as QuickTime and creation of video productions using digital non-linear editing technology. Prerequisite: VIDEO 112 at BCC with a C- or better; or entry code.

BCC programs and curricula are subject to change. For the most up-to-date information about course content and degree or certificate requirements, go to ***www.bcc.ctc.edu***

VIDEO 213
Audio & Recording II • 5 CR

Covers the acquisition, recording, processing, mixing, and distribution of digital audio for media applications. Students get hands-on practice working in multimedia, web, and digital video environments. Format includes readings, lectures, demonstrations, and audio-related projects in various digital media. Prerequisite: VIDEO 112 and 122, and WEBMM 110 at BCC with a C- or better; or entry code.

VIDEO 215
Video Field Production • 5 CR

Continues VIDEO 112 in a field setting, including intermediate and advanced shooting and editing techniques. Students practice field lighting and audio, production budgeting and planning, script writing, and storyboarding. Student production teams create professional-quality video productions. Prerequisite: VIDEO 112 at BCC with a C- or better; or entry code.

VIDEO 218
Video Studio Production • 5 CR

Continues VIDEO 112 in a video production studio setting. Students learn studio production planning, lighting, and audio along with basic video engineering. Students practice all crew positions, including floor director, camera operator, lighting technician, audio technician, technical director, and program director. Prerequisite: VIDEO 112 at BCC with a C- or better; or entry code.

VIDEO 221
Intermediate Video Production • 5 CR

Presents production techniques for a variety of video applications, including theatrical, news gathering, informational, and documentary-style productions. Students focus on pre-production planning and combining studio and field production into a final presentation, and help produce programming for the college cable channel. Prerequisite: VIDEO 112, 215, and 218 at BCC with a C- or better; or entry code.

VIDEO 224
Motion Graphics I • 5 CR

Introduces the fundamentals of motion graphics. Students gain experience in using basic motion graphics tools and processes to develop simple motion graphics products, and use basic special effects and edit motion graphics pieces to convey message and mood. Prerequisite: ANIM 121 and VIDEO 112 at BCC with a C- or better; or entry code.

VIDEO 225
Motion Graphics II • 5 CR

Develops knowledge and skills to create professional motion graphics products in a production team environment. Students gain proficiency in the use of basic and advanced features of graphic motion computer tools in order to develop integrated and seamless video products, and create professional broadcast products for specific applications. Prerequisite: VIDEO 224 at BCC with a C- or better; or entry code.

VIDEO 271
Production Systems • 4 CR

Presents a systematic approach to production management and operations. Students analyze the systems within BCC-TV operations and learn to work effectively as production team members. Requires basic word-processing skill. Prerequisite: Acceptance into Production Assistant Certificate Program.

VIDEO 272
Technical Operation for Video • 4 CR

Covers set-up and operation of BCC-TV studio and field equipment. Students work with video recorders, audio systems, lighting systems, character generator, field cameras and tripods, and editing systems. Also introduces computer animation program and A/B-roll linear editor. Prerequisite: Acceptance into Production Assistant Certificate Program.

VIDEO 273
Production Practicum I • 4 CR

Gives practical experience as camera operator, audio technician, control room technician, or other crewmembers for designated productions. Students also learn to operate various stations in the Channel 28 headend (including duplication, computer graphics, satellite downlinking). Prerequisite: Acceptance into Production Assistant Certificate Program.

VIDEO 274
Production Design • 4 CR

Presents a systems approach to the production process. Topics include design, treatments, storyboards, publicity, budgets, and scripts; scouting locations and assembling a crew; compiling and analyzing audience profiles, impact, and feedback; increasing audio, video, and post-production values; ethics and integrity. Prerequisite: Acceptance into Production Assistant Certificate Program.

VIDEO 275
Computer-Video Integration I • 4 CR

Covers the operation of computer animation software to create function animations and the use of linear and non-linear editor systems. Prerequisite: Acceptance into Production Assistant Certificate Program.

VIDEO 276
Production Practicum II • 4 CR

Provides experience in editing programs and functioning in crew positions. Students use linear and non-linear editing systems; function as technical director, floor director, and assistant producer or director; organize and operate videoconferences; and create publicity materials using desktop publishing software. Prerequisite: Acceptance into Production Assistant Certificate Program.

VIDEO 277
Production Management • 4 CR

Covers elements of directing fiction and non-fiction programming. Topics include writing scripts and developing characters; staging; camera work; and directing interviews, demonstrations, and commercials. Prerequisite: Acceptance into Production Assistant Certificate Program.

VIDEO 278
Computer-Video Integration II • 4 CR

Covers advanced applications of computer animation programs, word processing programs, and digital video switcher for television and business. Prerequisite: Acceptance into Production Assistant Certificate Program.

VIDEO 279
Production Practicum III • 4 CR

Provides experience in advanced-level production processes. Topics include client interviews; content development and research; audience and purpose; timelines and budgets; production book management; location and studio supervision and direction; post-production requirements; and program evaluation. Prerequisite: Acceptance into Production Assistant Certificate Program.

VIDEO 280
Production Portfolio • 3 CR

Allow students to design resumes and portfolios and develop employment strategies. Students design production resumes; compile and edit resume videotapes; create written resumes; practice job-search networking, and conduct job interviews. Prerequisite: Acceptance into Production Assistant Certificate Program.

VIDEO 281
Career Preparation • 6 CR

Allow students to identify and secure an internship in media production and complete a contract of employment. Prerequisite: Acceptance into Production Assistant Certificate Program.

VIDEO 282
Production Practicum IV • 3 CR

Provides experience on multiple production projects. Students seek out and create projects, work with producers to develop concepts, oversee production quality, and evaluate results and audience feedback. Prerequisite: Acceptance into Production Assistant Certificate Program.

Web Multimedia Authoring

BUSINESS DIVISION

Web Multimedia Authoring is a combination of web page design, scripting, and streaming media. Students will have an opportunity to learn how to author dynamic web pages using the most current technologies. They will also learn to create interactive web presentations and stream content from a web server.

WEBMM 110
Web Multimedia Foundations • 5 CR

Surveys the multimedia information and communication capabilities available via the Internet. Students learn how to locate, access, and retrieve a variety of media including text, images, audio, and video, and how to develop web resources using HTML. Prerequisite: MEDIA 109 at BCC with a C- or better; or an entry code.

BCC programs and curricula are subject to change. For the most up-to-date information about course content and degree or certificate requirements, go to ***www.bcc.ctc.edu***

WEBMM 210
Web Tools • 5 CR

Course teaches students to use basic and intermediate features of Web HTML editing tools, such as Macromedia DreamWeaver and similar software, to create and manage dynamic websites. Topics include formatting text, inserting images, using tables and frames, adding layers and behaviors, using animation tools, ways to customize and extend functionality, and database integration. Prerequisite: ANIM 121, IDEV 111, and WEBMM 110 at BCC with a C- or better.

WEBMM 220
Web Multimedia Authoring I • 5 CR

Students learn the basic concepts, history, and role of XML-based web multimedia approaches such as SMIL and SVG. Students develop presentations based on the SMIL language targeted to the various media players/browsers, integrating video clips, rolling text documents with hyperlink, background music, animation sequences, and slideshows of still and moving images with narration. Prerequisite: ANIM 121 and WEBMM 110 at BCC with a C- or better or entry code.

WEBMM 222
Multimedia Authoring II • 5 CR

Students learn and practice the principles of multimedia authoring using software similar to Flash as a development tool. Emphasis is placed on good planning and production practices, and on effective user interface design. Prerequisite: WEBMM 110 and ANIM 121 at BCC with a C- or better.

WEBMM 225
Multimedia Authoring III • 5 CR

Continues WEBMM 220. Includes development skills in a web production team environment. Emphasis is placed on the integration of various streaming media technologies, and the application of databases to web multimedia. Students link databases, and integrate a variety of coding and scripting technologies to enhance the functionality and flexibility of web multimedia presentations. Prerequisite: IDEV 211, WEBMM 220, and WEBMM 222 at BCC with a C- or better, or entry code.

WEBMM 230
Web Design & Development I • 5 CR

Introduces fundamental concepts and techniques of designing and producing content for the World Wide Web. Students learn to use HTML, graphics applications, and browser delivery. Prerequisite: WEBMM 110, IDEV 111 and ANIM 121 at BCC with a C- or better; or entry code.

WEBMM 231
Web Design & Development II • 5 CR

Continues WEBMM 230. Includes development skills in a web production team environment. Emphasis is placed on web performance tuning, and the application of databases to web development. Students link databases to websites, and pull web data and content in and out of databases; integrate a variety of coding and scripting technologies to enhance the functionality and flexibility of websites. Introduces issues and practices of web transactions for e-commerce applications. Prerequisite: IDEV 111, WEBMM 230, and IDEV 211 at BCC with a C- or better; or entry code.

WEBMM 271
Production Systems • 4 CR

Presents a systematic approach to production management and operations. Students analyze the systems within BCC-TV operations and learn to work effectively as production team members. Requires basic word-processing skill. Prerequisite: Acceptance into Production Assistant Certificate Program.

WEBMM 272
Technical Operations for Web Multimedia • 4 CR

Develops students' working knowledge of operating procedures, equipment, software applications, and technologies used to develop web multimedia applications. Prerequisite: Acceptance into Web Multimedia Advanced Track Program and permission of instructor.

WEBMM 273
Production Practicum I • 4 CR

Gives practical experience as camera operator, audio technician, control room technician, or other crewmembers for designated productions. Students also learn to operate various stations in the Channel 28 headend (including duplication, computer graphics, satellite downlinking). Prerequisite: Acceptance into Production Assistant Certificate Program.

WEBMM 274
Production Design • 4 CR

Presents a systems approach to the production process. Topics include design, treatments, storyboards, publicity, budgets, and scripts; scouting locations and assembling a crew; compiling and analyzing audience profiles, impact, and feedback; increasing audio, video, and post-production values; ethics and integrity. Prerequisite: Acceptance into Production Assistant Certificate Program.

WEBMM 275
Advanced Web Multimedia I • 4 CR

Advances student technical skills to an intermediate level by incorporating advanced multimedia objects and functions in web applications. Prerequisite: Acceptance into Advanced Track Program.

WEBMM 276
Production Practicum II • 4 CR

Provides experience in editing programs and functioning in crew positions. Students use linear and non-linear editing systems; function as technical director, floor director, and assistant producer or director; organize and operate videoconferences; and create publicity materials using desktop publishing software. Prerequisite: Acceptance into Production Assistant Certificate Program.

WEBMM 277
Production Management • 4 CR

Covers elements of directing fiction and non-fiction programming. Topics include writing scripts and developing characters; staging; camera work; and directing interviews, demonstrations, and commercials. Prerequisite: Acceptance into Production Assistant Certificate Program.

WEBMM 278
Advanced Web Multimedia II • 4 CR

Advances student technical skills in programming for the web and in the integration of database objects in web applications. Prerequisite: Acceptance into Advanced Track Program.

WEBMM 279
Production Practicum III • 4 CR

Provides experience in advanced-level production processes. Topics include client interviews; content development and research; audience and purpose; timelines and budgets; production book management; location and studio supervision and direction; post-production requirements; and program evaluation. Prerequisite: Acceptance into Production Assistant Certificate Program.

WEBMM 280
Production Portfolio • 3 CR

Allow students to design resumes and portfolios and develop employment strategies. Students design production resumes; compile and edit resume videotapes; create written resumes; practice job-search networking, and conduct job interviews. Prerequisite: Acceptance into Production Assistant Certificate Program.

WEBMM 281
Career Preparation • 6 CR

Allow students to identify and secure an internship in media production and complete a contract of employment. Prerequisite: Acceptance into Production Assistant Certificate Program.

WEBMM 282
Production Practicum IV • 3 CR

Provides experience on multiple production projects. Students seek out and create projects, work with producers to develop concepts, oversee production quality, and evaluate results and audience feedback. Prerequisite: Acceptance into Production Assistant Certificate Program.

College Policies

STUDENT CODE

The complete text of the Student Code is available by request at the Office of the Dean of Student Services.

Bellevue Community College is maintained by the state of Washington for the purpose of providing its students with appropriate learning programs which will facilitate the orderly pursuit and achievement of their educational objectives. The college is dedicated not only to learning and the advancement of knowledge but also to the development of ethically sensitive and responsible persons through policies which encourage independence and maturity.

The student is in the unique position of being a member of the college community and the community at large. Admission to the college carries with it the expectation that students:

1. will respect the laws of the community, state, and nation;
2. will adhere to college rules and regulations which assure the orderly conduct of college affairs;
3. will maintain high standards of integrity and honesty;
4. will respect the rights, privileges, and property of other members of the college community; and
5. will not interfere with legitimate college affairs.

Bellevue Community College may apply sanctions or take other appropriate action only when student conduct directly and significantly interferes with the college's:

1. primary educational responsibility of ensuring the opportunity of all members of the college community to attain their educational objectives;
2. subsidiary responsibilities of protecting property, keeping records, providing services, and sponsoring non-classroom activities such as lectures, concerts, athletic events, and social functions.

An atmosphere of learning and self-development is created by appropriate conditions in the college community. The rights, freedoms, and responsibilities in this document are critical ingredients toward the free, creative, and spirited educational environment to which the students, faculty, and staff of Bellevue Community College are committed.

Rights and freedoms specifically provided under the Student Code include:

- Academic freedom
- Due process
- Distribution and posting of literature
- Off-campus speakers
- Incidental sales
- Commercial activities
- Fund-raising

Students are guaranteed rights of free inquiry, expression, and peaceful assembly upon and within college facilities that are generally open and available to the public. Students and other members of the college community shall always be free to express their views or support causes by orderly means which do not disrupt the regular and essential operation of the college.

Actions specifically prohibited by the Student Code include:

- Being under the influence of alcohol
- Possessing, using, selling, or being under the influence of narcotic drugs and controlled substances
- Illegal entry
- Forgery or alteration of records
- Illegal assembly
- Malicious mischief
- Failure to follow instructions
- Physical abuse
- Assault
- Disorderly or abusive conduct
- Possession or use of weapons
- Lewd conduct
- False alarms
- Cheating and plagiarism
- Sexual harassment
- Theft or robbery
- Unauthorized use of college property
- Refusal to provide identification
- Smoking in an area not designated for smoking
- False complaint.

The college may apply sanctions or take other appropriate action as defined in WAC 132H-120-200. Disciplinary action proceedings shall determine whether and under what conditions the violator may continue as a student of the college.

Records of all disciplinary cases shall be kept in the office of the Dean of Student Services. Except in proceedings wherein the student is exonerated, all documentary or other physical evidence produced or considered in disciplinary proceedings and all recorded testimony shall be preserved for not more than five years. No record of proceedings wherein the student is exonerated, other than the fact of exoneration, shall be maintained in the student's file or other college repository after the date of the student's graduation.

HAZING

Hazing means any method of initiation into a student organization or living group or any pastime or amusement engaged in with respect to such an organization or living group that causes, or is likely to cause, bodily danger or physical harm, or serious mental or emotional harm, to any student or other person attending any institution of higher education or post-secondary institution. Hazing is prohibited.

Any organization, association or student living group that knowingly permits hazing shall:

a. be liable for harm caused to persons or property resulting from hazing, and
b. be denied recognition by Bellevue Community College as an official organization, association, or student living group on the Bellevue Community College campus. If the organization, association, or student living group is a corporation, whether for profit or nonprofit, the individual directors of the corporation may be held individually liable for damages.

A person who participates in the hazing of another shall forfeit any entitlement to state-funded grants, scholarships, or awards for not less than one academic quarter and up to and including permanent forfeiture, based upon the seriousness of the violation(s). The Student Code of Community College District VIII may be applicable to hazing violations. Hazing violations are also misdemeanors punishable under state criminal law according to RCW 9A.20.021.

SOCIAL SECURITY NUMBER DISCLOSURE

Pursuant to Section 7 of Public Law 93-579 (commonly known as the Federal Privacy Act), which became effective on September 27, 1975, notice is hereby given that disclosure of a student's Social Security number for the purpose of admission and registration at Bellevue Community College is voluntary on the student's part.

The State Board for Community and Technical College's recordkeeping system requires that each student have a unique nine-digit number; therefore, Bellevue Community College assigns a nine-digit number to all students who have attended and those who are applying for admission. The Social Security number that will continue to be requested will not be used as an identifier in the college records system.

Bellevue Community College will not deny any individual any right, benefit, or privilege provided by law because of that individual's refusal to disclose his/her Social Security number. Students who receive financial aid, however, should be aware that federal law requires them to provide their Social Security numbers.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT

Public Law 93-380, the Family Educational Rights and Privacy Act of 1974 establishes that the educational records of students attending or having attended the college are confidential and can be released only with written permission of the student. The Family Educational Rights and Privacy Act also authorizes the college to routinely release directory information.

Information which may be released without written permission of the student includes: name of student, degree or certificate awarded, dates of attendance, athletic statistics, scholarships received, membership or office in BCC Student Government or honor society, part-time or full time student status, and previous schools attended. No other information may be released without the student's written permission except as provided for in college policies. Students who are concerned about the confidentiality of their records should contact the Associate Dean of Enrollment Services.

Bellevue Community College students have the right to review their own records and to petition for correction of erroneous information in their records. Basic information is shown on a student's transcript, an unofficial copy of which can be requested from the Student Service Center. The Enrollment Services Office can provide a list of the types and locations of educational records available at the college. Requests to review the records should be made in writing to the office having custody of the particular records in question.

STUDENT FINANCIAL OBLIGATIONS

The college expects that students who receive services for which a financial obligation is incurred will exercise responsibility in meeting these obligations. Appropriate college staff are empowered to act in accordance with regularly adopted procedures to carry out the intent of this policy, and if necessary to initiate legal action to ensure that collection matters are brought to a timely and satisfactory conclusion.

Admission to or registration with the college, conferring of degrees, tuition or fee refunds and issuance of academic transcripts may be withheld for failure to meet financial obligations to the college.

Returned checks:

Checks for tuition and fees returned "account closed" or with a "stop payment" order will result in the student being withdrawn immediately from all his/her classes and will require a $25 reinstatement fee. All other returned checks for tuition and fees will result in the student being withdrawn from his/her classes after being notified of the reason for withdrawal, and will require a $15 reinstatement fee. If a student writes three checks (including third-party checks) which are returned, his/her privilege of check-writing will be denied.

STUDENT COMPLAINT PROCEDURES

The complete text of the Student Complaint Procedures is available by request at the Office of the Dean of Student Services.

A complaint is any expression of dissatisfaction with the performance of a college employee. In order to facilitate the resolution of complaints, the college maintains the complaint procedures listed below. The student may seek assistance from the Dean of Student Services or from the college counselors to determine which of the following complaint procedures to use. The student may seek assistance in the use of these complaint procedures from the ASBCC Vice President for Student Affairs.

Complaint Procedures:

A. **Discrimination Complaint Procedure:** A students who believes he/she has been discriminated against should bring his/her complaint to the Dean of Student Services.

B. **Academic Complaint Procedures:** A student should bring a complaint about grades to the division office.

The purpose of these procedures is to enable a student to express and resolve misunderstandings, complaints, or grievances with faculty members regarding grades and grading issues and policies in a fair and equitable manner. Students have both the right to receive clear information and fair application of college grading policies, standards, rules, and requirements as well as the responsibility to comply with them in their relationships with faculty members. Since the evaluation of the course content is exclusively within the province of the instructor for a particular course, any adjustments or grade changes may be initiated only by that instructor, or under extenuating circumstances by the Dean of Instructional Services, upon the approval of the college president. In such an instance, the course grade record shall be coded and indicate "grade changed by administrative action." The transcript shall indicate "changed by administrative action."

C. **Student Complaint Procedure:** A student who has a complaint which is not about grades and which is not based on allegations of discrimination.

The college expects the student to address his/her complaint with the college employee whose actions resulted in the complaint within ten (10) calendar days after the occurrence of the incident. The college employee and student shall make a good faith effort to resolve the grievance. This first step is intended to be an informal process. The student may select an advocate to assist with this step in the complaint procedure, provided that the advocate is not an attorney. If the student determines that the complaint cannot be resolved to his/her satisfaction with the employee concerned, the student must submit the complaint in writing to the employee's administrative unit supervisor within fifteen (15) calendar days after the incident which resulted in the complaint.

EQUAL OPPORTUNITY

Bellevue Community College does not discriminate on the basis of race or ethnicity; creed; color; national origin; sex; marital status; sexual orientation; age; religion; the presence of any sensory, mental, or physical disability, or veteran status in educational programs and activities which it operates. BCC is prohibited from discriminating in such a manner by college policy and by state and federal law. All college personnel and persons, vendors, and organizations with whom the college does business are required to comply with applicable federal and state statutes and regulations designed to promote affirmative action and equal opportunity.

REASONABLE ACCOMMODATION FOR STUDENTS WITH DISABILITIES

Bellevue Community College is committed to providing each qualified student with a disability equal opportunity in accessing the benefits, rights, and privileges of college services, programs, and activities. These will be provided in compliance with the Americans with Disabilities Act, Section 504 of the Rehabilitation Act of 1973, and RCW 28B.10.910, .912, and .914.

No student shall, on the basis of his or her disability, be excluded from participation in, be denied the benefits of, otherwise be subject to discrimination under any college program or activity.

Bellevue Community College is committed to providing reasonable accommodations, including core services, to qualified students with disabilities. To receive appropriate and timely reasonable accommodations, students are responsible for requesting accommodation and documenting the nature and extent of their disability in accordance with college procedures.

Reasonable accommodations under this policy may include, but are not limited to; (a) requests for academic adjustments, such as modification of academic requirements and flexibility in test-taking arrangements; (b) adjustments in nonacademic services and other rules; and (c) auxiliary aids and services.

Bellevue Community College will make those modifications to its academic requirements that (1) are necessary to ensure that those requirements do not discriminate, or have the effect of discriminating, against a qualified student with a disability based on that disability and (2) do not impose an undue hardship on the college nor require alteration of essential program requirements.

Appropriate academic adjustments and/or reasonable accommodations will be provided to qualified students with disabilities during recruitment, admissions, enrollment, registration, financial aid, course work, academic counseling, and nonacademic programs and services.

This procedure provides no additional rights or obligations beyond those required by applicable laws.

SEXUAL HARASSMENT

It shall be the policy of Bellevue Community College, consistent with efforts to respect the dignity and integrity of both employees and students, to provide an environment free of sexual harassment.

Sexual harassment is a form of sex discrimination. It occurs in a variety of situations which share a common element: the inappropriate introduction of sexual activities or comments into the work or learning situation. Often, sexual harassment involves relationships of unequal power, and contains elements of coercion—as when compliance with requests for sexual favors becomes a criterion for granting work, study, or grading benefits. However, sexual harassment may also involve relationships among equals, as when repeated sexual advances or demeaning verbal behavior have a harmful effect on a person's ability to study or work in the academic setting.

For general policy purposes, the term "sexual harassment" may include, without limitation, such behavior as unwelcome sexual advances, requests for sexual favors, and other physical or verbal conduct and expressive behavior of a sexual nature where:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or education.
2. Submission to or rejection of such conduct by an individual is used as the basis for academic or employment decisions affecting that individual.
3. Such conduct has the purpose or effect of substantially interfering with an individual's academic or professional performance or creating an intimidating, hostile, or demeaning employment or educational environment.

The college recognizes its moral, ethical, and legal responsibilities regarding sexual harassment and will take appropriate action to rid the institution of such conduct.

DRUG-FREE CAMPUS

Bellevue Community College intends to provide a drug-free, healthful, safe, and secure work and educational environment. Each employee is expected to report to work in an appropriate mental and physical condition to perform his/her assigned duties. Each student is expected to be in an appropriate mental and physical condition to participate fully in the learning process.

The unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance in or on Bellevue Community College owned or controlled property, or while conducting Bellevue Community College business, is prohibited. Violation of this policy will be processed in accordance with the student conduct code, or other appropriate policies of the college. Any disciplinary action for students will be decided on a case-by-case basis depending upon the specific circumstances.

SMOKING ON CAMPUS

In accordance with the Washington Clean Indoor Air Act of 1985 (RCW 70.160) and in recognition of the Executive Order Establishing Governor's Policy on Smoking in State Facilities, it shall be the policy of Bellevue Community College to limit smoking and tobacco use on campus as follows:

1. Smoking and tobacco use is permitted only in designated locations. Administrative Services will designate locations outside the campus courtyard on the main campus.
2. Smoking and tobacco use shall not be permitted in college vehicles.

The college provides signage at the three main entrances to campus to inform people of our policy.

Administration & Faculty

Board of Trustees of Community College District VIII

Bellevue Community College

Established 1966

Accredited by the Commission on Colleges and Universities of the Northwest Association of Schools and of Colleges and Universities

Chair: J.C. (Dell) Jackson, Bellevue
Vice-Chair: Lee Kraft, Mercer Island
James Dagnon, Bellevue
Ruthann Kurose, Mercer Island
Vijay Vashee, Mercer Island

Administration of Bellevue Community College

President: B. Jean Floten
Executive Assistant to the President: Elise Erickson

ADMINISTRATIVE SERVICES

Vice-President: Barbara M. Martin
Director, Bookstore: Anthony Wellnitz
Director, Campus Operations: Don Bloom
Director, Early Learning, Family, & Childcare Center: Betty Kaczynski
Director, Finance: Mary Hansen
Director, Food Services: Robert Southard
Director, Institutional Research: Valerie Hodge
Director, Printing Services: Marcus Heriot

HUMAN RESOURCES

Vice-President: Lucy Parke Macneil

INFORMATION RESOURCES

Dean: Dr. Michael Talbott
Director, Computing Services: Isbel Trejo
Co-Directors, Distance Education: Thornton Perry, Liz Anderson
Director, Faculty Resource Center: Jim Shuman
iBCC Project Manager: Julia McCallum
Director, Information Technology Services: Gary Mahn
General Manager, Radio Station KBCS: Steve Ramsey
Director & Station Manager, Television Services: Richard Otte
Webmaster: Lori Tiede

INSTITUTIONAL ADVANCEMENT

Vice-President: Gaynor Hills
Director, Grants: Sharon Kline
Director, Public Information: Robert Adams

INSTRUCTIONAL SERVICES

Executive Dean: Dr. Ronald Leatherbarrow
Dean of Instruction: Dr. James L. Bennett
Director, Library Media Center: Myra Van Vactor
Director, English Language Institute: Susan Jamieson
Director, Northeast Tech Prep Consortium: Dr. Susan M. Quattrociocchi

NATIONAL WORKFORCE CENTER FOR EMERGING TECHNOLOGIES (NWCET)

Executive Director: Neil Evans
Program Director, Courseware & Online Technologies: Jim Shuman
Director, Educator to Educator Institute: Duncan Burgess
Associate Director, Programs & Curriculum: Peter Saflund

STUDENT SERVICES

Interim Dean: Tika Esler
Associate Dean of Enrollment Services: Tika Esler
Director, Assessment & Evaluation: Matt Groshong
Director, Athletics: Rick Turner
Director, Counseling & Advising Center: Ruthmary Braden
Director, Disability Support Services: Susan Gjolmesli
Assistant Director, Educational Planning Resource Center: Chequita Williams-Cox
Director, Financial Aid: Sherri Ballantyne
Director, International Student Programs: Cris Samia
Associate Dean of Multi-Cultural Services & Student Success Programs: Ron Taplin
Director, Student Service Center & Student Information Technology Services: Morenika Jacobs
Interim Director, Student Programs: Faisal Jaswal

WORKFORCE DEVELOPMENT

Vice-President: Paula Boyum
Director, Career Center & Women's Center/ Student Access Center: Cheryl Vermilyea
Director, Art-Zones and Explore! Programs (Cont. Ed.): Cheryll Leo-Gwin
Director, World Languages & Travel (Cont. Ed.): René Siegenthaler
Director, Computer Programs (Cont. Ed.): Jeffrey Johnson
Director, Business & Professional Training Institute (Cont. Ed.): Robert Clancy
Director, Real Estate (Cont. Ed.): Shirley Baenen
Director, Transitions Program: Cynthia Johnson
Director, Worker Retraining & Workfirst: Darlene Molson
Director, Work-Related Programs (Cont. Ed.): Dr. Adele Thorburn Becker

DIVISION CHAIRS

Arts & Humanities: Thomas R. Nielsen
Business: Margaret Turcott
Health Sciences & Related Programs Director: Sharon Allen Felton
Science: Jakkalavadika Surendranath
Social Science: Thomas Pritchard

PROGRAM CHAIRS

ARTS & HUMANITIES DIVISION

American Studies: Jeff Cofer
Applied Linguistics & Language: Jim Bergstrom
Art: Carolyn Luark
Communication: Dr. Roger George
Dance: Rob Jackson
Developmental Education: Garnet Templin-Imel
Drama: Rob Jackson
English: Laura Burns
English Language Institute: Susan Jamieson
Foreign Languages: Carolyn Bilby
Interdisciplinary Studies: Michael Meyer
Interior Design: Connie Wais
Music: Ken Wilson
Philosophy: Jon Wulff
Speech: Laura Nudelman

BUSINESS DIVISION

Accounting-Paraprofessional: Ruth Mazzoni
Business Administration-Transfer: Richard Bratz
Business Technology Systems: Suzanne Marks
Computer Science-Transfer: Michael Gelotte
Digital Communications: Brian Bridwell, Patrick Keating, Michael Korolenko
E-Commerce: Leslie Lum
General Business Management: Andrew Johnson
Information Technology/Database Administration: Marcia Williams
Information Technology/Networking Services & Computing Systems: Michael Littlefield
Information Technology/Programming: Sylvia Unwin
Marketing Management: Margaret Turcott (interim)

HEALTH SCIENCES & RELATED PROGRAMS

Alcohol & Drug Studies: Paul Weatherly
Diagnostic Ultrasound: Ann Polin
Early Childhood Education: Gertrude Shepherd
Fire Service Programs: Judith Kuleta
Health: Harriet Newton
Nuclear Medicine Technology: Jennifer Prekeges
Nursing (Associate Degree): Cheryl Becker
Nursing Continuing Education: Edna Zebelman
Parent Education: Julie Soto
Physical Education: Harriet Newton
Radiation Therapy: Julius Armstrong
Radiologic Technology: Ron Radvilas
Recreation Leadership: Harriet Newton

SCIENCE DIVISION

Engineering: Frank Lee
Life Sciences: Dr. Melodye Gold
Mathematics: Lynne Sage
Physical Sciences: Cathy Lyle

SOCIAL SCIENCE DIVISION

Administration of Criminal Justice: Dr. Michael Caldero
Anthropology: John Osmundson
Economics: Rebecca Baldwin
Geography: Douglas Roselle
History: Eric Haines
Political Science: Aslam Khan
Psychology: Virginia Bridwell
Sociology: Peter Melvoin

Administrators & Faculty

**indicates affiliated part-time faculty*

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M.F.A., Goddard College, Vermont

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M.Ed., University of Washington

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B.A., City College, New York
M.B.A., Adelphi University, New York

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American Registry of Diagnostic Medical Sonographers

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M.A., Ph.D., University of Washington

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M.N., University of Washington

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Ph.D., University of Washington

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M.B.A., City University

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L.L.M., University of San Diego School of Law
M.A., University of Florida
J.D., McGeorge School of Law, California
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Digital Imaging & Computer Animation, Bellevue Community College
Secure Network Technology, Community College of the Air Force
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M.S., University of Washington
Righi, Michael E., Economics
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M.A., Columbia University, New York
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M.Ed., Seattle University
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M.S., Louisiana State University
Rostirolla, Jim, Physical Sciences/Astronomy
B.A., San Francisco State College
M.A., California State University at San Francisco
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M.A., Michigan State University
Ph.D., University of California at Los Angeles
Rowhani, Shahla, Library Media Center
B.A., University of Tehran, Iran
M.S.L.S., University of Southern California, Los Angeles
Sage, Lynne S., Mathematics (Chair)
B.A., M.Ed., Western Washington University
*Sanders, M. Craig, English
B.A., Pennsylvania State University
M.A., University of Idaho
M.A., University of Washington
Seeman, Julianne, English
B.A., M.A., University of Washington
*Seiver, Jillene Grover, Dr., Psychology
B.A., University of California at Davis
M.A., California State University at Sacramento
Ph.D., University of New Mexico
Sharpe, Donna, Science Division
B.A., University of Washington
M.A., Seattle University
Shepherd, Gertrude C., Early Childhood Education (Chair)
B.A., Colorado College
*Shook, Caroline M., Mathematics
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Shuman, James E., Faculty Resource Center Director; NWCET Program Director
B.S., Northern Arizona University
M.B.A., University of Washington
Sloan, Stephanie, Early Childhood Education; Parent Education
B.F.A., University of Utah
M.Ed., University of Washington
Slowinsky, Mary, Digital Communications
B.A., University of Washington
Sorenson, Haakon, Digital Communications
B.S., Seattle Pacific University
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M.S., Southern Illinois University
Ph.D., University of Washington
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Stein, Batsheva, Nursing
B.S., M.S.N., University of British Columbia
Steinert, Kathleen M., Life Sciences/Biology, Env. Science
B.A., M.A., California State University at Long Beach
Storey, Mark, Philosophy
B.A., University of California at Santa Barbara
M.A., University of Washington
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Ph.C., University of Washington
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Ph.D., University of Minnesota
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Taylor, Helen K., Dr., Psychology
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M.A., University of Florida
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B.A., Pacific Lutheran University
M.A., University of Washington
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B.S.N., M.N., University of Washington

*Tober, Marilyn, Mathematics
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Turcott, Margaret, Business (Division Chair); Marketing Management (Interim Program Chair)
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M.Div., Golden Gate Theological Seminary, California
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Villines, Andrea, Mathematics
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Wais, Constance S., Interior Design (Chair)
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Wallace-Hoffman, Bonnie, Drama
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Ed.D., Washington State University
Watanabe, Louis, Business Administration-Transfer; General Business Management; Marketing Management
B.A., University of California at Los Angeles
M.B.A., Loyola Marymount University, Los Angeles
Wesley, John, Art
B.A., Moorehead State College
West, Woodley, English
B.S., Michigan State University
M.A., Harvard University, Massachusetts
*Weston, Eleanor, English
B.A., University of Puget Sound
M.A.T., University of Washington
Weston, Terry L., Foreign Languages
B.A., University of Washington
M.A., Thunderbird Graduate School of International Management, Arizona
White, Jeffery, English
B.A., The Evergreen State College
M.F.A., University of Washington
*White, Kathleen, English
B.A., University of Washington
M.A., University of Houston
Williams, Marcia C., Information Technology/ Database Administration (Chair)
B.A., Wheaton College, Massachusetts
M.Ed., University of Washington
Wilson, Ken, Music (Chair)
B.A., Western Washington University
M.M., Eastern Washington University
*Witmer, Judith, Parent Education
B.S., University of Colorado
Woo, Judy Eng, Dr., Business Administration-Transfer; General Business Management
B.A., University of Washington
M.P.A., Seattle University
Ph.D., University of Washington
Wulff, Jon V., Philosophy (Chair)
B.A., Washington State University
M.A., Ohio State University
Yabui, Alan, Dr., Speech
B.S., Kansas State University
M.S., University of Southern California
M.A., Wichita State University, Kansas
M.A., San Diego State University
Ed.D., Montana State University
Yoshino, Mark, Physical Education
B.A., Western Washington University
M.P.E., Pacific Lutheran University

College Survival Vocabulary

words in *italics* appear elsewhere in the list

academic concentration
See *major*.

academic year
Usually this refers to the September–June school year. In some cases it refers to the entire year.

accreditation
Certification that a school or an instructional *program* meets standards set by an outside reviewing organization. Many forms of *financial aid* are available only to students attending accredited institutions.

admission
Approval for a student to attend an educational institution. The admission process usually involves an *application* form and may require *transcripts* or other supporting documents.

advisor
A member of the college *faculty* or staff who assists students with planning *quarter* or *semester* schedules as well as their overall *programs* of study. Advisors may also help with career planning. See also *counselor*.

application
The first step in requesting *admission* to an institution of higher education. Usually there is a form to fill out by a certain deadline; sometimes there is an application fee to pay.

articulation
A formal agreement between high schools and colleges or between community/technical colleges and *baccalaureate* institutions, designed to make it easy for students to move from one educational level to the next without any gaps or repetition in their coursework.

assessment
A method of determining a student's knowledge or skill level, often taken to find his or her best *placement* or starting level in a series of courses in English, foreign languages, math, or science.

associate's degree
A *diploma* earned after successfully completing a required program of study in a community or technical college. It typically requires 90 or more *credits* and takes two years of full-time study. Some associate's degrees enable students to *transfer* to *baccalaureate* colleges and universities, others prepare students to go right into the workforce in a *professional/technical* field.

audit
A student who audits a *course* formally *registers* for it and attends class sessions but earns no *credit* and has no obligation to complete homework projects or take tests.

baccalaureate or bachelor's degree
A college *degree* which can often be earned by following a four-year instructional program. A baccalaureate institution, sometimes informally called a "four-year college," is a college or university which is entitled to grant a baccalaureate or bachelor's degree.

basic skills
Usually refers to a level of *competency*—specifically in reading, writing, and mathematics—which is required for successful *college-level* work in all fields of study.

campus
The land and buildings that a college or university uses for instruction or student services.

catalog
A comprehensive resource listing college regulations, *program* and *course* descriptions, *degree* and *graduation requirements, transfer* requirements, and other essential information.

certificate
A document granted by a college or university indicating that a student has successfully completed specified *courses* and *requirements* (compare with *degree*, which usually requires more time and coursework).

class
(1) A specific group of students meeting for specific instructional purposes. It can mean the whole series of scheduled meetings ("Dr. Owen is teaching two English Composition classes this quarter") or just one session ("we had a guest speaker in my Home Economics class today").
(2) Often means the same as *course* ("she's taking classes in Interior Design").
(3) A group of students who start at a school together and expect to complete their studies at the same time ("he's in the graduating class of 2003").

class schedule
(1) A publication listing detailed *course* and *section* information (days, times, room numbers, etc.) for a specific *semester* or *quarter.*
(2) The specific courses that an individual student is taking or plans to take for a given semester or quarter.

college-level study
Curricula and instruction that assume the student has already mastered certain skills and abilities and has the level of commitment needed for *postsecondary* school work. Compare to *developmental-level study.*

commencement
The ceremony at the end of an *academic year* when students receive their degrees or diplomas (compare to *graduation*).

competency
In "competency-based" *courses* or instructional *programs*, students must demonstrate certain skills and abilities (instead of just earning *passing grades* in classes) before moving from one level to the next or earning the final *certificate* or *degree.*

counselor
A member of the college *faculty* who has special training in guidance and who assists students in academic or personal matters. See also *advisor*.

course
(1) Often means the same as *class*.
(2) A planned sequence of instruction in a particular topic; may include class meetings, lectures, readings, demonstrations, exercises, assignments, examinations, etc.; offered repeatedly to different groups of students.

credit
A unit of measure for college work. Generally speaking, one credit hour represents one hour of classroom attendance each week for one term, plus the study time, homework, etc. that go along with it.

credit load
The total *credit* value of the *courses* a student is currently enrolled in.

curriculum
(plural: curricula)
(1) An established sequence of information to be learned, skills to be acquired, etc. in a specific *course* or in a complete instructional *program*.
(2) Collectively, all the courses offered by a *department, division,* or college.

dean
An academic administrator or official at a school, college, or university, especially one with responsibility for students or *faculty.*

degree
A rank conferred by a college or university and earned by a student who has successfully completed specified *courses* and *requirements* (compare with *certificate*, which usually requires less time and coursework).

department
An organizational unit within a college or university, offering *courses* about closely related topics (at a small school there may be one foreign languages department, at a large school there may be separate departments for Spanish, French, Japanese, etc.)

developmental-level study
Instruction that helps students improve their English and math abilities and prepare themselves for *college-level study.*

diploma
An official document issued by a college or university indicating that a student has earned a certain *degree* or *certificate*.

discipline
(1) A subject; field; branch of knowledge or learning ("he teaches in the related disciplines of physics and astronomy")
(2) Orderly behavior ("instructors are responsible for maintaining discipline in their classrooms")
(3) Correction or punishment for disorderly behavior ("she disrupted the class repeatedly, so the college will begin disciplinary action").

distance learning or distance education
Instruction which is not time- or place-specific; can include correspondence courses, televised or videotaped lectures, online courses (internet and e-mail), etc.

distribution requirements
Course *requirements* included in an instructional *program* to make sure that the student is well-rounded and gains some perspective outside his or her specific focus or *major*.

division
An organizational unit within a college or university consisting of two or more related *departments*.

drop
To cancel *registration* in a *course* after enrolling into it. Students often add and drop courses before settling on a *class schedule* for a particular *quarter* or *semester*. See also *withdrawal*.

elective
A *course* that is not required for a particular instructional *program*. Many programs require a certain number of elective *credits*, and many recommend certain electives for students to choose from.

ESL (English as a Second Language)
Usually refers to *developmental-level* instruction in English language skills for non-native speakers.

enrollment
(1) The process of signing up and paying for *courses*. See also *registration*.
(2) The total number of registered students attending *classes* in a particular instructional *program* or the whole school.

evaluation
(1) The process and standards by which an instructor judges a student's work and assigns a *grade*.
(2) At BCC, the process of determining that a student has met all requirements to complete a *degree* or *certificate* and is ready to *graduate*.

faculty
The instructors or teaching staff at a school. At BCC, librarians and counselors are considered faculty members along with classroom instructors.

financial aid
Money available from various sources that helps students pay college expenses. These funds come as *loans, grants,* or *scholarships* from the state or federal government or other organizations. *Work-study* is also a form of financial aid.

FAFSA (Free Application for Federal Student Aid)
The application required for students to be considered for federal student *financial aid*. The FAFSA is processed free of charge and is used by most state agencies and colleges. There is a form for each academic year. FAFSA forms are available from high schools and on the website *www.fafsa.ed.gov*.

freshman
A student in the first year of a typical four-year *baccalaureate degree* program (or one who has earned fewer than 45 *quarter credits* or 30 *semester* credits so far).

GED (General Education Development)
A certificate representing the equivalent of a high-school diploma.

grade
A formal indicator of a student's overall performance in a *course*, recorded on the official *transcript*. Traditional letter grades are "A" for outstanding achievement, "B" for high achievement, "C" for satisfactory achievement, etc.

grade-point average (GPA)
The GPA is computed by multiplying the number value of the *grade* earned in each *course* (generally, A=4, B=3, C=2, D=1, F=0) times the number *credits* for each *course*, then dividing the result by the total number of credits taken.

graduation
The formal completion of an instructional *program* or course of study. Students graduate after successfully meeting all *credit* and *course requirements* and other criteria set by the college or university (compare to *commencement*).

grant
A type of *financial aid* that does not have to be paid back after the student leaves school. Grants are available through the federal government, state agencies, and educational institutions.

incomplete
A temporary *grade* given to a student who is doing satisfactory work but is forced by illness or other emergency to miss an exam or a major assignment. The instructor and student arrange how and when the student will complete the work and have the "I" changed to a final letter grade. At BCC, the student must finish the incomplete work within one academic *quarter*.

independent study
An arrangement that allows a student to earn college *credit* through individual study and research, usually planned with and supervised by a *faculty* member.

internship
A supervised short-term apprenticeship or temporary job in a real-world setting closely related to a student's field of study. The student may or may not be paid but earns college *credit* for the work experience. See also *practicum*.

junior
A student in the third year of a typical four-year *baccalaureate* degree program (or one who has earned 90-135 *quarter credits* or 60-90 *semester* credits so far).

load
See *credit load*.

loans
A type of *financial aid* that must be repaid to the government agency or other lending organization when the student leaves school.

lower division
The *courses* students are generally expected to complete during the first two years of a typical four-year *baccalaureate degree program*.

major
Specialization in one academic *discipline* or field of study. At BCC, this is called "academic concentration" in a particular subject.

no-show
A student who *registers* into a *course* but never goes to *class*. At BCC a no-show student will receive an "F" for the class on his or her *transcript*.

non-credit
Courses or instructional *programs* which do not require extensive homework or examinations and which do not offer college *credit*. Students frequently take non-credit courses for basic skills improvement, job training or career enhancement, or personal enrichment.

open admissions
The policy of some colleges to admit nearly all applicants, regardless of high school *grades* and admission test scores. It means different things at different schools. Community and technical colleges in Washington State admit anyone who is over 18 or has a high school diploma or GED.

pass/passing
At most schools, a student will earn *credit* and "pass" a *class* with a *grade* of "A" through "D." A student who earns an "F" grade fails the class and earns no credit. Different schools have different standards, so a student who passes a class with a "D" may or may not be able to use that class to meet *prerequisites* or fulfill *requirements*.

placement
The appropriate level to enter a series of *courses*, based on the student's skills ("since she learned so much Spanish in high school, she can place into Spanish 201 in her first year at college"); often used in the context of *basic skills* subjects such as mathematics or English composition. See also *assessment*.

postsecondary
Refers to all educational *programs* for students past high-school age; it includes community and technical colleges and job training programs as well as *baccalaureate* colleges and universities.

practicum
A *course* that includes job-related activities and stresses the practical application of theory in a field of study. See also *internship*.

prerequisite
A *course* that must be completed (often with a certain minimum *grade*) or a skill that must be demonstrated before a student can enroll in another, more advanced course (for example, first-year French is a prerequisite for second-year French).

professional/technical
A *course* or instructional *program* that emphasizes job skills training for a particular field of work; often called "occupational" or "vocational" education and often contrasted with "academic" or "transfer" education.

program
A very general term used in many ways in a college or university:
(1) The *courses* that an individual student plans to take ("the academic *advisors* can help you plan your program each year").
(2) The courses *required* to complete a particular *degree* or *certificate* ("he's almost finished with the Recreation Leadership program").
(3) The courses that make up a *department* or the departments that make up a *division* within the college organization ("the Social Science Division at BCC offers instructional programs in nine fields").
(4) Organized activities with a specific function ("BCC offers support programs and services for students of color").

quarter
Some schools (including BCC) organize the *academic year* into three main periods—Fall, Winter, and Spring Quarters—plus a shorter Summer Quarter (compare to *semester*).

records
Refers to all the information the college might keep regarding a student; it includes *registration* activity (*enrollment, withdrawal,* etc.), *grades*, payments, awards received, *financial aid* applications and award notices, and notes on *disciplinary* actions, as well as address, phone number, and student identification number.

refund
Tuition and fees that are paid back to a student who has *withdrawn* from a course. At BCC, the amount to be refunded depends on how many *credits* the student is taking and exactly when the student dropped the course(s). The refund policy and deadlines are published in each Credit Class Schedule.

register/registration
To sign up or *enroll* in a *course* or courses. "Registration activity" includes enrolling, dropping/withdrawing, choosing "pass/fail" in place of letter *grades*, making payments, etc.

requirements
Minimum standards defined by the college, for example for admission or graduation. See also *prerequisite; distribution requirements*.

resident
For purposes of calculating a student's *tuition and fees*, someone who has lived in the state for a specified length of time as shown by specified types of evidence.

scholarship
(1) A type of *financial aid grant*. Organizations may give scholarships according to academic achievement, financial need, or any other basis. Usually there is a competitive *application* process.
(2) A person's ability and expertise in a particular *discipline* of study ("I've always admired Dr. Busacca's scholarship in Italian art and literature").

section
A specific *class* with its own unique days, hours, location, and instructor. A number of sections of a certain *course* may be offered during a *quarter* or *semester*, each with different days, times, locations, and instructors but presenting the same *curriculum*.

semester
Some schools organize the *academic year* into two main periods—Fall and Spring Semesters—plus a shorter Summer Semester (compare to *quarter*).

senior
A student in the fourth year of a typical four-year *baccalaureate degree* program (or one who has earned 135-180 *quarter credits* or 90-120 *semester* credits so far).

sophomore
A student in the second year of a typical four-year *baccalaureate* degree program (or one who has earned 45-90 quarter credits or 30-60 semester credits so far).

syllabus
(plural: syllabi)
An outline plan for a particular *class*, including textbook requirements, class meeting dates, reading assignments, examination dates, the instructor's grading standards, etc.

term
A unit of time that can refer to either a *quarter* or a *semester*, depending on which system the college or university follows.

TOEFL (Test of English as a Foreign Language)
A standardized test which assesses the English language abilities of students who are not native English-speakers.

transcript
An official *record* of the *courses* and *semester* or *quarter credits* a student has taken at a college or university, the *grades* and *degrees* or *certificates* earned, and any awards and honors received.

transfer
To move from one college or university to another and have the second institution recognize and accept some or all of the *courses* taken and *credits* earned at the first.

tuition & fees
Tuition is a student's basic payment towards the cost of instruction at a college or university. Most institutions also charge fees for laboratory equipment and materials, computer use, parking, and other miscellaneous costs.

undergraduate
A student who has not yet earned a *bachelor's degree*; also refers to the *courses* and instructional *programs* such a student enrolls in.

upper division
The *courses* students are generally expected to complete during the last two years of a typical four-year *baccalaureate degree program*.

waiver
To waive a right or a claim is to voluntarily give it up.
(1) If a student meets specific criteria, the college may waive some of his or her *tuition & fees* (that is, some of the money owed to the college will be forgiven).
(2) If a student demonstrates certain knowledge and abilities, an instructor may waive a *course prerequisite* (that is, allow the student to take the class even though he or she hasn't completed the listed *requirements* for it).

withdrawal
The process of formally *dropping* a *class* or classes after the *term* has started.

work-study
A type of *financial aid* which pays students to work part time, often on campus, during the *academic year*.

Academic Calendar

October 2003

S	M	T	W	T	F	S
			1	2	3 Count Day	4
5	6	7	8	9	10 No Class College Issues	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

March 2004

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17 Finals	18 Finals	19 Finals Qtr Ends	20
21	22	23	24	25	26	27
28	29 Spring Qtr Begins	30	31			

June 2003

S	M	T	W	T	F	S
	Commencement June 13					
1	2	3	4	5	6	7
8	9	10	11 Finals	12 Finals	13 Finals Qtr Ends	14
15	16	17	18	19	20	21
22	23 Summer Qtr Begins	24	25	26	27	28
29	30					

November 2003

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11 No Class Prof Dev	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27 HOLIDAY	28 HOLIDAY	29
30						

April 2004

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9 Count Day	10
11	12	13	14	15	16	17
18	19	20	21	22	23 No Class Prof Dev	24
25	26	27	28	29	30	

July 2003

S	M	T	W	T	F	S
		1 Count Day	2	3	4 HOLIDAY	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

December 2003

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8 No Class College Issues	9 Finals	10 Finals	11 Finals Qtr Ends	12	13
14	15	16	17	18	19	20
21	22	23	24 HOLIDAY	25 HOLIDAY	26	27
28	29	30	31			

May 2004

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31 HOLIDAY					

August 2003

S	M	T	W	T	F	S
					1	2
3	4	5	6 Quarter Ends	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23 POWER DOWN
24	25	26	27	28	29	30
31						

January 2004

S	M	T	W	T	F	S
				1 HOLIDAY	2	3
4	5 Winter Qtr Begins	6	7	8	9	10
11	12	13	14	15	16 Count Day	17
18	19 HOLIDAY	20	21	22	23	24
25	26	27	28	29	30	31

June 2004

S	M	T	W	T	F	S
	Commencement June 11					
		1	2	3	4	5
6	7	8	9 Finals	10 Finals	11 Finals Qtr Ends	12
13	14	15	16	17	18	19
20	21 Summer Qtr Begins	22	23	24	25	26
27	28	29 Count Day	30			

September 2003

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16 17 18 19 Opening Week				20
21	22 Fall Qtr Begins	23	24	25	26	27
28	29	30				

February 2004

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16 HOLIDAY	17	18	19	20	21
22	23	24	25	26	27	28
29						

July 2004

S	M	T	W	T	F	S
				1	2	3
4	5 HOLIDAY	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Location Map

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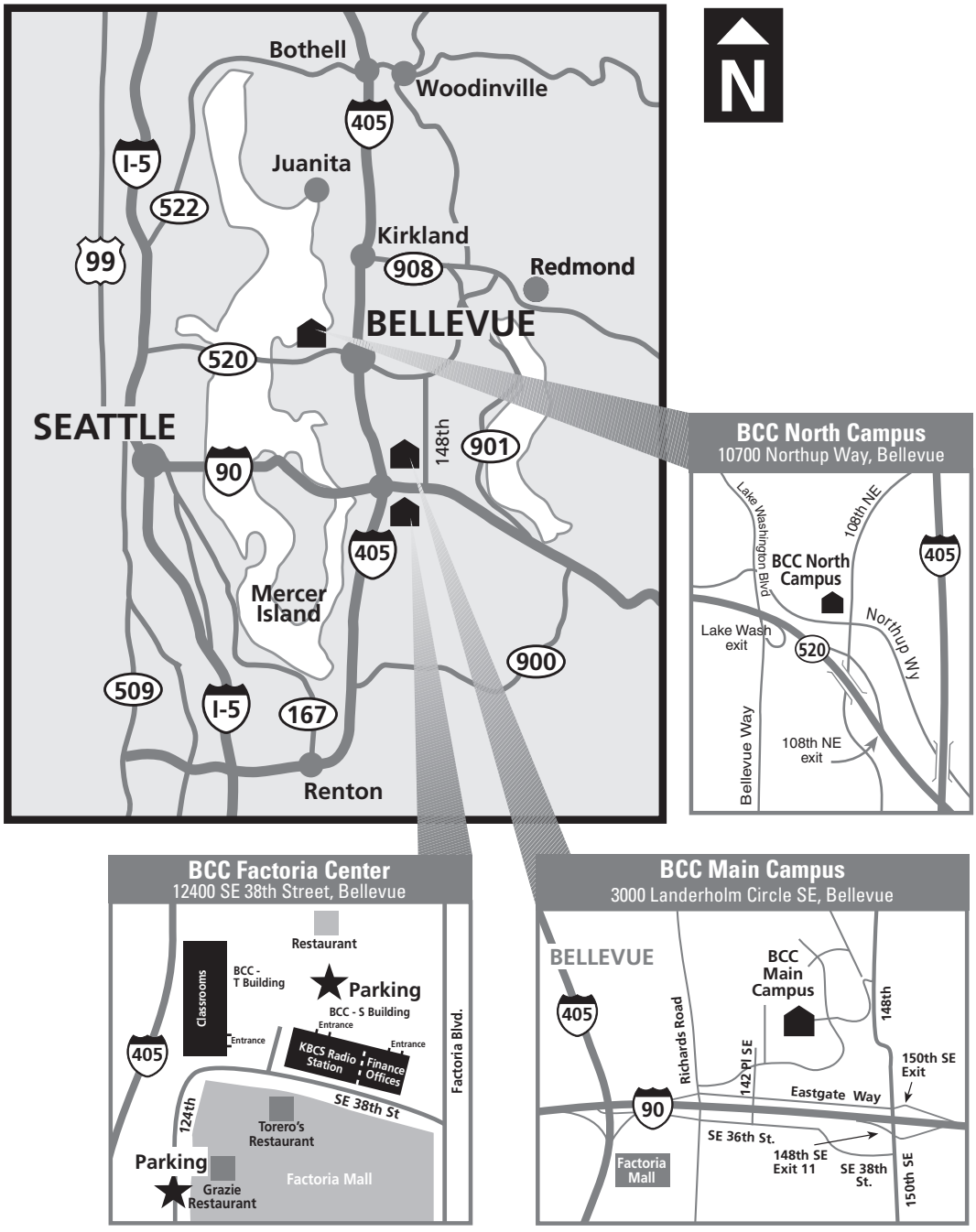
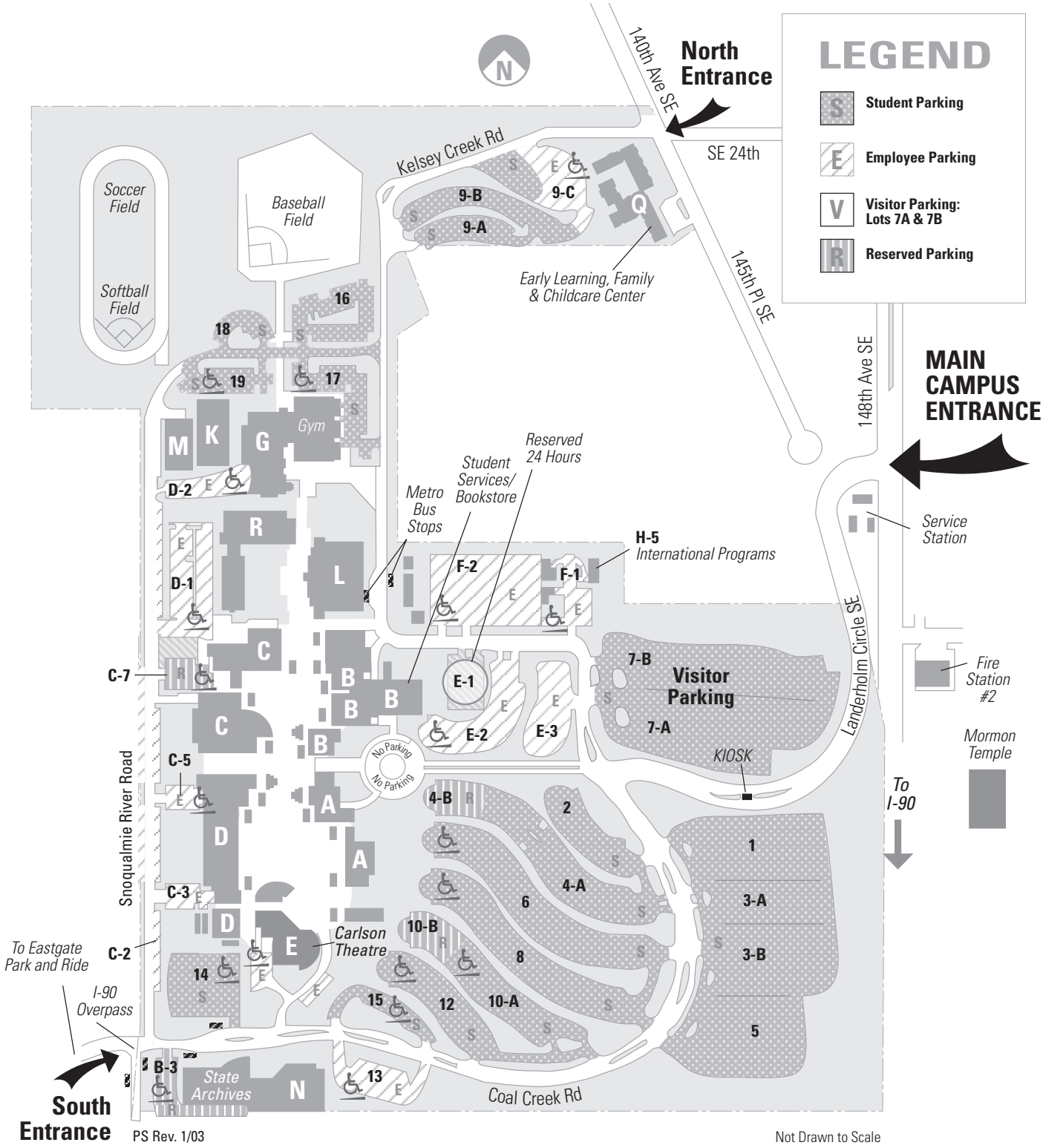


Main Campus Map

Parking permits required at all times.



Index

A

Academic Calendar, 133
Academic Concentration, 11
Academic Probation & Progress, 10
Academic Transfer Education, 4
Accommodation, 3, 123
Accounting, 31, 51
Accreditation, 3
Administration & Faculty, 124
Administration of Criminal Justice, 31, 52
Admissions, 5
Adult Basic Education, 53
Advanced Placement (AP), 10
Affirmation of Inclusion, 3
Alcohol & Drug Studies, 32, 53
American Sign Language, 78
American Studies, 54
Animation & Graphics , 33, 54
Anthropology, 57
Application Process, 5
Applied Linguistics & Language, 57
Art, 58
Art Gallery/Library Gallery Space, 21
Arts & Humanities Division, 49
Assessment, 13
Associate in Arts and Sciences Degree, 4, 25
Associate in Arts Degree, 4
Associate in Arts in General Studies Degree, 4, 28
Associate of Science Degree, 4, 27
Astronomy, 59

B

Basic Science, 60
Biology, 60
Bookstore, 21
Botany, 61
Bus Pass Discount, 21
Business Administration, 61
Business Division, 49
Business Technology Systems, 32, 61

C

Career Center, 13, 18
Changing a Grade, 10
Chemistry, 62
College Level Examination Program (CLEP), 10
College Policies, 121
College Survival Vocabulary, 130
Commencement, 12
Communication, 63
Computer Science , 64
Confidentiality of Student Records, 12
Continuing Education, 4, 18, 50
Counseling Center, 13
Credit by Examination, 10
Credit Class Schedules, 12
Credit Loads, 6

D

Dance, 21, 65
Database Administration, 33, 65
Degrees & Certificates, 23-48
Delta Epsilon Chi (DEC), 21
Developmental Education, 66
Diagnostic Ultrasound, 32, 66
Digital Communications, 33
Disability Support Services, 13
Distance Learning: Online & Telecourses, 19
Drama, 21, 67
Drug-Free Campus, 123

E

E-Commerce, 38, 68
Early Childhood Education, 37, 69
Early Learning, Family, & Childcare Center, 13
Economics, 70
Education, 71
Educational Planning Resource Center, 13
Engineering, 71
English, 72
English as a Second Language, 75
English Language Institute, 19
Environmental Science, 75
Equal Opportunity, 122

F

Family Educational Rights and Privacy Act, 122
Fast Track Technology Programs, 18, 38, 76
Final Exams, 8
Financial Aid, 13
Fire Command & Administration, 76
Fire Investigation, 77
Fire Prevention Specialist, 78
Fire Science, 78
Fire Service Programs, 39
Fitness Center, 21
Food Services, 21
Foreign Languages, 78
Four Paths to Educational Success, 4

G

Gaming, 80
General Business Management, 40, 80
General Education, 25
General Education Development (GED), 4, 81
Geography, 81
Geology, 82
Grades, 8
Graduation, 11; with Honors, 12

H

Hazing, 121
Health, 82
Health Sciences, 49
High School Programs, 19
History, 82
Home Economics, 84
Honor Society: Phi Theta Kappa, 21
Human Development, 50, 84
Humanities, 85

I

Imaging, 86
Independent Studies, 86
Individual Development, 86
Information Technology, 41, 86
Interdisciplinary Studies, 20, 87
Interior Design, 42, 87
International Baccalaureate (IB), 10
International Student Programs, 15
International Studies, 88
Internet Application Development, 34, 89
Interpretation, 90

L

Learning Labs & Computer Labs, 15
Library Media Center, 15
Location Map, 131

M

Maps, 134-135
Marketing Management, 43, 91
Mathematics, 91
Media Theory, 35, 93
Meteorology, 95
Mission, 3
Mobile Computing, 35, 95
Model United Nations, 21
Multi-Cultural Student Services, 16
Music, 21, 95

N

Network Services & Computing Systems, 98
Nuclear Medicine Technology, 43, 99
Nursing, 44, 100
Nursing, Continuing Education, 101
Nutrition, 101

O

Oceanography, 101

P

Parent Education, 20, 101
Parking Map, 130
Philosophy, 101
Physical Education, 103
Physics, 105
Planetarium, 22
Political Science, 106
Professional/Technical Degrees & Certificates, 29-48
Professional/Technical Education, 4
Programming, 107
Programs for Retirees (Telos), 19
Psychology, 108
Public Safety & Parking, 16
Publications, 22

R

Radiation Therapy, 44, 109
Radio Station KBCS 91.3FM, 22
Radiologic Technology, 45, 111
Real Estate, 45, 112
Recreation Leadership, 47, 115
Registration, 6
Repeating a Course, 10
Residency, 7
Retention of Student Records, 12
Running Start, 11

S

Science Division, 50
Sexual Harassment, 123
Smoking on Campus, 123
Social Science Division, 50
Social Security Number Disclosure, 121
Sociology, 115
Speech, 116
Sports Programs, 22
State Approving Agency, 3
Student Clubs, 22
Student Code, 121
Student Complaint Procedures, 122
Student Financial Obligations, 122
Student Government: ASBCC, 22
Student Health Center, 16
Student Programs, 16
Student Records, 12

T

Tech Prep, 11
Technical Support, 117
Telos - Older Adults Program, 19
TRiO Student Support Services, 16
Transcripts, 12
Transferring and Earning Credits, 10
Transitions, 20
Translation & Interpretation, 47, 117
Tuition & Fees, 6
Tutoring Program, 17

V

Veterans' Administration Programs, 8, 17
Video Production, 34, 117
Vocabulary, 130

W

Washington State Residency for Tuition Purposes, 7
Web Multimedia Authoring, 36, 119
Women's Center/ Student Access Center, 17, 20
Work Internships, 48
Worker Retraining & WorkFirst, 17

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CAMPUS TELEPHONE NUMBERS

➤General Information ..... (425) 564-1000

➤Admissions

General Admissions ..... (425) 564-2222

Selective Admissions programs

- Diagnostic Ultrasound Technology ..... (425) 564-2316
- Nuclear Medicine Technology ..... (425) 564-2316
- Nursing (Associate Degree) ..... (425) 564-2012
- Radiation Therapy & Radiologic Technology ..... (425) 564-2316

➤Institutional Advancement (BCC Foundation; College Relations) ..... (425) 564-2386

➤Instruction

- Arts & Humanities Division ..... (425) 564-2341
- Business Division ..... (425) 564-2311
- Continuing Education ..... (425) 564-2263
- Health Sciences and Related Programs ..... (425) 564-2348
- Science Division ..... (425) 564-2321
- Social Sciences Division ..... (425) 564-2331

➤Library Media Center ..... (425) 564-2252

➤President's Office ..... (425) 564-2301

➤Services

- Assessment & GED Office ..... (425) 564-2243
- Bookstore ..... (425) 564-2285
- Career Center ..... (425) 564-2018
- Counseling & Advising Center ..... (425) 564-2212
- Disability Support Services ..... (425) 564-2498
  - TTY phone ..... (425) 564-4110
- Educational Planning Resource Center ..... (425) 564-2437
- Evaluations/Graduation Office ..... (425) 564-3106
- Financial Aid ..... (425) 564-2227
- International Student Programs ..... (425) 564-3185
- Multi-Cultural Services & Student Success Programs ..... (425) 564-2208
- Registration ..... (425) 564-2222
- Transcripts ..... (425) 564-2245
- TRIO Student Support Services ..... (425) 564-5745
- Veterans' Office ..... (425) 564-2220
- Women's Center/Student Access Center ..... (425) 564-2279

College Transfer & Career Program Options

Transfer Programs

You may complete an associate degree at BCC, then transfer to a four-year university. You may specialize in areas such as:

Art	**Biology**	**English**	**Journalism**
Music	**Philosophy**	**Political Science**	**Social Work**

. . . and much more. See inside for a complete list of degree options.

Professional/Technical Programs

You'll find two great options to prepare for a career—a two-year associate degree or a short-term certificate. For a complete list of professional/technical degree and certificate options, please refer to the table of contents. Options include:

Degrees

Administration of Criminal Justice
Business Technology Systems
Database Administration
Diagnostic Ultrasound
Digital Communications:
- Animation & Graphics
- Digital Video Production
- Internet Application Development
- Mobile Computing
- Web Multimedia Authoring

E-Commerce Specialist
Early Childhood Education
Early Childhood Special Education
Fire Command & Administration
Fire Investigation
Fire Science
Fire Prevention Specialist
General Business Management
Information Technology:
- Network Services & Computing Systems
- Programming
- Technical Support

Interior Design (3 years)
Marketing Management
Nursing
Office Management
Paraprofessional Accounting
Radiation Therapy
Radiologic Technology
Real Estate
Recreation Leadership

Certificates of Achievement
(45 Credits)

Administrative Assistant
Advanced Animation & Graphics
Advanced Video Production
Advanced Web Multimedia
Alcohol & Drug Studies
Animation & Graphics
Cisco Support Technician
Computing Security Professional
Database Administration
Digital Video Production
Early Childhood Education
Early Childhood Special Education
Fire Command & Administration
Internet Application Development
Media Theory
Microcomputer Support Specialist
Microsoft Network Support
Nuclear Medicine Technology
Paraprofessional Accounting
Programming (C++, Client Server)
Radiation Therapy
Sales & Marketing
Web Multimedia Authoring

Certificates of Accomplishment
(Less than 45 Credits)

Accounting Information Systems
Appraisal
Bookkeeping
Business Software Specialist
C# Developer
E-Commerce Specialist
Entrepreneurship
Escrow
Infant & Toddler Care
Interpretation
Java Developer
Mortgage Finance
Office Assistant
Project Management
Real Estate
Retail Management
Sales & Marketing
Technical Support
Title Insurance
Translation

Bellevue Community College

For general inquiries, call: **(425) 564-1000**

For admissions & registration, call: **(425) 564-2222**

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