

2008-
2009



Course Catalog



Become exceptional
Bellevue Community College

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**Need help
understanding terms
in this catalog?**

**Visit *www.
bellevuecollege.edu/
catalog/vocabulary***

General Information	(425) 564-1000
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Admissions

General Admissions	(425) 564-2222
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Selective Admissions Programs

Bachelor of Applied Science in Radiation and Imaging Sciences.....	(425) 564-3170
Diagnostic Ultrasound Technology	(425) 564-2316
Nuclear Medicine Technology.....	(425) 564-2316
Nursing (Associate Degree)	(425) 564-2012
Radiation Therapy, Radiologic Technology, Nuclear Medicine, and Diagnostic Ultrasound	(425) 564-2316

Institutional Advancement

BCC Foundation & College Relations	(425) 564-2386
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Instruction

Arts & Humanities Division	(425) 564-2341
Business Division	(425) 564-2311
Continuing Education	(425) 564-4000
Health Sciences, Education & Wellness Institute	(425) 564-2012
Science Division	(425) 564-2321
Social Science Division	(425) 564-2331

Library Media Center	(425) 564-2252
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President's Office	(425) 564-2301
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Services

Admissions.....	(425) 564-2222
Assessment & GED Office.....	(425) 564-2243
Bookstore	(425) 564-2285
Center for Career Connections & Women's Center	(425) 564-2279
Counseling Center.....	(425) 564-2212
Disability Resource Center	(425) 564-2498
TTY phone.....	(425) 564-4110
Educational Planning Advising Center.....	(425) 564-2212
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
Academic Success Center	(425) 564-2200
Admissions.....	(425) 564-2222
Associated Students of BCC	(425) 564-6150
Cashier	(425) 564-2309
Childcare & Headstart.....	(425) 564-2240
High School Programs	(425) 564-2026
Library Media Center	(425) 564-6161
Public Safety	(425) 564-2400
TRiO.....	(425) 564-5745
Venture Program	(425) 564-2844
Workforce Education	(425) 564-4054



Become Exceptional at BCC!

Welcome to Bellevue Community College, where our goal is nothing less than to help you *Become Exceptional* – to support you in achieving beyond your own and others' expectations.

At BCC we will help you to consider the next thing, not just do the current thing. Our graduates are critical thinkers, ready to work in changing environments and adapt to emerging technologies.

And we are committed to your success.

Our dedicated instructors are here specifically because they want to teach, not publish or do research. Our small classes make it easy for you to get to know your instructors and other students and receive individual assistance.

We offer comprehensive services to support you with everything from tutoring to academic advising, career planning, internships, and special assistance for students with disabilities and those who are from low-income homes or are the first in their families ever to go to college. Please be sure to look at pages 13-17 of this catalog to learn how we can meet your specific needs.

Students report that the BCC experience is challenging but energizing, with a rich college life both in and outside the classroom. Learning comes alive at BCC through a host of exceptional learning environments, such as a planetarium with digital animation that allows you to walk the surface of Mars virtually. A robust program of clubs and events encourages student-to-student connections in everything from the Phi Theta Kappa honor society to the Anime Club. Opportunities abound to pursue your passions – from working on BCC's award-winning newspaper to singing with our nationally renowned jazz group, Celebration!, volunteering at our community radio station or playing a varsity sport.

At BCC you can complete the first two years of a bachelor's degree, prepare for a career, update your current job skills or simply pursue your passions. What's more, BCC launched a bachelor's degree program in radiation and imaging sciences in Fall 2007. Eastern Washington University also offers bachelor's degrees in several fields right on our campus.

To help you work around complicated personal schedules we supplement our traditional daytime offerings with evening, hybrid, once-a-week and online classes. We also offer child care at our exemplary Early Learning, Family and Child Care Center.

Why not become one of the many people who have launched their journey to success at Bellevue Community College? Join us, and let us help you *Become Exceptional*.

Sincerely,

A handwritten signature in cursive script that reads "B. Jean Floten". The signature is written in dark ink on a light background.

Jean Floten
President

Introduction

Vision, Values, Mission, Goals

adopted by the Board of Trustees, October 2003

Vision

Bellevue Community College will continue to be the region's college of choice, based on its excellence, innovation, and national recognition for exemplary programs.

Core Values

We, the Board of Trustees, faculty, staff, and administration of Bellevue Community College, place students at the center of all we do and support and promote the excellence of their efforts. We affirm and embody pluralism; value collaboration and shared decision making; and honor creativity and innovation. We consider it our duty to anticipate changing demands in education and welcome the opportunity to shape its future. We acknowledge our responsibility to society and embrace the belief that widespread access to excellent postsecondary education is the cornerstone of a democratic society.

Mission

Bellevue Community College is a comprehensive and innovative college that advances the life-long educational development of its students consistent with their needs, interests, and abilities while strengthening the economic, social, and cultural life of its diverse community. The college accomplishes this purpose by providing high-quality, flexible educational programs and services that are academically, geographically, and financially accessible. Committed to teaching and learning excellence and employee growth and development, the college nurtures a supportive environment throughout its programs and services.

Goals

Access

BCC will provide access to educational programs and services that strengthen the economic, social, and cultural life of its diverse community.

Student Success

BCC will support students' lifelong educational development by offering programs and services consistent with their needs, interests, and abilities.

Teaching and Learning Excellence

BCC will offer educational programs and services that are responsive, flexible, and of the highest quality.

Institutional Accountability

BCC will maintain a viable and supportive system of organizational review that verifies and improves college effectiveness and ensures the integrity of programs.

Professional and Organizational Excellence

BCC will foster creativity and innovation, high standards of professional excellence, a developed sense of community, and continuous organizational renewal.

Financial Sustainability

BCC will remain preeminent by strengthening its financial position.

Technology Leadership

BCC will be a leader in administrative and educational technology, including online learning.

Pluralism

BCC will advance diversity programs that promote pluralism, inclusion, and global awareness.

Community Leadership and Partnership

BCC will be a leader and partner in building a strong and vibrant region.

Affirmation of Inclusion

adopted by the All College Council, June 1992

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.

Accreditation

Bellevue Community College is accredited by the Northwest Commission on Colleges and Universities, an institutional accrediting body recognized by the Council for Higher Education Accreditation and/or the U.S. Department of Education. This accreditation was most recently reaffirmed in 2005.

The accrediting body is located at:

Northwest Commission on Colleges
and Universities
8060 165th Avenue NE, Suite 100
Redmond, Washington 98052-3981

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.

Limitation of Liability

The college's total liability for claims arising from a contractual relationship with the student in any way related to classes or programs shall be limited to the tuition and expenses paid by the student to the college for those classes or programs. In no event shall the college be liable for any special, indirect, incidental, or consequential damages, including but not limited to, loss of earnings or profits.

Equal Opportunity and Reasonable Accommodation

Bellevue Community College is an Equal Opportunity Employer and operates under an Affirmative Action Plan, in accordance with applicable federal and state laws and regulations. Bellevue Community College reaffirms its policy of equal opportunity regardless of race, color, creed, religion, national origin, sex, sexual orientation, age, marital status, disability, or status as a disabled veteran or Vietnam era veteran.

This policy applies to all programs and facilities, including, but not limited to, admissions, educational programs and employment. Discrimination is prohibited by Presidential Executive Order 11246 as amended, Washington State Gubernatorial Executive Orders 89-01 and 93-07, Titles VI and VII of the Civil Rights Act of 1964, Washington State Law Against Discrimination RCW49.60, Title IX of the Education Amendments of 1972, State of Washington Gender Equity in Higher Education Act of 1989, Sections 503 and 504 of the Rehabilitation Act of 1973, Americans with Disabilities Act of 1990, Age Discrimination Act of 1967 as amended, Age Discrimination Act of 1975, Vietnam Era Veterans' Readjustment Assistance Act of 1972 as amended, other federal and statutes, regulations, and college policy.

Coordination of the compliance efforts at Bellevue Community College with respect to equal opportunity and disability accommodation regulations is under the direction of Beatrice Hughes, Vice President of Human Resources, Bellevue Community College, 3000 Landerholm Circle SE, Bellevue, WA 98007-6454, telephone (425) 564-2274, (425) 564-4184 TTD/TTY.

Bellevue Community College is committed to providing access, equal opportunity and reasonable accommodation in its services, programs, activities, education, and employment for individuals with disabilities.

For information or to request disability accommodation, students should contact the Office of Disability Support Services at – Voice: (425) 564-2498, TTY: (425) 564-4110, Fax: (425) 564-4138 or email: dss@bcc.ctc.edu. Employees and the general public should contact Human Resources at – Voice: (425) 564-2274, TTY (425) 564-4184 Fax: (425) 564-3173 or e-mail: hr@bcc.ctc.edu.

Students and Learning

At Bellevue Community College, instructional programs are designed to improve students' performance in fundamental abilities:

- as effective communicators;
- in logic and reasoning;
- as critical thinkers;
- in appreciation of and communication across diverse cultures.

BCC's Learning Outcomes Assessment Program evaluates the quality of instruction, based upon the evidence of student success. The program bases assessment of student success on the quality of student work in classrooms and in student service programs, on survey of student opinion about their educational experiences at BCC and their attitudes about education, and survey of instructor and staff opinion about program quality and currency and student success. The Assessment Program yields information and evidence to support the improvement of the college curriculum and of student support.

Bachelor Degree

Bachelor of Applied Science degree in the field of radiation and imaging sciences. This is a career-oriented bachelor degree completion program for those who have achieved national certification in radiologic technology, diagnostic ultrasound, radiation therapy, or nuclear medicine. See page 25-26 for complete degree information.

Transfer Associate Degrees

Associate Degrees

The college offers six transfer associate degrees. Students must follow the appropriate degree guidelines in order to fulfill graduation requirements. These degrees are intended for students who are pursuing a bachelor degree. These degrees are all part of the Intercollege Relations Commission (ICRC) transfer agreement and offer several options depending on the student's area of interest. See page 27-39 for further degree details, major programs, and degree requirements.

- Associate in Arts & Sciences-Direct Transfer Agreement
- Associate in Business-Direct Transfer Agreement/Major Related Program
- Associate in Elementary Education- Direct Transfer Agreement/Major Related Program
- Associate in Math Education-Direct Transfer Agreement
- Associate in Science
 - Biological, Environmental/Resources, Chemistry and Earth Sciences (Life Sciences)

- Track II: Physics and Atmospheric Sciences (Physical Sciences)
- Track II: Engineering/Major Related Program
 - Chemical and Bio-Engineering
 - Electrical and Computer Science
 - Civil, Mechanical and other Engineering
- Associate in Applied Science-T (AAS-T)
 - Criminal Justice
 - Early Childhood Education

Professional/Technical Degrees and Certificates

Associate in Arts Degree

- This may be the right choice if you want to earn a credential in a specific career field; not designed as a transfer program. Review program areas on page 43-44.

Certificates of Achievement

- Provide training in a focused program in a specific occupational field and require 45 credits or more of prescribed courses. Certificates require instruction in (1) communication; (2) computation; and (3) human relations.

Certificates of Accomplishment

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

Certificates of Completion

- Provide focused training and require fewer than 20 credits

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.

General Studies

Associate in Arts General Studies

This is a degree that grants academic recognition for the completion of 90 applicable college level credits. It is not for students intending to transfer to a university/college in pursuit of a baccalaureate degree nor does it fulfill the first two years of general education requirements for a bachelor degree (see Transfer Associate Degrees on page 27).

Developmental Instruction

Courses numbered below 100 do not apply 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 Educational Development (GED)

This program is available for students 19 years or older so that they can prepare for the GED exam. The exam is available through the Assessment Office. See page 20 for more details.

Associate in Occupational and Life Skills

The *Venture Program* degree is designed for postsecondary highly motivated young adults with diverse learning, cognitive, and intellectual disabilities. This degree combines academic, workplace, and social/life skills to prepare students for independence and entry-level employment in a variety of settings. Not intended for students pursuing a baccalaureate degree. For admissions information, contact the Venture office at (425) 564-2844.

Continuing Education

Continuing Education offers a wide array of opportunities for the lifelong learner. Classes are designed to meet the needs of working professionals, developing businesses, technology enthusiasts, retirees, and casual learners seeking personal enrichment. As practitioners in their respective fields, our instructors bring valuable experience and expertise to the classroom. Instruction options range from three-hour workshops to ten-week classes with new offerings starting throughout the quarter. There is a class or certificate path to suit virtually every interest and scheduling requirement.

To review the latest class descriptions, schedules and fees, pick up a copy of the Continuing Education print schedule, visit www.gotobcc.com, or call to speak to one of our knowledgeable customer service representatives at (425) 564-2263.

Enrollment Information



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. 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 online at www.bellevuecollege.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 for admission.

Official transcripts are required ONLY when the student applies for graduation or for an official evaluation of credits. Official transcripts that are submitted are returned to the student in a sealed envelope in order to keep the transcript official for BCC purposes only.

Formerly enrolled students

In order to regain admission, students who have not attended Bellevue Community College for

four consecutive quarters must submit a new application for admission.

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

Bachelor of Applied Science Admissions

Students applying for admission to the bachelor of applied science program must meet the application deadline and entrance requirements to be considered. Admission is competitive; meeting minimum requirements does not guarantee admission, as the number of qualified applicants may exceed the number of available enrollment spaces. Preference is given to applications received beginning December 1 of each year through March 15 of the following year for admission in Fall Quarter. The final date applications may be submitted is April 15. See pages 25-26 for complete admission and degree information.

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, or the International Business Professions (IBP) program. International students on F-1 visas are required to complete a minimum of 12 quarter college credits or 18-20 hours of intensive English instruction each quarter.

All F-1 visa holders who are on BCC's I-20 forms must either enroll in BCC's international student insurance plan at the time of registration or show proof of medical insurance coverage for each quarter of their attendance.

College credit programs

International students are admitted to the college credit programs upon meeting the following requirements (students 16 and 17 year olds must also submit three Underage Release Forms with proof of high school graduation or equivalent):

- a completed and signed International Student Application form with a non-refundable application fee of \$50 U.S.;
- proof of English language proficiency in one of the following ways:
 1. a TOEFL score of 61 (internet based) or 173 (computer based) or 500 (paper based); OR
 2. an IELTS overall band score of 5.0; OR
 3. Two years of non-ESL English classes in an American high school or an international school with a recommended GPA of 2.50; OR
 4. Successful completion of the BCC Bridge program with a minimum GPA of 2.00; OR
 5. An "A-" grade in the Integrated Skills 5 in the Intensive English/University Preparation program;
 6. Successful completion of the highest level at another intensive English school with a letter of recommendation written by the school official AND successful completion of the Bridge program at BCC.
- official transcripts in English from applicant's previous school(s);
- certification of financial support;
- a one-page essay written by the applicant in English describing his/her academic and career goals;
- a photocopy of the applicant's biographic passport page.

Intensive English/University Preparation

International students are admitted to the Intensive English/University Preparation program upon meeting the following requirements (students 16 and 17 years of age must also submit three Underage Release Forms):

- a completed and signed International Student Application form with a non-refundable application fee of \$50 U.S.;

- official transcripts in English from applicant's previous school(s);
- certificate of financial support;
- a photocopy of the applicant's biographic passport page.

International Business Professions (IBP) Program

Please contact ISP office about IBP admission requirements.

Registration

Credit Courses

1. New and former students (new to BCC or returning after an absence of more than four 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 enrollment calendar is published in the Credit Class Schedule and online at www.bellevuecollege.edu.
2. Continuing students are those currently enrolled or those students who have been absent for four quarters or less. Continuing students register at their scheduled times by remote access: online at www.bellevuecollege.edu. System access for adding courses ends on the third day of each quarter, except Summer when it ends on the second day.
3. Transfer students must apply for admission and follow the new and former student process.
4. Open 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 online or submits a completed Schedule Change Form to the Student Services Center. 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 registration priority based on the total credits completed at BCC. New and former students are assigned access 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.

Waiting List

Registration for most credit courses at BCC uses a waitlist process. This feature offers students a fair and consistent method of being enrolled in the class if openings occur. If a class using the waitlist option is full, students can choose to be put on the waiting list; the student will be automatically enrolled in the class when a space becomes available. Students can add their names to the waiting list via the website or in person at the Student Service Center. Students who decide they no longer want to be on the waiting list for a class can return to online registration to check their waitlist status or come to the Student Service Center to remove their names.

Students should check their schedules daily to learn if they have been enrolled in their waitlisted classes and to be informed of any resulting changes to their tuition and fees.

Students who register into another section of the same class they are waitlisted for will be dropped from the waitlisted section.

Students who have not been registered via the waitlist process by the first day of classes should go to the class on the first day for further instructions.

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/Part-time credit load

For academic purposes, 12 credit hours is considered to be a full-time load and 6 credit hours is considered a part-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 Vice President of Student Services.

Continuing Education (noncredit) 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 and Fees

Tuition and fees may be paid through Visa, MasterCard, check, or cash. Checks returned because of stop payment will be charged \$28.80, 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 \$18.75 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

The following chart shows the per credit per quarter resident and non-resident 2007-2008 tuition and fees in effect at the time of publication. (See "Residency" for definitions.)

*Please note that all tuition and fee rates are subject to change by the Board of Trustees and/or the Washington State Legislature. Check the Credit Class Schedule or the BCC website (www.bellevuecollege.edu) for current tuition and fee amounts. Additional fees are described below.

*Tuition for lower division courses (299 & below):

Number Credits	Resident Tuition	Non-Resident Tuition
1	81.30	253.00
2	162.60	506.00
3	243.90	759.00
4	325.20	1,012.00
5	406.50	1,265.00
6	487.80	1,518.00
7	569.10	1,771.00
8	650.40	2,024.00
9	731.70	2,277.00
10	813.00	2,530.00
11	894.30	2,783.00
12	975.60	3,036.00
13	1,056.90	3,289.00
14	1,138.20	3,542.00
15	1,219.50	3,795.00
16	1,300.80	4,048.00
17	1,382.10	4,301.00
18	1,463.40	4,554.00
19 & OVER	(1)	(2)

(1) Residents pay \$1051.4 for 18 cr + \$70.35 Addition per credit beyond 18

(2) Non-Residents pay \$2798.80 for 18 cr + \$242.05 Addition per credit beyond 18

Enrollment Information

***Tuition for upper division courses (300 & above):**

Number Credits	Resident Tuition	Non-Resident Tuition
1	\$152.70	\$432.85
2	305.40	865.70
3	458.10	1,298.55
4	610.80	1,731.40
5	763.50	2,164.25
6	916.20	2,597.10
7	1,068.90	3,029.95
8	1,221.60	3,462.80
9	1,374.30	3,895.65
10	1,527.00	4,328.50
11	1,532.90	4,333.95
12	1,538.80	4,339.40
13	1,544.70	4,344.85
14	1,550.60	4,350.30
15	1,556.50	4,355.75
16	1,562.40	4,361.20
17	1,568.30	4,366.65
18	1,574.20	4,372.10
19 & OVER	(5)	(6)

(5) Upper Division course residents pay \$1,594.20 for 18 credits + \$140.89 additional per credit beyond 18.

(6) Upper Division course non-residents pay \$4,263.70 for 18 credits + \$438.09 additional per credit beyond 18.

Other Fees

Late registration fee

Students who register after the tenth day of the quarter must use a special permit to enroll form and will be assessed a \$125.75 late registration fee for each course in addition to the tuition and fees.

Comprehensive fee

A comprehensive fee is calculated into the student's tuition and fees charged during registration, and is used to provide services for no additional charge. These services include (but are not limited to) parking, unofficial transcripts, and a catalog.

Technology fee

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

Drop for Non-Payment

Tuition and fee payments are due within seven days from the first day the student registers for each class OR by the first day of the quarter, whichever comes first. If students register on or after the first day of the quarter, payment is due immediately. If students do not pay on time, the

college may drop them from some or all classes. If students are dropped from classes for non-payment, the college will notify them in writing or by e-mail. Students will be charged a \$18.75 fee if they are dropped for non-payment at any time. This fee will be charged each time students are dropped for non-payment in any quarter.

Other Charges

Certain courses require fees for laboratory use, licensing, internet service provider, etc. These fees are identified in the Credit Class Schedule; tuition and fee waivers generally do not apply. 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 authorized by the Washington State Legislature. The college policy offers the maximum refunds allowed by state law. Refunds are paid when a credit student withdraws from the college OR when a credit student withdraws from course(s). The amount refunded will be based on course(s) withdrawn. There is an \$8.75 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 noncredit Continuing Education courses (these courses may have a separate refund procedure; students should check the Credit Class Schedule or Continuing Education schedule for details). Tuition refunds for students receiving financial aid are processed by the Financial Aid Office and are generally returned to the program which paid the tuition. Complete withdrawals are processed using the federally-mandated Return of Title IV Funds for federal financial aid and a similar return occurs for state financial aid.

The college begins to process refunds after the third day of classes. Students may request a refund earlier by visiting or contacting cashiering. 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. Outstanding debts to the college will be deducted from refunds. Any refund balance remaining after 8 quarters will be forfeited.

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

- 100% refund (minus \$8.75 fee) through the fifth instructional day of the quarter.
- 50% refund (minus \$8.75 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 \$8.75 fee) through the fourth instructional day of the quarter.
- 50% refund (minus \$8.75 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.

The state legislature may revise waivers. Currently the waivers include, but are not limited to:

1. General Waivers

Children of Deceased or Disabled Law Officers and Firefighters

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

Athletic Waiver

Waives 25% of the operating fee of 15 credits for grant-in-aid eligible student athletes (as defined by NAACC).

Veteran Waiver

Waives 25% of tuition and some fees for eligible veterans or National Guard member, child and spouse of an eligible veteran or National Guard member who became totally disabled or POW/MIA.

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

Congressional Dependents

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

Higher Education Employees, Spouses and Dependents

Waives all or a portion of the non-resident differential for those persons living in the state of Washington and employed in higher education on at least a half-time basis and for their spouse and dependent children.

U.S. Citizens and Resident Aliens

Waives 40% of the non-resident operating fee differential, not building differential, after the student has enrolled and paid as a non-resident for one quarter, the waiver may be applied to the second quarter and thereafter.

Refugee Waiver

Waives the non-resident differential for refugees, spouses and dependent with parole status, immigrant visa, or citizenship application for full or part-time students.

Distance Learners

Waives the non-resident operating fee differential, not building fee differential, for students enrolled ONLY in distance education classes.

State Employees, Veterans of Korean Conflict and National Guard

Waives all or a portion of the non-resident differential for full and part-time state employees, veterans of the Korean Conflict and National Guard members residing in the state of Washington (RCW 28B.15.588 and SSB-5189-Chapter 160 Laws of 2003)

3. Space-Available Waivers

Senior Citizens, Credit and Audit

Waives all or a portion of tuition and services and activities fee with a maximum registration fee of \$7.00 per class, limited to two classes, for adults 60 or older.

State Employees

Waives all or a portion of tuition and services and activities fee for at least half-time eligible state employees with a registration fee of \$20 per class plus all fees associated with the class.

4. Ungraded Courses

ABE/ESL/GED

Waives all of tuition for needy students who must provide documentation from organization(s) that verify student's low income status.

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

- is on active military duty stationed in the state of Washington and their spouse or dependent; or serves in the Washington National Guard and their dependents; or
- is a member of one of several eligible Native American tribes.

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' Advisor 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' Advisor.

All VA benefit recipients are required to enroll in at least 6 credits (Fall to Spring term) per quarter to receive a monthly check. VA will only pay for tuition and fees when a student enrolls for 5 credits or less. Telecourses and online courses 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' Advisor when students suspect they may fail to maintain academic progress.

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

Enrollment Information

Bellevue Community College is now offering a 25 percent reduction in state tuition for eligible veterans and dependents of disabled or deceased veterans. The tuition discount was adopted by BCC's Board of Trustees effective spring, 2007.

Bellevue Community College President Jean Floten believes "It is important that we honor our veterans for their service." Veterans are welcome to visit and learn more about our programs.

Current and new students should contact the Bellevue Community College Veterans' Advisor at (425) 564-2220, Room B123-A, or e-mail mgeorgia@bcc.ctc.edu to determine their eligibility.

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:

- on the web: go to www.bellevuecollege.edu,
- on the kiosks in the Student Services Building: choose the "Student Schedule" button,
- through the mail: student must 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 (not recorded in the system), 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/Noncredit = CR/NC

Credit/noncredit ("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 first 10 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 Instruction, 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 Standards Policy

Academic Progress

Students will be notified by the registration office regarding Academic Standards once they

have achieved 30 credits in residence. Additional information will be provided to students to assist them to graduate in a timely manner and to notify them of the process for applying for graduation. Information provided may include available resources such as advising services, counseling and tutoring center.

Students are making academic progress when they have attempted 30 or more college-level credits, and

- Achieve a cumulative GPA of 2.0 or higher, and
- Complete at least 75 percent of the credits attempted, and
- Complete their degree/certificate before reaching 125 percent of the required credits.

Students who reach 85 percent of the college-level credits required for their degree/certificate will be notified by the office of the Dean of Student Services that they should be nearing completion and inform them of the 125 percent requirement to meet academic progress standard. Students who reach 125 percent of the college-level credits required for their degree/certificate will be required to meet with a counselor for approval of any additional courses. Courses approved will only be those necessary for completion of the degree.

Academic Probation

Students who fail to meet the academic progress standards may be placed on academic probation and their registration blocked until they meet the standard. Students are placed on academic probation when they:

- Fall below 2.00 cumulative GPA after attempting 30 college-level credits, or
- Fail to complete 75 percent of the credits attempted over 3 consecutive quarters, or
- Withdraw from more than 25 percent of their attempted credits over 3 consecutive quarters, or
- Reach 125 percent of the required credits for their degree/certificate program.

Students on academic probation are blocked from registration. They will be contacted by the Counseling Center staff or delegate and offered interventions including a personal academic session. The counselor or delegate may allow the student to register for an upcoming quarter after an approved plan has been formulated. The student will remain on academic probation until he or she meets academic progress standards.

Academic Dismissal

Students will be dismissed from the college and future registration will be blocked when they:

- Reach 60 cumulative GPA credits with a cumulative GPA below 2.00, or
- Reach 140 percent of the required credits for their degree/certificate program, or

- Fail to complete 75 percent of the college-level credits attempted over 4 consecutive quarters, or
- Withdraw from more than 25 percent of their attempted college-level credits over 4 consecutive quarters.

Students who have been dismissed from the college for academic reasons may apply to be reinstated after an evaluation of the circumstances that led to the academic dismissal. The student must submit to the Dean of Student Services a suitable plan to improve academic performance. The student may be referred to the Director of Counseling and be required to participate in intervention(s) designed to improve their academic success, such as a workshop on study skills and time management. If the student is reinstated, their registration will be blocked while a counselor helps with the student's progress.

Petitions to appeal an academic dismissal must be received in writing in the office of the Dean of Student Services 48 hours prior to a meeting of the Academic Standards Committee to be considered during a scheduled meeting. Otherwise, the committee will be convened within ten (10) working days from the date of appeal submission. Students will be mailed a copy of the committee's decision.

The Academic Standards Committee has jurisdiction over matters relating to academic standards, and makes recommendations to the Executive Dean of Instruction concerning the application of academic progress requirements. In particular, the committee is empowered to act on petitions from students who wish to be granted an exception of their academic dismissal. Approval of these requests is neither automatic nor guaranteed; each request is evaluated on its own merits.

Contesting 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 the grades they have awarded in their 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.

Student Profile

Where do our students come from?	60% from East King County Communities
Number of students:	35,000 annually
Gender distribution:	Females 60% / Males 40%
Age of all students:	Median 28.1 / Average 32.2
Educational intent of degree-seeking students:	Academic transfer 74%
.....	Professional-technical 26%
Race/Ethnicity of degree-seeking students ¹ :	Asian and Pacific Islander American* 17.4%
.....	African-American* 4.6%
.....	Native American* 0.8%
.....	Multi-Racial* 5.3%
.....	White* 71.9%
⁽¹⁾ Data are only for students who identified with a race category; 6% of these students self-identified as Latino or Hispanic separate from any race.	
International Students:	About 1,200 students per year from nearly 80 countries
Students with Disabilities:	Nearly 900 self-identified; over 500 received service

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 & 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. 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 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) & 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.

A maximum of 60 AP and/or IB credits may be awarded; however, not all credits may apply toward a BCC degree or certificate.

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.”

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 for example, AP ART 5.0 CREDITS.

College Credit & Careers Network

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

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 Courses

At BCC, courses numbered 100 or higher are considered “college level.” Courses numbered 099 and below help students prepare themselves for college-level work.

College-Level Examination Program (CLEP)

A maximum of 15 restricted 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 Exam Credit 5.0.”

Continuous Enrollment

Students may elect to graduate under the provisions of the official catalog in effect at the time they first started at the college OR at the time they apply to graduate, providing five years have not lapsed and they have remained continuously enrolled at the college.

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 “BTS 165 Credit By Exam 5.0.”

Cross-Listed Courses

Certain courses may fulfill requirements in more than one program or discipline. This assists fulfillment of the minimum three distinct discipline distribution requirements for the Associate in Arts & Sciences degree. For example, the catalog description for POLS 201 states “Same as PHIL 201. Either POLS 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 restricted 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.”

Out-of-Sequence Courses

Credit is not awarded for prerequisite courses in composition, mathematics, world languages, or sciences 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 (Precalculus I) or MATH 156 (College Algebra for Business & Social Science) may be taken for credit, not both."

Reciprocity Agreement

Washington community and technical colleges (CTCs) offer reciprocity to students transferring within the CTC system who are pursuing the Direct Transfer Agreement (DTA) degree or the Associate in Science-Transfer (AS) degree. Students who completed an individual course that met distribution degree requirements or fulfilled entire areas of their degree requirements at one college will be considered to have met those same requirements if they plan to complete the same degree when they transfer to another community or technical college in Washington. These degree requirements include Communication Skills, Quantitative Skills, or one or more Distribution Area requirements. Students must initiate the review process and must be prepared to provide necessary documentation to the Evaluations Office. Students must meet Residency Credit and Continuous Enrollment requirements at BCC.

Residency Credit Requirement

At least one-third of the credits required for an associate degree or certificate must be completed in residency 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.

Experiential & Non-Traditional Learning at BCC

BCC provides students with a wide variety of opportunities to actively engage in meaningful applied learning experiences during their course of study at the college. These experiences are designed to help students connect to the wider community and to create an integrated and synergistic matrix of knowledge, skills, and understanding. The deeper and more connected learning that comes from application and reflection is an important part of education at BCC.

Students can take advantage of three major types of experiential learning: Prior Learning Assessment, Academic Internships, and Academic Service Learning.

Prior Learning Assessment

Students can have previous learning assessed for possible college credit at BCC. Prior learning can come from work, education, or life experiences. Interested students should enroll in EXPRL 187, which guides them in preparing a portfolio. The course includes instruction in adult learning theory, identifying relevant past learning experiences, developing specific portfolio outcomes, and determining the type and amount of expected credit. At the conclusion of the class, each student's portfolio will be evaluated by the appropriate department, and a determination of credit will be made.

Academic Internships

BCC develops internship positions for students with a wide range of businesses, non-profit agencies, governmental organizations, and BCC programs, so that students will have the opportunity to engage in meaningful work-based learning related to their studies at the college. The college's Internship Program will assist students with resume and interviewing strategies, help them identify positions related to their career path, and enroll them for academic credit in EXPRL 191, 192, or 193 if they are selected for an internship. The internship is guided by well-defined learning goals that each student chooses with the help of faculty and agency personnel.

Students may participate in an internship to help decide on a career path, to learn more about their chosen field, or to make connections for career advancement.

Academic Service Learning

Many classes at BCC have a service learning component, in which students do a community service project as part of their class work. The service is integrated with class instruction and focuses on critical, reflective thinking and civic responsibility. It is tied to the learning outcomes for the course. Please check the course schedule for classes that provide service learning opportunities.

Academic Concentration

Certain departments and programs at BCC offer an "academic concentration" option. Students who are pursuing an Associate in Arts and Science 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 basic skills and 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).

Bellevue Community College has dramatically changed thousands of lives.



Graduation

One graduation application must be filed, with a fee, for each degree or certificate. To be eligible for graduation, students must:

- Complete all degree/certificate requirements in specified curriculum.
- Earn a minimum cumulative grade point average of 2.00 in all coursework taken at BCC.
- Earn a cumulative grade point average of 2.00 or better in all courses applied to the degree/certificate, including credits transferred from other colleges.
- Complete at least one-third of all the credits applicable toward the degree/certificate in residence at BCC.
- Submit official transcripts for credits transferred from other colleges.

Students may elect to graduate under the provisions of the official catalog in effect at the time they first started at the college OR at the time they apply to graduate, providing five years have not lapsed and they have remained continuously enrolled at the college.

Graduation application deadlines are:

Summer Quarter - March 15
Fall Quarter - June 1
Winter Quarter - October 10
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.

Graduation with Distinction

The college encourages students to achieve the highest level of scholarship in pursuit of their educational goals. Students who have earned a degree or certificate of achievement and have maintained a high cumulative grade-point

average in all coursework completed at BCC will receive recognition at the graduation commencement. A notation will also be included on BCC official transcripts and diplomas. Credits transferred to BCC from other colleges are not included in the calculation of the cumulative grade-point average for distinction recognition. Distinction is recognized as follows:

- Cumulative grade point average of 3.50-3.74
– “With Distinction”
- Cumulative grade point average of 3.75-4.0
– “With High Distinction”

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 generally 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 invited to participate in the June commencement ceremonies.

Student Records

Access to student enrollment information and grades is available on the BCC website. SID and PIN are required. 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 paper records are not maintained beyond one year from the last date of attendance.

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 releasable 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

A permanent official transcript will be sent to the student, a college, university, or other agency upon the student's written request ONLY. Requests for transcripts may be made online 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. Access to grades may be withheld if any financial or other obligations are not fulfilled such as outstanding tuition and fees or fines, or for unreturned college property. There is a \$5.80 processing fee for each official transcript ordered. For instructions on ordering transcripts, call (425) 564-2222 or go to the BCC website.

Credit Class Schedules

Bellevue Community College publishes and distributes its 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. Schedule information is also available on the BCC website.

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



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.bellevuecollege.edu.

Academic Success Center

Located in D204, The Academic Success Center includes four facilities: Academic Tutoring, Reading, Writing and Math Labs. For hours, to make an appointment, and other information, please call the front desk at (425) 564-2200 or visit us online at www.bellevuecollege.edu/academicsuccess.

- **Academic Tutoring:** provides 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 and funding are available. Group sessions may be attended on a drop-in basis, when available, by students performing at any grade level. Please call (425) 564-2468 or visit www.bellevuecollege.edu/tutoring for more information.
- **The Math Lab:** provides free, drop-in tutorial assistance to students currently enrolled in a math class offered through the BCC Mathematics Department. Please call (425) 564-2492 or visit <http://scidiv.bcc.ctc.edu/MathLab> for more information.
- **The Writing Lab:** provides one-on-one tutoring for 25 minutes per session for help with essays, resume writing, personal statements for college applications and more. For an appointment call (425) 564-2493 or visit www.bellevuecollege.edu/writinglab for online resources.
- **The Reading Lab:** serves many levels of need. The lab may be used independently to practice vocabulary, speed and comprehension but may also include registration in a one- or two- credit developmental English course. Call (425) 564-2494 or visit www.bellevuecollege.edu/writinglab/ReadingLab.html for more information.

Assessment

BCC requires that 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.



The Center for Career Connections

The Career Center and the Women's Center offer a variety of services to increase students' success in attaining their educational and career goals. All services are available to both men and women. They offer assistance with career planning in both traditional and non-traditional careers, job search skills, academic internships, work-study opportunities, scholarship search, resource referrals, and job and internship postings via the Web.

Career Exploration

To help explore different career choices or plan a career, they provide credit and noncredit classes and workshops, where emphasis is placed in developing lifelong skills; networking with other students and business leaders; and facilitated in-depth reflection of career and life goals. Career consultants can help direct students to an appropriate class or can offer individualized career planning, including Myers-Briggs and Strong Interest Inventory career assessments. Their computer resource area is equipped with programs and websites to help students explore the labor market.

Job Search

The Centers are a great resource for getting job search assistance. The resume writing and interviewing strategies class is individualized and interactive, involving employers to tell students what they want to see in a candidate. Career consultants also offer individualized resume and cover letter critique.

Internships

Students can get help to search for an internship that will also earn credit through the Academic Internship Program. They offer an active Web-based job and internship posting board to aid in career or internship search at www.bellevuecollege.edu/careers.

Scholarships

They also provide referrals to services and resources, and assistance in searching for scholarships. Visit the Centers on the second floor of the Student Services Building, Main Campus, call (425) 564-2279 or visit www.bellevuecollege.edu/careers for more information.

Counseling Center

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

Disability Resource Center

Disability Resource Center (DRC) provides academic adjustments and auxiliary aids or core services for equal access to classes for eligible students who have disabilities. Appropriate accommodations are authorized when a student requests them after following the eligibility processes set by disability laws and college procedures. Part of the eligibility process includes the student submitting documentation of his/her disabling condition(s).

The program provides opportunities for students to build skills in self-advocacy, knowledge of institutional systems and knowledge of internal and community resources. DRC facilitates referrals to outside agencies and other BCC programs as well as providing advocacy when appropriate.

Visit DRC in room B132 or call (425) 564-2498; TTY line, (425) 564-4110 or visit www.bellevuecollege.com/drc.

Early Learning, Family, & Childcare Center

The Childcare Center serves children six weeks to six years old. It provides affordable, quality childcare with ongoing preschool activities. Parents enrolling their children are asked to participate in the Parent Involvement program. Low-income families may apply for enrollment in Head Start, an enhancement program for children three to five years old. Call (425) 564-2240 for more information. (See also: Parent Education)



Educational Planning Advising Center

Professional Academic Advising

New, returning or continuing students who are undecided/exploratory may drop in or schedule an appointment with a professional academic advisor by calling (425) 564-2212. Students who have declared a major may also receive professional advising. Students who are not sure where to go next may consult the program contact information provided at www.bellevuecollege.edu/programs/az.

New Student Advising

Whether you are new to college or a returning student, academic advising is the first step to a successful academic experience. As a new student, an advisor will assist you with understanding degree requirements, choosing appropriate coursework, and designing an educational plan. In addition, you will learn about valuable student resources. For more information go to: www.bellevuecollege.edu/advising or call (425) 564-2212.

Transfer Center

Located on the second floor of the Student Services Building, the Transfer Center provides self-service resources for students planning to transfer to baccalaureate institutions (four-year colleges). The Center hosts admissions representatives from colleges and universities to meet with students throughout the year and sponsors a college fair every quarter. For a quarterly schedule of campus visits and appointment information, please see www.bellevuecollege.edu/advising/transfer.asp or call (425) 564-2212.

Prospective Student Information Sessions

Regularly scheduled information sessions are open to anyone interested in learning more about becoming a BCC student. Attendees will receive an overview of the admission and assessment procedures, and degrees/certificates offered at BCC. More information is available online at www.bcc.ctc.edu/advising/infosessions.asp.

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 at www.FAFSA.edu.gov, or call (425) 564-2227.

If you have completed the FAFSA and your family's circumstances have changed dramatically in 2007 (e.g., loss of job, death, separation, etc.) ask in the Financial Aid Office about special conditions.

See Workforce Education Programs for additional funding sources for which you may qualify.

Application Procedure

The priority processing deadline is April 16; applicants who complete the aid process and make the April 16 deadline are given priority consideration for the upcoming Fall quarter. Students who missed the priority deadline should plan to pay their own Fall tuition and fees. Applications received after that due date are processed in the order received. Within the same academic year, when students are eligible for grant aid or chose to borrow a student loan, they can receive financial aid retroactively for the quarters they paid their own tuition and fees, provided that they make satisfactory 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) which appears on the Student Aid Report (SAR) or processed FAFSA to calculate financial awards. The EFC is calculated using a federal methodology and 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 as follows:

$$\begin{aligned} &\text{Cost of Attendance} \\ &\quad - \text{Expected Family Contribution} \\ &\quad = \text{Financial Need} \end{aligned}$$

Worksheet: Cost of Attendance for 9 Months

	Living With Parents	Living In Apartment
Books & Supplies	\$ 900	\$ 900
Rent/Food/Utilities	\$ 2,532	\$ 7,842
Transportation	\$ 1,200	\$ 1,044
Misc./Personal	\$ 1,548	\$ 1,890
Subtotal	\$ 6,189	\$ 11,676
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 7.

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

The Federal Supplemental Educational Opportunity Grant (FSEOG) is for undergraduates with exceptional need, with priority given to students who receive a federal Pell Grant.

Federal Pell Grant

The federal Pell Grant is 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 & 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 8 for more information.

Tuition Waiver: Waives a portion of operating fees for residents and non-residents for needy financial aid applicants.

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. Please call (425) 564-2279 or visit the Women's Center for scholarship orientation dates and times.

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

Satisfactory Academic 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 at www.bellevuecollege.edu/financialaid/2007-2008-SAP-POLICY.pdf.

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 noncredit community English as a Second Language (ESL) classes at BCC.

ISP assists international students in achieving their educational goals at BCC. ISP also fosters cross-cultural experiences on campus for 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 activities, and student housing referrals. ISP acts as a liaison between BCC international students, faculty, administrators, and the U.S. Department of Homeland Security (DHS). For more information, call (425) 564-3185.

Learning Labs & Computer Labs

Bellevue Community College maintains over 1,300 computers for student use on the main campus. The open computer lab in room N250 houses more than 200 computers (both PC and Macintosh) that are available for all registered students on a daily basis. Labs include:

- AutoCAD/Interior Design lab
- Basic Skills lab
- Developmental Math lab
- Digital Music lab
- Information Systems lab
- IT/Tech support lab
- Interactive Multimedia lab
- Mediated Math lab
- Nursing lab
- Open Computer lab
- Physics lab
- Reading/Writing labs
- Science Study Center
- Video and Animation lab

For more information about labs available for BCC student use, visit www.bellevuecollege.edu/resources/computing.

Library Media Center

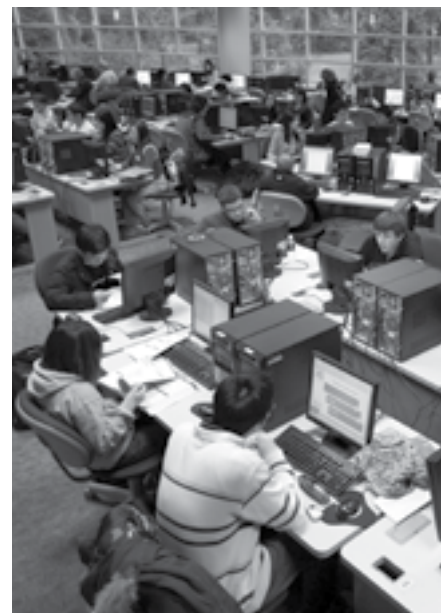
The Library Media Center (LMC) staff assists students in finding print, online, and audiovisual materials to help them in their coursework. Librarians are available during all open library hours to help students with their research. They also teach library instruction sessions for classes in a

computer-equipped classroom. Thirty computer workstations give access to the World Wide Web. Three additional computer workstations provide adaptive technology for students with special needs. The library home page (www.bellevuecollege.edu/lmc) has links to BCC and local library catalogs, full-text online magazine, book, and image databases. Students have access to a wireless network using their personal laptops. The Media Center has laptop computers and network cards that students may borrow for use on campus. They can view movies and listen to music in individual media carrels or in the group viewing rooms. Other services include color photocopying, lamination, and media duplication. Study rooms are available for individual study or group discussions.

Multi-Cultural Services

The Office of Multi-Cultural Services (MCS) provides academic support services and advocacy for students of color, low income students, first generation students, and students with disabilities. The MCS program goal is to implement strategies to increase student retention and enhance student success. Additionally, MCS is a partner in promoting cultural diversity within the college and surrounding community.

MCS assists the college in recruiting and retaining students from under-represented constituencies. Support services include recruitment outreach, academic advising, counseling, advocacy, course instruction, limited tutoring and mentoring support, advising cultural clubs/organizations, and curriculum and policy development. MCS also provides information about scholarships, internships, and community resources which may support student retention. For more information, call (425) 564-2208.





Public Safety & Parking

Contact (425) 564-2400 or extension 2400 from a college office telephone. For campus maps, visit www.bellevuecollege.edu/about/directions.

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.

Security Reports

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.bellevuecollege.edu/campus_ops/publicsafety/reports.

Parking

The college maintains more than 3,200 student parking spaces, with reserved areas for specially permitted vehicles, i.e., with a carpool permit) carpools (3+ people per car with a carpool permit) and drivers with disabilities with state-issued permits. All students are entitled to parking permits at no additional charge (the cost is covered in the BCC comprehensive fee).

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 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 on the first floor of the Student Services building 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. 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 Monday through Friday 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. If you do not pay the fine listed on the ticket, the college may delay your registration, place a hold on your transcripts or financial aid, or impound (tow away) your vehicle.

Appealing Citations: 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 are referred to the Traffic Court for 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 Programs

By enriching student life through leadership opportunities, personal learning, and cultural experiences, Student Programs is committed to building a pluralistic and diverse campus community that fosters creativity, innovation, and student success. We empower our students to contribute to our community as better world citizens. Stop by C212 in the Student Union Building, call (425) 564-6150, or visit www.bellevuecollege.edu/stupro.

The Student Programs Office coordinates the many activities including:

- Alumni outreach
- Associated Student Government (ASG)
- Campus Activities Board (CAB)
- Campus Business Center
- New Student Orientation
- Student Handbook
- The Jibsheet (Student newspaper)
- Over 50 student clubs

Student Leadership Institute:

A leadership training and development program which develops leadership competencies such as ethics, integrity, efficacy, and critical thinking, through credited leadership courses, leadership workshops/ retreats and hands-on service and volunteer projects. The **Peer-to-Peer Mentoring program**, which guides new students through the transition to college, is a central component of the Leadership Institute, providing students an opportunity to apply their leadership training. The core values of the program are deeply rooted in concepts of servant leadership and community stewardship. The program is in the process of becoming a certification program where students who complete the coursework, workshops and service projects can receive a certification in leadership.

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, workshops, 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.

Veterans' Programs

The Veterans' Advisor Office in room B123A assists veterans, reservists, dependents, and VA chapter 31 students with eligibility questions. When students are called for duty during a quarter of attendance, they must present their orders to the Veteran's Advisor for assistance with a military withdrawal. Call (425) 564-2220 for more information.

Workforce Education

Food Stamp Employment and Training Program (FSET)

The Food Stamp Employment & Training Program (FSET) can pay for tuition, fees, and textbooks for qualifying students in approved academic programs. Participants must meet income guidelines and be receiving Basic Food Assistance from DSHS. Staff will help low-income students apply for Basic Food if needed. Participants receive guidance in developing a career path and educational plan. Approved programs include GED, ESL, or professional/technical degrees and certificates. For more information or to see if you may qualify for free tuition, fees, and textbooks, call 425-564-2244 or e-mail kslaney@bcc.ctc.edu.

Opportunity Grant Program

The Opportunity Grant provides assistance for limited income adults seeking professional/technical training in selected high demand programs. The grant covers tuition for 45 credits and pays for up to \$1000 in books.

To be eligible for the Opportunity Grant, a student must:

- Be a Washington State resident
- Have an income no greater than 200% of the poverty line
- Want to pursue an approved professional/technical certificate or AA degree within Business, Medical/Health Science, Computer/Technology, or Early Childhood Education

Orientation sessions are held every Tuesday at 2 p.m. on BCC Main Campus. For more information, please call the Opportunity Grant Program Manager, Heather Morgan, at 425-564-4045 or email her at hmorgan@bcc.ctc.edu.

Worker Retraining

Worker Retraining provides tuition assistance for students who meet the eligibility. Funding can cover professional/technical credit courses that support employment objectives. Worker Retraining students will receive priority registration, educational planning, and assistance in locating other funding resources while pursuing a certificate, degree or individualized training 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.
- You are working and meet two of the three criteria below:
 - Your job is not in "demand"
 - You do not have a college degree or certificate of 45 credits
 - You must upgrade your skills in order to remain employed in your current job

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 with dependent children who meet income-requirements. Priority is given to TANF (Temporary Assistance to Needy Families) recipients.

Computer Basics and Software Fundamentals

An 11-week computer course for beginner computer users. Job placement assistance is offered at completion of class. Possible internship opportunities available.

English as a Second Language (ESL)

An 11-22 week English-as-a-Second-Language course at beginner and intermediate levels. Curriculum includes customer-service and computer training. Job placement assistance is offered at completion of class. Service learning opportunities available.

WorkFirst Financial Aid

Offers free books and tuition in approved professional/technical programs. Must be working to qualify.

WorkFirst Contact Information:

Computer Basics and Software Fundamentals

(425) 564-4180 or e-mail bbailey@bcc.ctc.edu

WorkFirst Financial Aid

(425) 564-2363 or e-mail cdonohue@bcc.ctc.edu

English as a Second Language (ESL)

(425) 564-5083 or e-mail enuutter@bcc.ctc.edu



Other Educational Opportunities

BCC offers many educational opportunities distinct from our traditional credit programs. From noncredit 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.

The Center for Career Connections

In addition to student support services (see page 15), BCC's Center for Career Connections and the Women's Center offer credit and noncredit classes and workshops on career and life planning, resumes and cover letters, interview strategies, etc. Visit the Centers on the second floor of the Student Services Building, Main Campus, call (425) 564-2279, or go to www.bellevuecollege.edu/careers for more information.

Continuing Education Programs

Bellevue Community College is the most comprehensive provider of continuing education courses in Washington State. These non-degree classes and workshops focus on students' immediate interests and needs. With more than 500 subjects to choose from, offerings range from professional development and career transition tracks, including a number of certificate programs, to exciting personal enrichment opportunities. To receive a current course schedule, call (425) 564-2263 or visit www.gotobcc.com/ce/classes.

Art-Zones

Expand your creative horizons by taking a course in the visual, literary, design, performing, or media arts. Classes are geared toward the novice as well as the seasoned professional. Our conveniently located classrooms can be found at BCC's Main Campus, North Campus, and a variety of satellite locations throughout the Eastside.

Business & Professional Development

Stay professionally relevant with the skills necessary for keeping up with the demands of a constantly evolving workplace. Take advantage of courses in accounting, payroll, small business development, management/leadership, communication, writing, marketing, information management, and career planning. Certificate tracks are available in project management, human resources management, non-profit management, risk management, and technical communication. CEUs and industry continuing education hours are available.



Business Training Institute

The Business Training Institute is a regional leader in providing customized training for the business community. With deliverable instruction options, there's a convenient and scalable training approach that can be tailored to suit virtually any business need. Offerings include both credit and non-credit classes which can be flexibly administered on-site at your place of business or at one of our campuses. Common training requests include project management, MS Office applications, business communications, introductory and advanced programming languages, leadership and development, English as a Second Language, and world languages. For further information, contact (425) 564-3163 or biztrain@bcc.ctc.edu.

Computers & Technology

BCC is designated as the Washington State Center for Information Technology (IT) Excellence and a Microsoft IT Showcase School, and is the leading provider of IT education and training solutions for the incumbent workforce in the region. Choose from hundreds of course offerings focused on current 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, Linux, 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 Program Mem-

ber, a member of the Global Wireless Education Consortium (GWEC), a BICSI training provider, a registered provider for the TIA Convergence Technologies Program, and a participant in the Cisco Systems Networking Academy. CEUs and industry continuing education hours are available. Using PCs that meet industry standards, Cisco networking equipment, a telecommunications lab, and a staff of trainers drawn from local consulting firms and industry, BCC offers students training opportunities seven days a week. In addition, open lab computer space is available for students to pursue studies, homework, and technical issues outside of class. The training empowers adult learners to use technology to meet business, personal, and professional goals.

Fast Track Technology Programs

BCC Continuing Education offers intensive, full-time programs that prepare adult learners for careers in high demand fields such as computer programming, database management, and network administration. These programs focus on market-demand workforce technical and business skills and industry recognized certifications. Classes are offered in daytime and evening formats. Textbooks, certification vouchers (1 per scheduled exam), Self Test practice exams, a technical reference library, and a shared lab environment are provided to support and enhance the curriculum and promote success. Many offerings can be taken for a letter grade, pass fail, or as an audit. Your preference will be reflected on your BCC transcript. For more information about the programs and qualifications for admission, call (425) 564-4005 or e-mail fasttrack@bcc.ctc.edu. See page 99 for credit information.

Health Sciences, Education & Wellness Institute

In addition to credit programs, the Health Sciences, Education & Wellness Institute provides continuing education and training for both health care professionals and the general public. Nursing professionals can choose from an array of continuing education offerings, including RN Refresher and a Nursing Assistant Certification program. Those pursuing employment as medical coders, medical billers, nursing assistants, or phlebotomists may also receive basic training through the Institute. Professional continuing education offerings are also available for massage therapists, mental health professionals, chemical dependency counselors, nuclear medicine technologists, radiation therapists, radiologic technologists, sonographers, and others. For the general public, the Institute offers a variety of classes in health, wellness, fitness, family, and parenting topics.

Online Learning

For students who prefer the pace and ease of online classes, Continuing Education offers classes in desktop applications, paralegal certification, digital photography, basic programming and much more. These classes are self-paced and may include personalized instructor feedback through e-mail. Refer to www.gotobcc.com for a complete listing of classes.

Personal Enrichment (Explore!)

Choose from a variety of personal enrichment courses designed to enhance your life and to explore new interests. Whether your interests are food and wine, fitness, recreation, finance, home and garden, or personal growth, there's a class for you. Many offerings are suitable for the whole family to enjoy together.

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 139-141.

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 offers 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.

Summer Programs for Teens

This exciting program offers classes designed especially for teens and is available during the summer months. Class categories include academic achievement, technology, the arts, languages, and recreation. Classes are designed for 12-17 year old students (unless otherwise noted) and are taught by experienced instructors. Take advantage of this unique opportunity to get a taste of the college experience early! To checkout current or upcoming classes visit www.gotobcc.com/summer or call (425) 564-2263.

Technical Communication

The Technical Communication program offers nondegree classes and certificate programs in the following concentrations: Technical Writing and Communication, Professional and Technical Editing, Information Design, Programmer/Writer, Programmer/Editor, and Technical & 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 cover a variety of subjects. Weekly classes are for personal enrichment and are conducted in a relaxed atmosphere. For information, call (425) 564-4400 or go to www.gotobcc.com/telos.

Testing Center

The BCC Testing Center is a state-of-the-art facility offering 19" monitors and a comfortable test environment. The Test Center provides assessment for incoming credit students and is an ACT and Prometric authorized testing center, providing certification testing for industry professionals. In addition, exam proctoring services are available for testers seeking to complete exams through their secondary school, college, university, employer, or a government agency. Call (425) 564-4006 or visit www.gotobcc.com/testing for more information.

World Languages & Travel

Continuing Education offers degree instruction in 18 languages, including American Sign Language and Latin. Classes on world cultures, international business practices, and travel are also available. For information on certificate courses for credit in translation and interpretation, see pages 114 and 146.

Distance Education: Online and Telecourses

BCC Distance Education opportunities are designed to provide 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 Comcast Cable Channel 28, or on DVD or videotapes available for rental from the Distance Education Office.

Transfer degrees and professional/technical certificates can be earned solely through Distance Education courses. The cost per credit hour is the same as other state resident BCC credit courses, plus additional per-course fees, where applicable.

English Language Institute

The English Language Institute (within the Arts & Humanities Division) offers credit classes and noncredit 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. Both full-time and part-time study are available. Full-time study in the program qualifies students for an F-1 student visa.

International Business Professions

The International Business Professions (IBP) program is a one year course of study for overseas, adult students interested in upgrading their business and English skills by taking a combination of English, Business, and academic (college level) classes. Upon completion of three quarters of coursework, students are placed in an unpaid observational internship. Students receive a completion note on their official transcripts upon successful completion of the IBP Program.

Other Educational Opportunities

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.

High School Programs

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) 564-4035/2306 for more information.

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 high schools in the area.

High School Enrichment

This program is available for students who are 16-17 years old and still in high school, regardless of grade level. Enrichment students choose this option to enhance their high school curriculum by taking more challenging, college-level classes. A BCC assessment is required to gain admission, as well as a mandatory orientation session. Call (425) 564-2026 or visit www.bellevuecollege.edu/hsprograms/enrichment for more information, including dates and deadlines.

General Education Development (GED)

BCC offers courses to prepare students for the five-part General Education Development exam. The GED test is available at BCC for a \$75 fee. Those who successfully complete the test will earn a certificate of General Education Development.

Running Start

Running Start is a partnership between BCC and local public high schools. Applications are available at BCC and in high school counseling offices. To qualify, students must be classified as a junior or senior, attend a mandatory orienta-

tion and 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.

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. Call (425) 564-6158 for more information.

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, visit www.bellevuecollege.edu/ids.

Parent Education/Early Learning

Parent Education classes consist of child-centered early learning classes and adult-centered lectures and discussion groups. There are classes for parent and infants, toddlers and preschool age children ranging from one-day-a-week to four day preschools. Classes are located in cities throughout the BCC district as well as on our main campus. Initial registration for each school year (September-June) begins in January with continuous registration until classes fill. Please call (425) 564-2374 or visit www.bellevuecollege.edu/parent-ed for program information. To register for parent education classes, call (425) 564-2365.

BCC Kids Summer Camp for children three to five years old is held on the BCC campus, with each two-week session offering stimulating and fun activities to keep the kids busy and learning. Registration begins in late March, for a flyer and registration information call (425) 564-2365.

For information on the Parents as Learners in School (PALS) program for parents enrolled in the Early Learning Family Childcare Center, call (425) 564-2240.

Venture

The Venture Program is designed to help prepare highly motivated young adults with diverse learning, cognitive, and intellectual disabilities in an integrated program of academics, social/life skills, and workforce development. For admissions information, contact the program at (425) 564-284.



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.

Bookstore

The BCC Bookstore features textbooks, school and office supplies, greeting cards, snacks, gifts, sundries, and BCC logo clothing. The Bookstore annex in the Student Union Building (C106) carries art supplies. The North Campus Bookstore carries textbooks and supplies for Continuing Education and credit classes held at that site. Online textbook ordering is available at <http://bookstore.bcc.ctc.edu>.

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 County Metro; telephone (206) 553-3000, website at <http://transit.metrokc.gov>.

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.

The Gallery Space

BCC's new art gallery has over 2000 square feet of floor space and has revolving exhibits by present and former students, faculty and staff members, and nationally recognized artists are presented on a rotating basis throughout the academic year. Gallery Space is dedicated to providing the campus community with the opportunity to view high quality artwork from a multiplicity of backgrounds, styles and media. Are you an artist? Individual professional artists, student art-

ists and groups are encouraged to apply. Questions? Please call (425) 564.2053. Located on the second floor of the D Building, Room 271.

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 C212 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. 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. 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 "Celebration". See the Music Department listings for pertinent course information. Auditions are held each year for Celebration and Chamber Choir. The commitment is intended for the full year. Every quarter there are performance opportunities for all student groups.

**BCC's vocal jazz ensemble
Celebration! was awarded first
place at the Lionel Hampton Jazz
Festival four times in five years.**



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) 564-2089.

Planetarium

The Willard Geer Planetarium is the only planetarium located at a community college in Washington state. It is available to BCC astronomy students, visiting school groups, and on a quarterly basis, the general public. The planetarium projector replicates the night sky on the domed ceiling, accurately projecting the positions of the sun, moon, planets, and stars.



Publications

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 Business Center (C105), the Student Programs Office (C212), the Student Services Center, the student union kiosks, and online at www.bellevuecollege.edu/stuprol/.

Literary and Arts Annual: Arnazella

Arnazella, BCC's student-produced literary and arts publication, features essays, short stories, poetry, and art. 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 interest but no experience. Enrollment in journalism courses is encouraged but not required to participate as a *Jibsheet* staff member. The newspaper is entirely student-run with occasional guidance from a faculty advisor. Students interested in joining the newspaper staff should contact advisor Janelle Gardner at (425) 564-3065 or jgardner@bcc.ctc.edu. *The Jibsheet* is available online at www.thejibsheet.com.

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, kbc.fm. To request a sample program schedule, please call KBCS at (425) 564-2427.

Sports Programs

Intercollegiate Athletics

There are currently twelve intercollegiate sports programs offered at BCC: baseball, men's and women's basketball, men's and women's cross country, men's and women's golf, men's and women's soccer, softball, women's tennis and volleyball. Anyone enrolled as a full-time student (12 credits or more) is welcome to try out for BCC intercollegiate athletic teams. Registered students attend home 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).

Intramurals and Sports Clubs

Aerobics, basketball, pickleball, and volleyball 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. Over 40 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 online at www.bellevuecollege.edu/stuprol/.

Student Government

General elections are held every Spring Quarter to elect the Associated Student Government (ASG), the board of students who represent the Associated Students of Bellevue Community College (ASBCC). All registered students automatically become members of ASBCC. Participation on the ASG board offers students experience in campus-wide policy development, decision-making, and event coordination. The ASG also helps organize and fund many campus clubs and activities. To learn more about the ASG or ASBCC, visit www.bellevuecollege.edu/stuprol/stuprol/.

Theatre Arts

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 page 144).

Drama

The Drama Department produces plays each quarter for credit. Intimate musicals, dramas and comedies are produced in the Stop Gap Studio Theater, with open auditions, and taken for credit as a Drama 280 or 281 course. Recent productions include *A Little Night Music*, *Falsettos*, *Lonely Planet*, *The Heidi Chronicles*, *Urinetown the Musical*, *The Real Inspector Hound*, and *Come Back to the Five and Dime, Jimmy Dean, Jimmy Dean*. Auditions are open to all BCC students.

Each winter the Drama Department produces a large mainstage production in the Carlson Theater. Recent productions have included *The Rocky Horror Show*, *The Philadelphia Story*, *Six Degrees of Separation*, *Rosencrantz and Guildenstern Are Dead*, and *The Fantasticks*. Auditions are open to the campus community. Students earn credit for acting in this production as well as participating in a seminar specifically designed to add to the performer's experience.

The BCC Drama Department is very active in the NW Drama Conference and the Kennedy Center American College Theatre Festival which offer opportunities for students of all levels and in all theatrical fields.

Acting, design, tech, musical theatre and literature classes are also offered, and students may earn credit for offstage participation, including construction and backstage work for the productions.

The college's drama club, Stage Fright Student Drama, 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. Stage Fright also sponsors a year-end trip to the Shakespeare Festival in Ashland, Oregon. Stage Fright is open to anyone in the campus community.

Please see www.bellevuecollege.edu/arts/hum/drama for more information.

Intercollegiate Sports

Women

Men

Fall

cross country	cross country
soccer	soccer
volleyball	

Winter

basketball	basketball
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Spring

softball	baseball
golf	golf
tennis	

General Education Requirements at BCC

General Education

A truly liberal education is one that prepares us to live responsible, productive, and creative lives in a dramatically changing world. It is an education that fosters a well-grounded intellectual resilience, a disposition toward lifelong learning, and an acceptance of responsibility for the ethical consequences of our ideas and actions. Liberal Education requires that we understand the foundations of knowledge and inquiry about nature, culture, and society; that we master core skills of perception, analysis, and expression; that we cultivate a respect for truth; that we recognize the importance of historical and cultural context; and that we explore connections among formal learning, citizenship, and service to our communities.

*from the Association of American
Colleges & Universities,
"Statement on Liberal Learning"*

Bellevue Community College subscribes to the educational purposes and values articulated in the AAC&U's "Statement on Liberal Learning" and is committed to providing students a comprehensive learning experience which addresses critical dimensions of student personal, professional, and intellectual growth. Accordingly, the college has developed a general education program that incorporates the essential elements of liberal learning.

BCC's General Education program is designed to address areas and specific requirements which ensure that students' learning experiences prepare them to build fulfilling and successful lives as individuals, workers, citizens, and life-long learners. To ensure ease of student transfer, BCC has carefully formulated its General Education requirements to correspond with lower division and general requirements at other community colleges and at typical baccalaureate institutions.

In addition to completing the distribution requirements for specific degrees, BCC students must take courses that address the five categories of general education. Opportunities to develop these skills are incorporated throughout the college curriculum, with different courses supporting different general education goals.

Students in professional/technical Associate of Arts degree programs will fulfill the college's general education requirements by completing the courses required for the particular program. Other degrees offered at BCC are designed to provide appropriate levels of student preparation and learning in the general education categories identified in the chart below.

Students meet General Education Requirements by taking ONE course rated 3 or TWO courses rated 2.

For a complete list of general education course ratings, please go to www.bellevuecollege.edu/catalog/degrees/gened.

General Education Competency Requirements for Degrees at Bellevue Community College

Description of General Education Competencies		Description of Degree Requirements			
Outcome Cluster	Outcome Area*	For all DTA/MRP Degrees	AAS-T & AA	AS – Tracks I, II	AAGS
Effective Date		Winter 2005	Fall 2005**	Fall 2005	Summer 2006
(A) Reasoning	Critical Thinking, Creativity, Problem Solving Quantitative/Logical Research/Information Literacy	One from Each Area (3)	One from Each Area (3)	Critical Thinking & Quantitative/ Logical (2)	Critical Thinking & Quantitative/ Logical (2)
(B) Communication	Reading Writing Listening & Speaking Visual Computer Literacy	Writing plus Any Two Areas (3)	Writing plus Any Two Areas (3)	Writing only (1)	Any One Area (1)
(C) Responsibility	Self-Assessment/ Lifelong Learning Group Processes Ethics Global Citizenship	Any Two Areas (2) ***	Any One Area (1)	None	None
(D) Cultural Traditions	Historical & Intellectual Perspectives Aesthetic Awareness Cultural Diversity	Cultural Diversity plus Any One Area (2)	Cultural Diversity plus Any One Area (2)	Cultural Diversity only (1)	Cultural Diversity only (1)
(E) Science & Environment	Nature of Science Science & the Natural World Technology & Society	Any Two Areas (2)	Any One Area (1)	Nature of Science and Science & the Natural World (2)	Any One Area (1)
Gen Ed Competency Totals	18	12	10	6	5

*A requirement is met in an outcome area by taking one course rated 3 or two courses rated 2 in that area. See Course Catalog for ratings.

***The first "responsibility" outcome area will be a requirement for the AAS-DTA and AB-DTA in 2009 and the second in 2010.

Common Course Numbering FAQs

Announcing Common Course Numbering

A Washington State Program for Course Identification Between Community and Technical Colleges

Beginning Summer Quarter 2008, BCC continuing and returning students will see that many BCC course numbers and titles have changed. Why? Because there is now a Common Course Numbering agreement among the community and technical colleges in Washington to ease transfer between schools.

If you have taken classes at BCC in the past, Common Course Numbering may impact how you choose your future coursework.

In order to help you identify course changes, BCC has created a course change list available at www.bellevuecollege.edu/ccn or in the CCN Student Advisory booklet. Here are some answers to common questions that may impact you as a continuing/returning BCC student.

1. What is Common Course Numbering between community and technical colleges?

Washington State created the Common Course Numbering CCN system, which has renumbered and renamed courses that are commonly shared among Washington community and technical colleges.

2. Why is this information important to me?

It is important to you if you have taken courses at BCC prior to Summer Quarter 2008 because hundreds of course numbers and titles have changed and you do not want to accidentally repeat the same course. Remember: be careful when picking classes if you have previously taken courses at BCC.

3. I am a new student who has never taken classes at BCC; do I need to use the course change list and continue reading?

Only if you have previously taken classes at another Washington state community or technical college.

4. I am a continuing student who has taken classes at BCC; do I need to use the course change list to check to make sure I don't accidentally repeat the same course and continue reading the information?

Yes.

5. What does this mean to me as a student when choosing coursework for my degree or certificate?

If you have taken any BCC classes before Summer Quarter 2008, it is very important for you to check the list of course changes to ensure you do not accidentally take the same course twice as result of the new course number/title changes.

6. How will I know when a course is part of the common course group?

The courses identified as common between community and technical colleges are denoted with a "&" behind the course prefix (for example, SPCH 200 is now CMST& 210).

7. Does this affect how classes transfer to a university?

No. Common course numbers and titles were changed to simplify transferring between community and technical colleges; not between community/technical colleges and four-year colleges and universities. For example, UW will accept either Speech 200 or Communication Studies 210, but not both (SPCH 200 is now CMST& 210).

8. So I only have to check the Course Change List when I see a course number showing the "&" sign?

NO! As a result of common course numbering system, BCC had to change some other course numbers and titles that are NOT common among the state community/technical colleges. In all, 356 classes are affected. However, all BCC courses affected are clearly denoted on degree planning worksheets, quarterly course schedules and throughout the 2008-2009 College Catalog. Please read these materials carefully before registering!

9. How will I know if a course number and/or title have changed?

BCC has created a master list of all courses that have changed. In addition, the degree and certificate planning sheets have a symbol (▲ and/or &) to alert you that the course has undergone a change.

Here are the symbols that you will see in the catalog and on degree and certificate planning worksheets to help identify course changes (or know when you need to use the course change list).

& – A common course identifier recognized among Washington State Community and Technical Colleges.

▲ – Course number and/or title change begins Summer 2008. Courses with previous number/title are still applicable.

10. What about courses that are not on the Course Change List? Do they still transfer?

Many courses not on the Course Change List continue to be considered transferable coursework under the Direct Transfer Agreement between community and technical colleges and universities.

NOTE: Unchanged BCC courses that were transferable prior to common course numbering continue to be transferable as always. In addition, courses that were not transferrable before the change still are not. It is recommended you check with the receiving institution as the transferability of individual courses is the sole prerogative of the receiving school.

11. How will this be reflected on my BCC transcript?

All classes taken prior to Summer Quarter 2008 will remain the same. Classes taken thereafter will use the new course number and/or title. You will see a message on your transcript to denote the beginning of the Common Course Numbering program as of Summer Quarter 2008.

12. Where can I get help or ask more questions?

If you have any questions or would like some assistance, please contact the Educational Planning Advising Center at (425) 564-2212 or your advisor (if you need help locating your advisor, please call (425) 564-2212 and we will connect to your advisor).

13. Is this information available online?

Yes. To download this info, go to: www.bellevuecollege.edu/ccn

14. Does Common Course Numbering affect how I register online?

The online registration will not catch that the item number for a CCN course is the same as a course you have already taken under the former prefix or title. You must cross-reference CCN courses against the course change list.

Note: When using the online schedule planner, you will need to add the "&" to the common courses as they are listed in the schedule and catalog. For example, CMST& 210 (not CMST 210).

Bachelor of Applied Science Degree:

The college offers a Bachelor of Applied Science degree (BAS) in the field of radiation and imaging sciences. This is a career-oriented bachelor degree completion program for those who have achieved national certification in radiologic technology, diagnostic ultrasound, radiation therapy, or nuclear medicine.

The degree offers a professionally relevant curriculum, designed to prepare radiation and imaging professionals to successfully compete for positions that require advanced technical certifications or supervisory and management skills.

The 180 credit program is comprised of:

- 65 credits earned through achievement of national certification in the student's professional field;
- 25 credits of demonstrated satisfactory completion of specific general education requirements; and
- 90 credits earned through the general program and concentration requirements.

The program offers two concentrations:

- **Radiation and Imaging Management (RAIM)** - for technologists who wish to lead radiation and imaging departments and clinics.
- **Radiation and Imaging Technology (RAIT)** - for technologists seeking advanced technical expertise leading to additional certification.

Bachelor of Applied Science Admissions

Students applying for admission to the bachelor of applied science program must meet the application deadline and entrance requirements to be considered. Admission is competitive; meeting minimum requirements does not guarantee admission, as the number of qualified applicants may exceed the number of available enrollment spaces. Preference is given to applications received beginning December 1 of each year through March 15 of the following year for admission in Fall Quarter. After that time, students may be considered for acceptance on a quarterly basis depending upon space availability in the program. See pages 25-26 for complete admission and degree information.

Eligibility

1. National certification in radiologic technology, radiation therapy, nuclear medicine technology, or diagnostic medical sonography.
2. Demonstrated completion from a regionally accredited college of the following courses, or their equivalent, with a grade point average of 2.5 or better:
 - College level English composition
 - Intermediate algebra (or assessment into a higher level course)
 - Two courses in human anatomy and physiology; or certification in Computed Tomography (CT) or Magnetic Resonance Imaging (MRI)
 - Humanities course
 - Social sciences course

Application Process

To be considered for the bachelor of applied science program prospective students are required to submit the following:

- Completed bachelor of applied science application form.
- Nonrefundable application fee of \$125.
- Official transcripts from a regionally accredited college.
- Proof of national certification in one of the four identified fields.
- Two letters of recommendation, on company letterhead, from someone who personally knows your work, such as your current or past supervisor, discussing your contributions to your work place and how he or she believes you will benefit from completion of the BAS program. If you are applying for this program immediately after completing an associate degree program, the letters of recommendation may be from your instructors on college letterhead.
- Personal statement no more than 500 words discussing your work experience; your personal and professional goals; advanced certifications you possess; any specific or unique attributes you will bring to the program; any challenges or hardships you have overcome in pursuing your educational or work goals; or any other special considerations that you believe will make you a good candidate for the program.

Applications and instructions are available on the website (www.bellevuecollege.edu/bas), at the BCC Student Service Center, or from the Radiation and Imaging Science department office in room A251 or by calling (425) 564-2264.

Basic Requirements for Graduation:

A complete description of the required curriculum for each concentration is shown on page 26.

- Demonstration of proficiency in intermediate algebra.
- National certification in radiologic technology, radiation therapy, nuclear medicine technology, or diagnostic medical sonography.
- Demonstrated completion, or the equivalent, from a regionally accredited college with a GPA of 2.5 or better; college-level English composition; two courses in human anatomy and physiology (or certification in Computed Tomography (CT) or Magnetic Resonance Imaging (MRI); humanities course; social sciences course.
- Completion of 90 quarter credits in the general program and concentration requirements, with the grade of C, or better.
- BCC cumulative GPA must be a minimum of 2.00.
- At least 45 upper division quarter credits for the degree must be completed in residence at BCC.

For tuition information, see page 6.

Bachelor of Applied Science Degrees – Radiation and Imaging Sciences

Requirements 2008-2009

Courses may be subject to prerequisites and minimum grade requirements. Check online at bellevuecollege.edu/catalog/courses.

Management Concentration

Course Number	Course Title	Credits
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Proficiency Requirement:

Math 099	Intermediate Algebra	N/A
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Prerequisite Requirements:

National Certification in Radiologic Technology, Diagnostic Ultrasound, Radiation Therapy or Nuclear Medicine		65
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BIOL& 241▲	Human Anatomy and Physiology I	5
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BIOL& 242▲	Human Anatomy and Physiology II	5
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ENGL& 101▲	English Composition I	5
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Humanities	From AAS-DTA transfer list	5
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Social Science	From AAS-DTA transfer list	5
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General Program and Concentration Requirements:

BUS& 101▲	Introduction to Business	5
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CMST 330▲	Intercultural Communication for the Professional	5
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ECON 315	Economics of Health Care	5
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MATH 130	Introduction to Statistics	5
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PHIL 365	Biomedical Ethics: Theory and Practice	5
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RAIM 301	Essentials of Imaging and Therapy	5
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RAIM 320	Finance and Accounting for Health Care	5
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RAIM 325	Organizational Theory and Behavior	5
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RAIM 340	Human Resources Management in Health Care	5
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RAIM 350	Legal and Regulatory Aspects of Health Care	5
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RAIM 401	Marketing in the Health Care Environment	5
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RAIM 410	Institutional Quality & Safety Management	5
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RAIM 440	New Business Planning for Health Care	5
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RAIM 460	Management and Leadership	5
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RAIM 475	Capstone Project	5
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Choose 5 credits from the following:		5
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ENGL 201	The Research Paper (5 Cr)	
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ENGL& 235▲	Technical Writing (5 Cr)	
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Choose at least 10 credits from the following:		10
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RAIT 301	Sectional Anatomy (3 Cr)	
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RAIT 302	Body Pathophysiology (3 Cr)	
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RAIT 303	Neuropathophysiology (3 Cr)	
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RAIT 310	CT Instrumentation & Procedures (3 Cr)	
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RAIT 311	Clinical Practicum – CT (12 Cr)	
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RAIT 312	Biology of Cancer (5 Cr)	
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RAIT 315	MRI Instrumentation & Procedures (3 Cr)	
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RAIT 316	Clinical Practicum – MRI (12 Cr)	
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RAIT 320	Interventional Procedures (3 Cr)	
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RAIT 321	Clinical Practicum – Interventional (12 Cr)	
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RAIT 325	Mammography (4 Cr)	
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RAIT 326	Ultrasound Physics for Mammographers (3 Cr)	
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RAIT 327	Breast Ultrasound for Mammographers (3 Cr)	
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RAIT 328	Ultrasound Equipment for Mammographers (2 Cr)	
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RAIT 350	Nuclear Cardiology (5 Cr)	
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RAIT 360	Positron Emission Tomography (3 Cr)	
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RAIT 361	Clinical Practicum – PET (12 Cr)	
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RAIT 401	Advanced Sectional Anatomy (2 Cr)	
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RAIT 410	Advanced CT Procedures (3 Cr)	
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RAIT 415	Advanced MRI Procedures (3 Cr)	
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RAIT 490	Information & Image Mgmt (3 Cr)	
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RAIT 495	Quality Assurance/Accreditation (5 Cr)	
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GRAND TOTAL		180
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Technology Concentration

Course Number	Course Title	Credits
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Proficiency Requirement:

Math 099	Intermediate Algebra	N/A
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Prerequisite Requirements:

National Certification in Radiologic Technology, Diagnostic Ultrasound, Radiation Therapy or Nuclear Medicine		65
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BIOL& 241▲	Human Anatomy and Physiology I	5
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BIOL& 242▲	Human Anatomy and Physiology II	5
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ENGL& 101▲	English Composition I	5
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Humanities	From AAS-DT transfer list	5
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Social Science	From AAS-DT transfer list	5
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General Program and Concentration Requirements:

BUS& 101▲	Introduction to Business	5
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CMST 330▲	Intercultural Communication for the Professional	5
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ECON 315	Economics of Health Care	5
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MATH 130	Introduction to Statistics	5
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PHIL 365	Biomedical Ethics: Theory and Practice	5
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RAIM 301	Essentials of Imaging and Therapy	5
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RAIM 460	Management and Leadership	5
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RAIM 475	Capstone Project	5
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RAIT 301	Sectional Anatomy	3
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RAIT 302	Body Pathophysiology	3
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RAIT 303	Neuropathophysiology	3
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RAIT 495	Quality Assurance/Accreditation	5
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Choose 5 credits from the following:		5
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ENGL 201	The Research Paper (5 Cr)	
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ENGL& 235▲	Technical Writing (5 Cr)	
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Choose 31 credits from the following:		31
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RAIM 320	Finance and Accounting for Health Care (5 Cr)	
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RAIM 325	Organizational Theory and Behavior (5 Cr)	
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RAIM 340	Human Resources Mgmt in Health Care (5 Cr)	
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RAIM 350	Legal & Regulatory Aspects of Health Care (5 Cr)	
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RAIM 401	Marketing in the Health Care Environment (5 Cr)	
----------	---	--

RAIM 410	Institutional Quality & Safety Management (5 Cr)	
----------	--	--

RAIM 440	New Business Planning for Health Care (5 Cr)	
----------	--	--

RAIT 310	CT Instrumentation & Procedures (3 Cr)	
----------	--	--

RAIT 311	Clinical Practicum – CT (12 Cr)	
----------	---------------------------------	--

RAIT 312	Biology of Cancer (5 Cr)	
----------	--------------------------	--

RAIT 315	MRI Instrumentation & Procedures (3 Cr)	
----------	---	--

RAIT 316	Clinical Practicum – MRI (12 Cr)	
----------	----------------------------------	--

RAIT 320	Interventional Procedures (3 Cr)	
----------	----------------------------------	--

RAIT 321	Clinical Practicum – Interventional (12 Cr)	
----------	---	--

RAIT 325	Mammography (4 Cr)	
----------	--------------------	--

RAIT 326	Ultrasound Physics for Mammographers (3 Cr)	
----------	---	--

RAIT 327	Breast Ultrasound for Mammographers (3 Cr)	
----------	--	--

RAIT 328	Ultrasound Equipment for Mammographers (2 Cr)	
----------	---	--

RAIT 350	Nuclear Cardiology (5 Cr)	
----------	---------------------------	--

RAIT 360	Positron Emission Tomography (3 Cr)	
----------	-------------------------------------	--

RAIT 361	Clinical Practicum – PET (12 Cr)	
----------	----------------------------------	--

RAIT 401	Advanced Sectional Anatomy (2 Cr)	
----------	-----------------------------------	--

RAIT 410	Advanced CT Procedures (3 Cr)	
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RAIT 415	Advanced MRI Procedures (3 Cr)	
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RAIT 490	Information & Image Management (3 Cr)	
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GRAND TOTAL		180
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▲ Course number and/or title change begins Summer 2008. Courses with previous number/title are still applicable. For more information visit: www.bellevuecollege.edu/ccn and/or meet with an advisor.

Transfer Associate Degree Planning

Transfer Degrees Options

Worksheets are on pages 27-39.

All transfer degree requirements conform to the transfer agreements established by the Intercollegiate Relations Commission. The transfer agreements ensure that a student who completes a transfer degree at a public community college in the State of Washington will have satisfied the lower division general education requirements at various baccalaureate institutions. Students who have earned a transfer degree will generally have junior level standing, but they must still meet the admission and pre-major requirements of the baccalaureate institution and major program.

The basic requirements for all transfer degrees are as follows:

1. Complete at least 90 applicable college level quarter credits.
2. Maintain a minimum cumulative GPA of 2.00 in all coursework taken at BCC.
3. Earn a cumulative GPA of 2.00 or better in all courses applied to the degree, including credits transferred from other colleges.
4. Transfer credits applied toward a degree must have a grade of "D" (1.0) or above (some degrees may have additional grade requirements).
5. Complete a minimum of 30 (or one-third) of all the credits applicable toward the degree in residence at BCC.

Specific Degree Requirements

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 lifelong learners. Our goal is that BCC graduates will 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

1. Reading
2. Writing
3. Listening and Speaking
4. Visual
5. Computer Literacy

Responsibility

1. Self Assessment / Life Learning
2. Group Processes
3. Ethics
4. Global Citizenship

Cultural Traditions

1. Historical and Intellectual Perspectives
2. Aesthetic Awareness
3. Cultural Diversity

Science and Environment

1. Nature of Science
2. Science and the Natural World
3. Technology

For more detail about BCC's General Education requirements and the courses students can take to meet them, see www.bellevuecollege.edu/degrees/catalog/gened.

Advising Notes and Recommendations:

- With careful planning and depending on your intended major, it is possible to fulfill admissions and major program requirements with a transfer degree. Note: Completion of a transfer degree does not guarantee admission to any baccalaureate university.
- Consult with a faculty advisor [major specific advising] or a professional academic advisor or counselor regularly. Check with your intended transfer university/college advisor for specific admissions and major requirements that can be fulfilled with this degree. To locate your advisor, based on your intended major, go to: www.bellevuecollege.edu/programs/az.
- This degree has a set of BCC General Education requirements including Cultural Diversity. For approved courses see page two of worksheet or go to: <http://www.bellevuecollege.edu/catalog/degrees/gened/15-CD.asp>

Transfer Degree Offerings

Associate in Arts & Sciences-Direct Transfer Agreement

Suitable for an array of intended majors, especially in the Humanities or Social Sciences. It allows for flexibility of choice by allotting thirty credits of electives that can be tailored to meet your academic needs, allowing the student to enter into the receiving institution with junior standing.

Associate in Business-Direct Transfer Agreement/MRP*

Designed for students who plan to transfer into a business program at the receiving institution. The degree outlines the appropriate coursework to enter into the school of business with junior standing.

Associate in Elementary Education-Direct Transfer Agreement/MRP*

Designed for students interested in the elementary education setting and in pursuing a teaching certificate. This degree outlines the specific coursework required to enter with junior status.

Associate in Math Education-Direct Transfer Agreement

Designed for student interested in teaching secondary mathematics and pursuing a teaching certificate. The degree outlines the specific coursework required to enter with junior status.

Associate in Science

The Associate in Science Tracks are designed to prepare students for upper division study in the sciences by satisfying the mathematics and sciences requirements needed to enter with junior status.

Track I: Biological, Environmental/ Resources, Chemistry, and Earth Sciences (Life Sciences)

Track II: Physics and Atmospheric Sciences (Physical Sciences)

Track II: Engineering/MRP*

- Chemical and Bio-Engineering
- Electrical and Computer Science
- Civil, Mechanical and other Engineering

The Associate in Applied Science-T (AAS-T)

The AAS-T degree is built upon the technical coursework required for job preparation and includes a college-level general education component. The general education courses for the AAS-T degree are drawn from the list of Associate Degrees coursework generally accepted in transfer. This degree is not universally transferable. It transfers to a limited number of institutions and requires an articulation agreement be in place. The degree worksheets indicate to which institutions the degree transfers. BCC currently offers two AAS-T degrees:

- Administration of Criminal Justice
- Early Childhood Education

*MRP = Major Related Program



Transfer Associate Degree Planning

Degree Planning Chart

INTENDED MAJOR OR SUBJECT AREA	AB DTA	DEGREE AVAILABLE:		BCC DIVISION
		A.A.S.	A.S.	
Accounting	X	X		Bus
Agriculture		X		Sci
American Studies		X		A & H
Anthropology		X		SocSci
Archaeology		X		SocSci
Architecture		X		A & H
Art		X		A & H
Astronomy		X		Sci
Biology		X	Track I	Sci
Botany		X	Track I	Sci
Business Administration	X	X		Bus
Chemistry		X	Track I	Sci
Communication Studies		X		A & H
Computer Science		X		Bus
Dance		X		A & H
Dental Hygiene		X		Sci
Dentistry		X		Sci
Drama		X		A & H
Ecology		X	Track I	Sci
Economics		X		SocSci
Education		X		HSEWI
Engineering		X	Track II	Sci
English		X		A & H
Environmental Science		X	Track I	Sci
Ethnic and Cultural Studies		X		SocSci
Fisheries / Wildlife		X		Sci
Forestry		X		Sci
Geography		X		SocSci
Geology		X		Sci
History		X		SocSci
Home Economics		X		HSEWI
International Studies		X		SocSci
Journalism		X		A & H
Law		X		SocSci
Librarianship		X		A & H
Mathematics		X		Sci

INTENDED MAJOR OR SUBJECT AREA	AB DTA	DEGREE AVAILABLE:		BCC DIVISION
		A.A.S.	A.S.	
Medical Technology		X		Sci
Medicine		X		Sci
Meteorology		X	Track II	Sci
Microbiology		X	Track I	Sci
Music		X		A & H
Nursing		X		HSEWI
Occupational Therapy		X		Sci
Oceanography / Marine Biology		X	Track I	Sci
Pharmacy		X		Sci
Philosophy		X		A & H
Physical/Health Education		X		HSEWI
Physical Therapy		X		Sci
Physics		X	Track II	Sci
Political Science		X		SocSci
Psychology		X		SocSci
Recreation Leadership		X		HSEWI
Social Work / Welfare		X		HD
Society & Justice		X		SocSci
Sociology		X		SocSci
Speech		X		A & H
Veterinary Medicine		X		Sci
World Languages		X		A & H

Degree Abbreviations

- AB/DTA = Associate in Business – Direct Transfer degree
AAS/DTA = Associate in Arts & Sciences – Direct Transfer degree
AS = Associate in Science/Track I & II
MRP = Major Related Program

Division Abbreviations

- A&H = Arts & Humanities
Bus = Business
CE = Continuing Education
HD = Human Development
HSEWI = Health Sciences, Education & Wellness Institute
Sci = Science
SocSci = Social Science

Associate in Arts & Sciences Direct Transfer Agreement (DTA)

90 Applicable College Level Quarter Credits

Important Notes and Conditions

- A course can not be credited toward more than one distribution or skill area.
- The **BOLDED** numbers below are shared (cross listed) courses with other departments. These courses can count only **once** for credit [Example: AMST 160 is the same as POLS 160 and may only count as AMST **or** POLS]. Consult course catalog or meet with an advisor.
- "P" grade not allowed in Written Communication, Quantitative/Symbolic Reasoning, Humanities, Social Sciences, and Natural Sciences. Check with your intended transfer university for minimum grade requirements.
- Only 100 and 200 level coursework as specified allowed.

Written Communication: 10 credits

Complete both groups

Group A: English 101[▲] or Communication Studies 141[▲]

Group B: Choose one from English 201, 235[▲], 271 or 272

Intermediate Algebra Proficiency

Credits are not included in the degree total. Fulfill one of the following options:

1. Intermediate Algebra: Mathematics 099
2. A Mathematics course for which intermediate algebra is a prerequisite.
3. Three years of high school mathematics [must include algebra, geometry, and advanced (second-year) algebra.]
4. BCC assessment with qualified placement score for one of the math courses listed in the Quantitative/Symbolic Reasoning area.

Quantitative/Symbolic Reasoning: 5 credits

Choose one from the following:

Mathematics 107[▲], 130, **138[▲]**, **141[▲]**, **142[▲]**, **148[▲]**, **151[▲]**, 152[▲], 153[▲], 171[▲], 172[▲], 208, 238, 254[▲]
Business Administration 240 (Statistical Analysis)
Computer Science 210
Philosophy 106[▲], 115, 125
Programming 110

Humanities: 15 credits

Choose three different subjects:

Maximum 5 credits can be a performance/skills course (indicated by *)

American Studies 101, 102, **103**, **115[▲]**, **135**, **150**, **160**, **180**, 200, **260**, 285, 286, 287, 288

Anthropology 208[▲]

Art 101, **103**, 105, 110*, 111*, 112*, 120*, 121*, 150*, 151*, 153*, 201, 202,

203, 205, 221*, 222*, **225**, 240*, 242*, 252*, 253*, 260*, 261*, 280*

Communication Studies 101[▲], 103[▲], 104[▲], **112[▲]**, 115[▲], 119[▲], 120[▲], 121[▲],

131[▲], 132[▲], 133[▲], 134[▲], 136[▲], 138[▲], 143[▲], 144[▲], 145[▲], 146[▲], 161[▲], 163[▲],

201[▲], 202[▲], 210[▲], 216[▲], 220[▲], 240[▲], 241[▲], 260[▲], 261[▲], 280[▲], 285[▲]

Dance 130*, 131*, 132*, 133*, 140*, 141*, **151***, **152***, 201*, 202*, 203*

Drama 101[▲], 151[▲], 152[▲], 153[▲], 161[▲], 200[▲], 206[▲], 210[▲], 212[▲],

215[▲], 224[▲], 230[▲], 251[▲], 252[▲], 253[▲], 280[▲], 281[▲]

English 111[▲], 112[▲], 113[▲], 114[▲], 115[▲], 131, 210, 215, 219, 220, 221, 223,

224[▲], 225[▲], 226, 227, 228[▲], 229[▲], 237[▲], 238[▲], 239[▲], 241, 244[▲], 245[▲], 246[▲],

247[▲], 248[▲], 249[▲], 253, 254, 255, 263, 264, 265, 266, 276, 279

Ethnic & Cultural Studies 100, 102, **120**, 121, 152, 207, 210, 255

History 101, 102, 103, 110, 115, **120**, 135, 146[▲], 147[▲], 148[▲], 207, 210,

211, 212, 214[▲], 223, **230**, 236, 242, 245, 250, **261**, **280**

Humanities 210, 220, 224, 228, 230

Music 100[▲], 101[▲], 102[▲], 103[▲], 104[▲], 105[▲], 106[▲], 107[▲], 109[▲], 110[▲], 111[▲], 112[▲], 113[▲],

114[▲], 115[▲], 116[▲], 117[▲], 120[▲], 130[▲], 131[▲], 135[▲], 136[▲], 139[▲], 140[▲], 143[▲], 150[▲],

151[▲], 152[▲], **153[▲]**, 156[▲], 157[▲], 200[▲], 203[▲], 205[▲], 206[▲], 210[▲], 211[▲], 212[▲], 240[▲], 243[▲]

Philosophy 101[▲], 102, 103, 112, 114, 115, 122, 125, 130, **135**,

145, 160, **201**, **225**, 240, 247, **248**, **260**, 265, 267

Only one single language for a maximum of 5 credits allowed in Humanities.

Arabic 121[▲], 122[▲], 123[▲]

American Sign Language 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Chinese 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

French 121[▲], 122[▲], 123[▲], 131[▲], 132[▲], 133[▲], 221[▲], 222[▲], 223[▲], 231[▲], 232[▲], 233[▲]

German 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Italian 121[▲], 122[▲], 123[▲]

Japanese 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Spanish 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Social Sciences: 15 credits

Choose three different subjects:

American Studies 101, 102, **103**, **115[▲]**, **135**, **150**, **160**, **180**, 200, **260**, 285, 286, 287, 288

Anthropology 100[▲], 105, 106[▲], **180**, 204[▲], 206[▲], 207, 208[▲], 210[▲], **234[▲]**

Business 101[▲]

Communication Studies 102[▲], 230[▲]

Economics 100, 201[▲], 202[▲], **260**, 270

Ethnic & Cultural Studies 100, 102, **105**, 109, **120**, **121**, 130, 152, 200, 210, **241**, 255

Geography 100, 102, **105**, 200, 207, 250, 258, 277

History 101, 102, 103, 110, 115, **120**, 135, 146[▲], 147[▲], 148[▲], 207, 210,

211, 212, 214[▲], 223, **230**, 236, 242, 245, 250, **261**, **280**

Humanities 210, 220, 224, 228, 230

International Studies **105**, 150, 200, 201, 202, **204**, 230, **234[▲]**, **261**, **280**

Philosophy 102, 112, 122, 160, **201**, 240, **248**, **260**, 265

Political Science 101[▲], 121[▲], 122[▲], 123[▲], 125[▲], 155[▲], **160[▲]**,

175, **201[▲]**, 202[▲], 203[▲], 204, 220, 227, **230[▲]**

Psychology 100[▲], 109[▲], 110[▲], 200[▲], 203[▲], 205[▲], 209[▲], 210[▲], 220[▲], **240[▲]**, 250[▲], 257[▲]

Sociology 101[▲], **105**, **120**, 121, 122, 201[▲], 220, **240**, 246, 255, 256, 262, 264, 265, 270

Natural Sciences: 15-16 credits

Choose three different subjects: One course with a lab component required (indicated by "L")

Anthropology 205[▲]

Astronomy **100[▲]**, **101(L)[▲]**, 201(L)

Basic Science **106**

Biology 100(L)[▲], 108(L), 125, **130**, 150(L), 160(L)[▲], 162(L)[▲], 211(L)[▲],

212(L)[▲], 213(L)[▲], 241(L)[▲], 242(L)[▲], 260(L)[▲], 275 (L)

Botany 110(L), 113(L), 120(L)

Chemistry **100[▲]**, **105(L)[▲]**, 121(L)[▲], 131(L)[▲], 161(L)[▲], 162(L)[▲], 163(L)[▲], 261(L)[▲], 262(L)[▲], 263(L)[▲]

Environmental Science 100[▲], 207(L)[▲], 250(L)[▲]

Geography **106**, 205, 206(L)

Geology 101(L)[▲], 103(L), **106**, 208(L)[▲]

Home Economics **130**

Meteorology 101, 211

Nutrition **130**

Oceanography 101(L)[▲], 110[▲]

Physics **100(L)[▲]**, 109(L), 114(L), 115(L), 116(L), 121(L), 122(L), 123(L)

Psychology 202[▲]

No more than five credits from one of the following subjects allowed in the Natural Sciences distribution.

Mathematics 107[▲], 130, **138[▲]**, **141[▲]**, 142[▲], **148[▲]**, **151[▲]**, 152[▲], 153[▲], 171[▲], 172[▲], 208, 238, 254[▲]

Philosophy 106[▲]

Electives: 30 credits or sufficient credits to meet degree total.

Two types of electives: Transferable and Restricted

Maximum 15 elective credits with "P" grade

Transferable: All courses listed in Written Communication, Quantitative/Symbolic Reasoning, Humanities, Social Sciences, Natural Sciences, and their 190-199, 280-289, 290-299 series plus the following:

Accounting 201[▲], 202[▲], 203[▲]; **Animation** 120; **Art** 108; **Business Administration** 200; **Communication Studies** 245[▲], 266[▲]; **Computer Science** 101, 110, 211, 250; **Criminal Justice** 101[▲], 106[▲], 109[▲], 110[▲], 112[▲], 207[▲]; **Early Childhood Education** 156 **Education** 114[▲], 204[▲], 205[▲]; **Engineering** 114[▲], 170, 204[▲], 214[▲], 215[▲], 224[▲], 225[▲]; **Human Services** **Substance Abuse Counselor** 101[▲]; **Ethnic & Cultural Studies** 110, 111, 112; **Health** 220, 222, 250, 260, 292; **Humanities** 205, 260; **Interior Design** 140; **Physical Education-Theory** 166-290; **Physical Education-Activity** 103-158 [activity is limited to 3 credits]

Restricted: ANY college level courses **not** listed in any of the skill area, distribution or transferable electives (generally professional/technical and human development classes) (Maximum of 15 credits allowed).

Cultural Diversity Requirement

BCC's General Education requirements have a cultural diversity component. For a list of courses that satisfy the requirement, go to www.bellevuecollege.edu/catalog/degrees/gened.

▲ Course number and/or title change begins Summer 2008. Courses with previous number/title are still applicable. For more information visit: www.bellevuecollege.edu/ccn and/or meet with an advisor.

Associate in Business – Direct Transfer Agreement/Major Related Program

90 Applicable College Level Quarter Credits

Important Notes and Conditions

- A course can not be credited toward more than one distribution or skill area.
- The **BOLDED** numbers below are shared (cross listed) courses with other departments. These courses can count only **once** for credit [Example: AMST 160 is the same as POLS 160 and may only count as AMST or POLS]. Consult course catalog or meet with an advisor.
- “P” grade is not allowed. Check with your intended transfer university for minimum grade requirements.
- Only 100 and 200 level coursework as specified allowed.

Written Communication: 10 credits (See note # 1)

Complete both groups with minimum grade of C

Group A: English 101[▲]

Group B: Choose one from English 201, 235[▲], 271 or 272

Quantitative: 5 credits

Complete with minimum grade of C

Mathematics 138[▲]

Humanities: 15 credits (see note # 2)

Choose three different subjects:

Maximum 5 credits can be a performance/skills course (indicated by *)

American Studies 101, 102, 103, 115[▲], 135, 150, 160, 180, 200, 260, 285, 286, 287, 288

Anthropology 208[▲]

Art 101, 103, 105, 110*, 111*, 112*, 120*, 121*, 150*, 151*, 153*, 201, 202, 203, 205, 221*, 222*, 225, 240*, 242*, 252*, 253*, 260*, 261*, 280*

Communication Studies 101[▲], 103[▲], 104[▲], 112[▲], 115[▲], 119[▲], 120[▲], 121[▲], 131[▲], 132[▲], 133[▲], 134[▲], 136[▲], 138[▲], 143[▲], 144[▲], 145[▲], 146[▲], 161[▲], 163[▲], 201[▲], 202[▲], 210[▲], 216[▲], 220[▲], 240[▲], 241[▲], 260[▲], 261[▲], 280[▲], 285[▲]

Dance 130*, 131*, 132*, 133*, 140*, 141*, 151*, 152*, 201*, 202*, 203*

Drama 101[▲], 151[▲], 152[▲], 153[▲], 161[▲], 200[▲], 206[▲], 210[▲], 212[▲], 215[▲], 224[▲], 230[▲], 251[▲], 252[▲], 253[▲], 280[▲], 281[▲]

English 111[▲], 112[▲], 113[▲], 114[▲], 115[▲], 131, 210, 215, 219, 220, 221, 223, 224[▲], 225[▲], 226, 227, 228[▲], 229[▲], 237[▲], 238[▲], 239[▲], 241, 244[▲], 245[▲], 246[▲], 247[▲], 248[▲], 249[▲], 253, 254, 255, 263, 264, 265, 266, 276, 279

Ethnic & Cultural Studies 100, 102, 120, 121, 152, 207, 210, 255

History 101, 102, 103, 110, 115, 120, 135, 146[▲], 147[▲], 148[▲], 207, 210, 211, 212, 214[▲], 223, 230, 236, 242, 245, 250, 261, 280

Humanities 210, 220, 224, 228, 230

Music 100[▲], 101[▲], 102[▲], 103[▲], 104[▲], 105[▲], 106[▲], 107[▲], 109[▲], 110[▲], 111[▲], 112[▲], 113[▲], 114[▲], 115[▲], 116[▲], 117[▲], 120[▲], 130[▲], 131[▲], 135[▲], 136[▲], 139[▲], 140[▲], 143[▲], 150[▲], 151[▲], 152[▲], 153[▲], 156[▲], 157[▲], 200[▲], 203[▲], 205[▲], 206[▲], 210[▲], 211[▲], 212[▲], 240[▲], 243[▲]

Philosophy 101[▲], 102, 103, 112, 114, 115, 122, 125, 130, 135, 145, 160, 201, 225, 240, 247, 248, 260, 265, 267

Only one single language for a maximum of 5 credits allowed in Humanities.

Arabic 121[▲], 122[▲], 123[▲]

American Sign Language 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Chinese 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

French 121[▲], 122[▲], 123[▲], 131[▲], 132[▲], 133[▲], 221[▲], 222[▲], 223[▲], 231[▲], 232[▲], 233[▲]

German 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Italian 121[▲], 122[▲], 123[▲]

Japanese 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Spanish 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Social Sciences: 20 credits

Complete both groups

Group A: Choose two different subjects:

American Studies 101, 102, 103, 115[▲], 135, 150, 160, 180, 200, 260, 285, 286, 287, 288

Anthropology 100[▲], 105, 106[▲], 180, 204[▲], 206[▲], 207, 208[▲], 210[▲], 234[▲]

Business 101[▲]

Communication Studies 102[▲], 230[▲]

Ethnic & Cultural Studies 100, 102, 105, 109, 120, 121, 130, 152, 200, 210, 241, 255

Geography 100, 102, 105, 200, 207, 250, 258, 277

History 101, 102, 103, 110, 115, 120, 135, 146[▲], 147[▲], 148[▲], 207, 210, 211, 212, 214[▲], 223, 230, 236, 242, 245, 250, 261, 280

Humanities 210, 220, 224, 228, 230

International Studies 105, 150, 200, 201, 202, 204, 230, 234[▲], 261, 280

Philosophy 102, 112, 122, 160, 201, 240, 248, 260, 265

Political Science 101[▲], 121[▲], 122[▲], 123[▲], 125[▲], 155[▲], 160[▲], 175, 201[▲], 202[▲], 203[▲], 204, 220, 227, 230[▲]

Psychology 100[▲], 109[▲], 110[▲], 200[▲], 203[▲], 205[▲], 209[▲], 210[▲], 220[▲], 240[▲], 250[▲], 257[▲]

Sociology 101[▲], 105, 120, 121, 122, 201[▲], 220, 240, 246, 255, 256, 262, 264, 265, 270

Group B: Complete both courses with a minimum grade of C

Economics 201[▲] and 202[▲] (Micro and Macro Economics)

Natural Sciences: 15-16 credits (see note # 3)

Complete both groups

Group A: with minimum grade of C

Mathematics 148[▲]

Group B: Choose two different subjects

One course with a lab component (indicated by “L”).

Anthropology 205[▲]

Astronomy 100[▲], 101(L)[▲], 201(L)

Basic Science 106

Biology 100(L)[▲], 108(L), 125, 130, 150(L), 160(L)[▲], 162(L)[▲], 211(L)[▲], 212(L)[▲], 213(L)[▲], 241(L)[▲], 242(L)[▲], 260(L)[▲], 275 (L)

Botany 110(L), 113(L), 120(L)

Chemistry 100[▲], 105(L)[▲], 121(L)[▲], 131(L)[▲], 161(L)[▲], 162(L)[▲], 163(L)[▲], 261(L)[▲], 262(L)[▲], 263(L)[▲]

Environmental Science 100[▲], 207(L)[▲], 250(L)[▲]

Geography 106, 205, 206(L)

Geology 101(L)[▲], 103(L), 106, 208(L)[▲]

Home Economics 130

Meteorology 101, 211

Nutrition 130

Oceanography 101(L)[▲], 110[▲]

Physics 100(L)[▲], 109(L), 114(L), 115(L), 116(L), 121(L), 122(L), 123(L)

Psychology 202[▲]

Business Core Requirements: 25 Credits (see note # 4)

Complete all of the following courses with minimum grade of C

Accounting 201[▲], 202[▲], 203[▲] and

Business Administration 240 (Statistical Analysis) and

***Business Administration** 200 or ***Business** 201[▲]

*See note # 4 regarding which Business course to choose.

Additional courses may be required per specific university. (See note #5)

Notes 1 through 5: Specific University Requirements:

See business advisor for any questions or further information.

1. To meet the current EWU requirements, the second English Composition course must be equivalent to EWU's ENGL 201-College compositions: Analysis, Research, and Documentation.
2. Students majoring in INT'L Business should consult transfer institution regarding level of world language required for admission to major. 5 credits in World Language may be applied to the Humanities requirement.
3. Students intending the manufacturing management major at WWU should consult WWU regarding the selection of natural science courses required for admission to the major.
4. CWU, UW Seattle, and WWU require BA 200. EWU and WSU require Business 201. Either BA 200 or Business 201 will satisfy requirements at UW Bothell, Heritage, PLU, SU and Walla Walla College do not require a lower division Business Law course but will accept either course taken as part of this degree as a lower division elective.
5. Some Institutions have computer competency requirements for admission to the major that go beyond those specified above:

University:	Course Equivalent to:
WSU	MIS 250 (CS 250 at BCC)
Gonzaga	BMIS 235
PLU	CSCE 120 or skills test
SPU	BUS 1700 or skills test

Cultural Diversity Requirement

BCC's General Education requirements have a cultural diversity component. For a list of courses that satisfy the requirement, go to www.bellevuecollege.edu/catalog/degrees/gened.

▲ Course number and/or title change begins Summer 2008. Courses with previous number/title are still applicable. For more information visit: www.bellevuecollege.edu/ccn and/or meet with an advisor.

Associate in Elementary Education – Direct Transfer Agreement/Major Related Program

90 Applicable College Level Quarter Credits

The Elementary Education Major Related Program (MRP) is designed to prepare students for an upper division elementary education major. It provides students with the minimum preparation for consideration for admission to participating Washington State Baccalaureate institutions offering Elementary Education bachelor's degrees.

Important Notes and Conditions

- A course can not be credited toward more than one distribution or skill area.
- The **BOLDED** numbers below are shared (cross listed) courses with other departments. These courses can count only **once** for credit [Example: AMST 160 is the same as POLS 160 and may only count as AMST **or** POLS]. Consult course catalog or meet with an advisor.
- "P" grade not allowed in Written Communication, Quantitative, Humanities, Social Sciences, and Natural Sciences and Core coursework. Check with your intended transfer university for minimum grade requirements
- Only 100 and 200 level coursework as specified allowed.

Written Communication: 10 credits

Complete both groups

Group A: English 101[▲]

Group B: English 201 or 235[▲]

Quantitative (Mathematics): 10 credits

Complete both courses:

Mathematics 171[▲] and 172[▲]

Humanities: 20 credits

Complete all groups. Three different subjects are required.

Maximum 5 credits can be a performance/skills course (indicated by *)

Group A: 10 credits

Complete both: **Communication Studies** 220 and **History** 245 or 146[▲] or 147[▲]

Group B: 5 credits

Choose one: **American Studies** 200 or 286 or **Anthropology** 208[▲]

Group C: 5 credits

Recommended: 5 credits from Music, Art, English Literature and Drama/Theatre

Choose from the following list:

American Studies 101, 102, 103, 115[▲], 135, 150, 160, 180, 200, 260, 285, 286, 287, 288

Anthropology 208[▲]

Art 101, 103, 105, 110*, 111*, 112*, 120*, 121*, 150*, 151*, 153*, 201, 202, 203, 205, 221*, 222*, 225, 240*, 242*, 252*, 253*, 260*, 261*, 280*

Communication Studies 101[▲], 103[▲], 104[▲], 112[▲], 115[▲], 119[▲], 120[▲], 121[▲], 131[▲], 132[▲], 133[▲], 134[▲], 136[▲], 138[▲], 143[▲], 144[▲], 145[▲], 146[▲], 161[▲], 163[▲], 201[▲], 202[▲], 210[▲], 216[▲], 240[▲], 241[▲], 260[▲], 261[▲], 280[▲], 285[▲]

Dance 130*, 131*, 132*, 133*, 140*, 141*, 151*, 152*, 201*, 202*, 203*

Drama 101[▲], 151[▲], 152[▲], 153[▲], 161[▲], 200[▲], 206[▲], 210[▲], 212[▲], 215[▲], 224[▲], 230[▲], 251[▲], 252[▲], 253[▲], 280[▲], 281[▲]

English 111[▲], 112[▲], 113[▲], 114[▲], 115[▲], 131, 210, 215, 219, 220, 221, 223, 224[▲], 225[▲], 226, 227, 228[▲], 229[▲], 237[▲], 238[▲], 239[▲], 241, 244[▲], 245[▲], 246[▲], 247[▲], 248[▲], 249[▲], 253, 254, 255, 263, 264, 265, 266, 276, 279

Ethnic & Cultural Studies 100, 102, 120, 121, 152, 207, 210, 255

History 101, 102, 103, 110, 115, 120, 135, 146[▲], 147[▲], 148[▲], 207, 210, 211, 212, 214[▲], 223, 230, 236, 242, 245, 250, 261, 280

Humanities 210, 220, 224, 228, 230

Music 100[▲], 101[▲], 102[▲], 103[▲], 104[▲], 105[▲], 106[▲], 107[▲], 109[▲], 110[▲], 111[▲], 112[▲], 113[▲], 114[▲], 115[▲], 116[▲], 117[▲], 120[▲], 130[▲], 131[▲], 135[▲], 136[▲], 139[▲], 140[▲], 143[▲], 150[▲], 151[▲], 152[▲], 153[▲], 156[▲], 157[▲], 200[▲], 203[▲], 205[▲], 206[▲], 210[▲], 211[▲], 212[▲], 240[▲], 243[▲]

Philosophy 101[▲], 102, 103, 112, 114, 115, 122, 125, 130, 135, 145, 160, 201, 225, 240, 247, 248, 260, 265, 267

Only one single language for a maximum of 5 credits allowed in Humanities.

Arabic 121[▲], 122[▲], 123[▲]

American Sign Language 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Chinese 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

French 121[▲], 122[▲], 123[▲], 131[▲], 132[▲], 133[▲], 221[▲], 222[▲], 223[▲], 231[▲], 232[▲], 233[▲]

German 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Italian 121[▲], 122[▲], 123[▲]

Japanese 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Spanish 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Social Sciences: 20 credits

Complete all groups. Three different subjects are required.

Group A: 5 credits

Choose one:

Sociology 101[▲] or 201[▲] or 256 or 262 or **Psychology** 250[▲] or 257[▲]

Group B: 5 credits

Choose one:

History 101 or 102 or 103

Group C: 10 credits

Choose two different subjects:

Recommended: 5-10 credits from Economics, Geography, Political Science, or History

American Studies 101, 102, 103, 115[▲], 135, 150, 160, 180, 200, 260, 285, 286, 287, 288

Anthropology 100[▲], 105, 106[▲], 180, 204[▲], 206[▲], 207, 208[▲], 210[▲], 234[▲]

Business 101[▲]

Communication Studies 102[▲], 230[▲]

Economics 100, 201[▲], 202[▲], 260, 270

Ethnic & Cultural Studies 100, 102, 105, 109, 120, 121, 130, 152, 200, 210, 241, 255

Geography 100, 102, 105, 200, 207, 250, 258, 277

History 101, 102, 103, 110, 115, 120, 135, 146[▲], 147[▲], 148[▲], 207, 210, 211, 212, 214[▲], 223, 230, 236, 242, 245, 250, 261, 280

Humanities 210, 220, 224, 228, 230

International Studies 105, 150, 200, 201, 202, 204, 230, 234[▲], 261, 280

Philosophy 102, 112, 122, 160, 201, 240, 248, 260, 265

Political Science 101[▲], 121[▲], 122[▲], 123[▲], 125[▲], 155[▲], 160[▲], 175, 201[▲], 202[▲], 203[▲], 204, 220, 227, 230[▲]

Psychology 100[▲], 109[▲], 110[▲], 200[▲], 203[▲], 205[▲], 209[▲], 210[▲], 220[▲], 240[▲], 250[▲], 257[▲]

Sociology 101[▲], 105, 120, 121, 122, 201[▲], 220, 240, 246, 255, 256, 262, 264, 265,

Note: Washington State and Central Washington, and Saint Martin Universities require Developmental Psychology

Natural Sciences: 15-17 credits:

Complete all groups. Three different subjects are required

Two subjects must be courses with lab component (indicated by "L")

Group A: Biological Sciences: 5-6 credits

Choose one:

Biology 100(L)[▲], 108(L)[▲], 125, 130, 150(L)[▲], 160(L)[▲], 162(L)[▲], 211(L)[▲], 212(L)[▲], 213(L)[▲], 250(L)[▲], 241(L)[▲], 242(L)[▲], 260(L)[▲]

Group B: Earth Sciences: 5-6 credits

Choose one:

Environmental Science 100[▲], 207(L)[▲], 250(L)

Geography 106, 205, 206(L)[▲]

Geology 101(L)[▲], 103(L)[▲], 106, 208(L)[▲]

Oceanography 101(L), 110[▲]

Group C: Physical Sciences: 5-6 credits

Choose one:

Astronomy 100[▲], 101(L)[▲], 201(L)[▲]

Basic Science 106

Chemistry 100[▲], 105(L)[▲], 121(L)[▲], 131(L)[▲], 161(L)[▲], 162(L)[▲], 163(L)[▲], 233, 261(L)[▲], 262(L)[▲], 263(L)[▲]

Meteorology 101, 211

Physics 100(L)[▲], 109(L)[▲], 114(L)[▲], 115(L)[▲], 116(L)[▲], 121(L)[▲], 122(L)[▲], 123(L)[▲]

Elementary Education Core Courses: 16 credits

Complete all of the following courses

Education 114[▲] and 205[▲], **Experiential Learning** 190,

Health 220, **Physical Education** 237

Cultural Diversity Requirement

BCC's General Education requirements have a cultural diversity component. For a list of courses that satisfy the requirement, go to www.bellevuecollege.edu/catalog/degrees/gened.

▲ Course number and/or title change begins Summer 2008. Courses with previous number/title are still applicable. For more information visit: www.bellevuecollege.edu/ccn and/or meet with an advisor.

Associate in Math Education – Direct Transfer Agreement/Major Related Program

For Future Secondary Math Teachers

90 Applicable College Level Quarter Credits

Important Notes and Conditions

- A course can not be credited toward more than one distribution or skill area.
- The **BOLDED** numbers below are shared (cross listed) courses with other departments. These courses can count only **once** for credit [Example: AMST 160 is the same as POLS 160 and may only count as AMST **or** POLS]. Consult course catalog or meet with an advisor.
- “P” grade only allowed in electives area. Check with your intended transfer university for minimum grade requirements.
- Only 100 and 200 level coursework as specified allowed.

Written Communication: 10 credits

Complete both groups

Group A: English 101[▲] or **Communication Studies** 141[▲]

Group B: choose **one** from **English** 201, 235[▲], 271 or 272

Quantitative: 5 credits

Mathematics 151[▲]

Humanities: 15 credits

Complete both groups

Group A: 5 credits

Communication Studies 101[▲] or 220[▲]

Group B: 10 credits

Choose two different subjects:

Maximum 5 credits can be a performance/skills course (indicated by *)

American Studies 101, 102, 103, 115[▲], 135, 150, 160, 180, 200, 260, 285, 286, 287, 288

Anthropology 208[▲]

Art 101, 103, 105, 110*, 111*, 112*, 120*, 121*, 150*, 151*, 153*, 201, 202, 203, 205, 221*, 222*, 225, 240*, 242*, 252*, 253*, 260*, 261*, 280*

Dance 130*, 131*, 132*, 133*, 140*, 141*, 151*, 152*, 201*, 202*, 203*

Drama 101[▲], 151[▲], 152[▲], 153[▲], 161[▲], 200[▲], 206[▲], 210[▲], 212[▲], 215[▲], 224[▲], 230[▲], 251[▲], 252[▲], 253[▲], 280[▲], 281[▲]

English 111[▲], 112[▲], 113[▲], 114[▲], 115[▲], 131, 210, 215, 219, 220, 221, 223, 224[▲], 225[▲], 226, 227, 228[▲], 229[▲], 237[▲], 238[▲], 239[▲], 241, 244[▲], 245[▲], 246[▲], 247[▲], 248[▲], 249[▲], 253, 254, 255, 263, 264, 265, 266, 276, 279

Ethnic & Cultural Studies 100, 102, 120, 121, 152, 207, 210, 255

History 101, 102, 103, 110, 115, 120, 135, 146[▲], 147[▲], 148[▲], 207, 210, 211, 212, 214[▲], 223, 230, 236, 242, 245, 250, 261, 280

Humanities 210, 220, 224, 228, 230

Music 100[▲], 101[▲], 102[▲], 103[▲], 104[▲], 105[▲], 106[▲], 107[▲], 109[▲], 110[▲], 111[▲], 112[▲], 113[▲], 114[▲], 115[▲], 116[▲], 117[▲], 120[▲], 130[▲], 131[▲], 135[▲], 136[▲], 139[▲], 140[▲], 143[▲], 150[▲], 151[▲], 152[▲], 153[▲], 156[▲], 157[▲], 200[▲], 203[▲], 205[▲], 206[▲], 210[▲], 211[▲], 212[▲], 240[▲], 243[▲]

Philosophy 101[▲], 102, 103, 112, 114, 115, 122, 125, 130, 135, 145, 160, 201, 225, 240, 247, 248, 260, 265, 267

Only one single language for a maximum of 5 credits allowed in Humanities.

Arabic 121[▲], 122[▲], 123[▲]

American Sign Language 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Chinese 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

French 121[▲], 122[▲], 123[▲], 131[▲], 132[▲], 133[▲], 221[▲], 222[▲], 223[▲], 231[▲], 232[▲], 233[▲]

German 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Italian 121[▲], 122[▲], 123[▲]

Japanese 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Spanish 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Social Sciences: 15 credits

Complete both groups

Group A: 5 credits

Psychology 100[▲]

Group B: 10 credits

Choose two different subjects:

American Studies 101, 102, 103, 115[▲], 135, 150, 160, 180, 200, 260, 285, 286, 287, 288

Anthropology 100[▲], 105, 106[▲], 180, 204[▲], 206[▲], 207, 208[▲], 210[▲], 234[▲]

Business 101[▲]

Communication Studies 102[▲], 230[▲]

Economics 100, 201[▲], 202[▲], 260, 270

Ethnic & Cultural Studies 100, 102, 105, 109, 120, 121, 130, 152, 200, 210, 241, 255

Geography 100, 102, 105, 200, 207, 250, 258, 277

History 101, 102, 103, 110, 115, 120, 135, 146[▲], 147[▲], 148[▲], 207, 210, 211, 212, 214[▲], 223, 230, 236, 242, 245, 250, 261, 280

Humanities 210, 220, 224, 228, 230

International Studies 105, 150, 200, 201, 202, 204, 230, 234[▲], 261, 280

Philosophy 102, 112, 122, 160, 201, 240, 248, 260, 265

Political Science 101[▲], 121[▲], 122[▲], 123[▲], 125[▲], 155[▲], 160[▲], 175, 201[▲], 202[▲], 203[▲], 204, 220, 227, 230[▲]

Sociology 101[▲], 105, 120, 121, 122, 201[▲], 220, 240, 246, 255, 256, 262, 264, 265, 270

Natural Sciences: 15-16 credits

Complete both Group A and Group B

Group A: 5 credits

Mathematics 152[▲]

Group B: 10-11 credits

Must choose two different subjects from the following list:

One course with a lab component required (indicated by “L”)

Anthropology 205[▲]

Astronomy 100[▲], 101(L)[▲], 201(L)

Basic Science 106

Biology 100(L)[▲], 108(L), 125, 130, 150(L), 160(L)[▲], 162(L)[▲], 211(L)[▲], 212(L)[▲], 213(L)[▲], 241(L)[▲], 242(L)[▲], 260(L)[▲], 275(L)

Botany 110(L), 113(L), 120(L)

Chemistry 100[▲], 105(L)[▲], 121(L)[▲], 131(L)[▲], 161(L)[▲], 162(L)[▲], 163(L)[▲], 261(L)[▲], 262(L)[▲], 263(L)[▲]

Environmental Science 100[▲], 207(L)[▲], 250(L)[▲]

Geography 106, 205, 206(L)

Geology 101(L)[▲], 103(L), 106, 208(L)[▲]

Home Economics 130

Meteorology 101, 211

Nutrition 130

Oceanography 101(L)[▲], 110[▲]

Physics 100(L)[▲], 109(L), 114(L), 115(L), 116(L), 121(L), 122(L), 123(L)

Psychology 202[▲]

Math Education Core Coursework: 20 credits

Complete all of the following:

Mathematics 153[▲], 208, 254[▲]

Education 205[▲]

Electives: 9-10 credits or sufficient credits to meet degree total of 90

Activity Physical Education classes (PE 103-158) are limited to 3 credits

Complete sufficient additional college-level credits so that total credits earned are at least 90 quarter credits. These remaining credits should be planned with the help of an advisor based on the requirements of the specific major at the baccalaureate institution you plan to transfer to. These remaining credits may include prerequisites for major courses, additional major coursework, or specific general education or other university requirements.

Cultural Diversity Requirement

BCC's General Education requirements have a cultural diversity component. For a list of courses that satisfy the requirement, go to www.bellevuecollege.edu/catalog/degrees/gened.

▲ Course number and/or title change begins Summer 2008. Courses with previous number/title are still applicable. For more information visit: www.bellevuecollege.edu/ccn and/or meet with an advisor.

Associate in Science Track I: Biological, Environmental/Resources, Chemistry, Earth Sciences

90 Applicable College Level Quarter Credits

Important Notes and Conditions

- A course can not be credited toward more than one distribution or skill area.
- The **BOLDED** numbers below are shared (cross listed) courses with other departments. These courses can count only **once** for credit [Example: AMST 160 is the same as POLS 160 and may only count as an AMST **or** POLS]. Consult course catalog or meet with an advisor.
- "P" grade is only allowed in elective area. Check with your intended transfer university for minimum grade requirements

Written Communication: 5 credits

Complete one from the following:

English 101[▲], 201, 235[▲], 271, 272 **or** Communication Studies 141[▲]

Quantitative (Mathematics): 10 credits

Choose two from the following:

Mathematics 151[▲], 152[▲], 153[▲], 208, 238, 254[▲]

Humanities and Social Sciences: 15 credits

Minimum 5 credits each in the Humanities and Social Sciences area plus 5 additional credits in either area (for a total of 15 credits).

Maximum 5 credits can be a performance/skills course (indicated by *)

Humanities:

American Studies 101, 102, 103, 115[▲], 135, 150, 160, 180, 200, 260, 285, 286, 287, 288

Anthropology 208[▲]

Art 101, 103, 105, 110^{*}, 111^{*}, 112^{*}, 120^{*}, 121^{*}, 150^{*}, 151^{*}, 153^{*}, 201, 202, 203, 205, 221^{*}, 222^{*}, 225, 240^{*}, 242^{*}, 252^{*}, 253^{*}, 260^{*}, 261^{*}, 280^{*}

Communication Studies 101[▲], 103[▲], 104[▲], 112[▲], 115[▲], 119[▲], 120[▲], 121[▲], 131[▲], 132[▲], 133[▲], 134[▲], 136[▲], 138[▲], 143[▲], 144[▲], 145[▲], 146[▲], 161[▲], 163[▲], 201[▲], 202[▲], 210[▲], 216[▲], 220[▲], 240[▲], 241[▲], 260[▲], 261[▲], 280[▲], 285[▲]

Dance 130^{*}, 131^{*}, 132^{*}, 133^{*}, 140^{*}, 141^{*}, 151^{*}, 152^{*}, 201^{*}, 202^{*}, 203^{*}

Drama 101[▲], 151[▲], 152[▲], 153[▲], 161[▲], 200[▲], 206[▲], 210[▲], 212[▲], 215[▲], 224[▲], 230[▲], 251[▲], 252[▲], 253[▲], 280[▲], 281[▲]

English 111[▲], 112[▲], 113[▲], 114[▲], 115[▲], 131, 210, 215, 219, 220, 221, 223, 224[▲], 225[▲], 226, 227, 228[▲], 229[▲], 237[▲], 238[▲], 239[▲], 241, 244[▲], 245[▲], 246[▲], 247[▲], 248[▲], 249[▲], 253, 254, 255, 263, 264, 265, 266, 276, 279

Ethnic & Cultural, Studies 100, 102, 120, 121, 152, 207, 210, 255

History 101, 102, 103, 110, 115, 120, 135, 146[▲], 147[▲], 148[▲], 207, 210, 211, 212, 214[▲], 223, 230, 236, 242, 245, 250, 261, 280

Humanities 210, 220, 224, 228, 230

Music 100[▲], 101[▲], 102[▲], 103[▲], 104[▲], 105[▲], 106[▲], 107[▲], 109[▲], 110[▲], 111[▲], 112[▲], 113[▲], 114[▲], 115[▲], 116[▲], 117[▲], 120[▲], 130[▲], 131[▲], 135[▲], 136[▲], 139[▲], 140[▲], 143[▲], 150[▲], 151[▲], 152[▲], 153[▲], 156[▲], 157[▲], 200[▲], 203[▲], 205[▲], 206[▲], 210[▲], 211[▲], 212[▲], 240[▲], 243[▲]

Philosophy 101[▲], 102, 103, 112, 114, 115, 122, 125, 130, 135, 145, 160, 201, 225, 240, 247, 248, 260, 265, 267

Only one single language for a maximum of 5 credits allowed in Humanities.

Arabic 121[▲], 122[▲], 123[▲]

American Sign, Language 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Chinese 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

French 121[▲], 122[▲], 123[▲], 131[▲], 132[▲], 133[▲], 221[▲], 222[▲], 223[▲], 231[▲], 232[▲], 233[▲]

German 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Italian 121[▲], 122[▲], 123[▲]

Japanese 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Spanish 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Social Sciences:

American Studies 101, 102, 103, 115[▲], 135, 150, 160, 180, 200, 260, 285, 286, 287, 288

Anthropology 100[▲], 105, 106[▲], 180, 204[▲], 206[▲], 207, 208[▲], 210[▲], 234[▲]

Business 101[▲]

Communication Studies 102[▲], 230[▲]

Economics 100, 201[▲], 202[▲], 260, 270

Ethnic & Cultural Studies 100, 102, 105, 109, 120, 121, 130, 152, 200, 210, 241, 255

Geography 100, 102, 105, 200, 207, 250, 258, 277

History 101, 102, 103, 110, 115, 120, 135, 146[▲], 147[▲], 148[▲], 207, 210, 211, 212, 214[▲], 223, 230, 236, 242, 245, 250, 261, 280

Humanities 210, 220, 224, 228, 230

International Studies 105, 150, 200, 201, 202, 204, 230, 234[▲], 261, 280

Philosophy 102, 112, 122, 160, 201, 240, 248, 260, 265

Political Science 101[▲], 121[▲], 122[▲], 123[▲], 125[▲], 155[▲], 160[▲], 175, 201[▲], 202[▲], 203[▲], 204, 220, 227, 230[▲]

Psychology 100[▲], 109[▲], 110[▲], 200[▲], 203[▲], 205[▲], 209[▲], 210[▲], 220[▲], 240[▲], 250[▲], 257[▲]

Sociology 101[▲], 105, 120, 121, 122, 201[▲], 220, 240, 246, 255, 256, 262, 264, 265, 270

Chemistry Sequence: 15-18 credits

Three quarter sequence should be taken at one institution (either at BCC or transferred in as a whole sequence). Exceptions must be discussed with science advisor (see Science Division).

Chemistry 161[▲], 162[▲], 163[▲] **or** 261[▲], 262[▲], 263[▲]

Biology or Physics Sequence: 15-18 credits

Three quarter sequence should taken at one institution (either at BCC or transferred in as a whole sequence). Exceptions must be discussed with science advisor (see Science Division). Some majors require physics with Calculus (PHYS 121-123) – See advisor.

Physics 114, 115, 116 **or** 121, 122, 123

Biology 211[▲], 212[▲], 213[▲]

Additional Mathematics: 5 credits

Third quarter of calculus **or** above **or** an approved statistics course.

Mathematics 153[▲], 208, 254[▲], 238, **or** **Business Administration** 240

Additional Requirements for Intended Major: 10-18 credits

Credits in physics, organic chemistry or biology in a two to three quarter sequence. Discuss subject and sequence choice with science advisor.

Electives: Sufficient to meet the minimum degree total of 90

Maximum 5 credits of restricted elective courses.

Courses should be planned only with a science advisor based on the requirements of your major and the university to which you intend to transfer.

For a complete listing of approved electives, see the Associate in Arts & Sciences-Direct Transfer Degree at: www.bellevuecollege.edu/worksheets

Cultural Diversity Requirement

BCC's General Education requirements have a cultural diversity component.

For a list of courses that satisfy the requirement, go to www.bellevuecollege.edu/catalog/degrees/gened.

Science Advising: (425) 564-2321 <http://scidiv.bcc.ctc.edu/>

[▲] Course number and/or title change begins Summer 2008. Courses with previous number/title are still applicable. For more information visit: www.bellevuecollege.edu/ccn and/or meet with an advisor.

Associate in Science Track II: Physics & Atmospheric Sciences & Engineering

For additional options: See AS Track II for Engineering Major
Related Programs

90 Applicable College Level Credits

Important Notes and Conditions

- A course can not be credited toward more than one distribution or skill area.
- The **BOLDED** numbers below are shared (cross listed) courses with other departments. These courses can count only **once** for credit [Example: AMST 160 is the same as POLS 160 and may only count as AMST **or** POLS]. Consult course catalog or meet with an advisor.
- "P" grade is only allowed in elective area. Check with your intended transfer university for minimum grade requirements
- Only 100 and 200 level coursework as specified allowed.

Written Communication: 5 credits

Complete one from the following:

English 101[▲], 201, 235[▲], 271, 272 or Communication Studies 141[▲]

Quantitative (Mathematics): 10 credits

Choose two from the following:

Mathematics 151[▲], 152[▲], 153[▲], 208, 238, 254[▲]

Humanities and Social Sciences: 15 credits

Minimum 5 credits each in the Humanities and Social Sciences area plus 5 additional credits in either area (for a total of 15 credits).

Maximum 5 credits can be a performance/skills course (indicated by *)

Humanities:

American Studies 101, 102, 103, 115[▲], 135, 150, 160, 180, 200, 260, 285, 286, 287, 288
Anthropology 208[▲]

Art 101, 103, 105, 110*, 111*, 112*, 120*, 121*, 150*, 151*, 153*, 201, 202, 203, 205, 221*, 222*, 225, 240*, 242*, 252*, 253*, 260*, 261*, 280*

Communication Studies 101[▲], 103[▲], 104[▲], 112[▲], 115[▲], 119[▲], 120[▲], 121[▲], 131[▲], 132[▲], 133[▲], 134[▲], 136[▲], 138[▲], 143[▲], 144[▲], 145[▲], 146[▲], 161[▲], 163[▲], 201[▲], 202[▲], 210[▲], 216[▲], 220[▲], 240[▲], 241[▲], 260[▲], 261[▲], 280[▲], 285[▲]

Dance 130*, 131*, 132*, 133*, 140*, 141*, 151*, 152*, 201*, 202*, 203*

Drama 101[▲], 151[▲], 152[▲], 153[▲], 161[▲], 200[▲], 206[▲], 210[▲], 212[▲], 215[▲], 224[▲], 230[▲], 251[▲], 252[▲], 253[▲], 280[▲], 281[▲]

English 111[▲], 112[▲], 113[▲], 114[▲], 115[▲], 131, 210, 215, 219, 220, 221, 223, 224[▲], 225[▲], 226, 227, 228[▲], 229[▲], 237[▲], 238[▲], 239[▲], 241, 244[▲], 245[▲], 246[▲], 247[▲], 248[▲], 249[▲], 253, 254, 255, 263, 264, 265, 266, 276, 279

Ethnic & Cultural, Studies 100, 102, 120, 121, 152, 207, 210, 255

History 101, 102, 103, 110, 115, 120, 135, 146[▲], 147[▲], 148[▲], 207, 210, 211, 212, 214[▲], 223, 230, 236, 242, 245, 250, 261, 280

Humanities 210, 220, 224, 228, 230

Music 100[▲], 101[▲], 102[▲], 103[▲], 104[▲], 105[▲], 106[▲], 107[▲], 109[▲], 110[▲], 111[▲], 112[▲], 113[▲], 114[▲], 115[▲], 116[▲], 117[▲], 120[▲], 130[▲], 131[▲], 135[▲], 136[▲], 139[▲], 140[▲], 143[▲], 150[▲], 151[▲], 152[▲], 153[▲], 156[▲], 157[▲], 200[▲], 203[▲], 205[▲], 206[▲], 210[▲], 211[▲], 212[▲], 240[▲], 243[▲]

Philosophy 101[▲], 102, 103, 112, 114, 115, 122, 125, 130, 135, 145, 160, 201, 225, 240, 247, 248, 260, 265, 267

Only one single language for a maximum of 5 credits allowed in Humanities.

Arabic 121[▲], 122[▲], 123[▲]

American Sign, Language 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Chinese 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

French 121[▲], 122[▲], 123[▲], 131[▲], 132[▲], 133[▲], 221[▲], 222[▲], 223[▲], 231[▲], 232[▲], 233[▲]

German 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Italian 121[▲], 122[▲], 123[▲]

Japanese 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Spanish 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Social Sciences:

American Studies 101, 102, 103, 115[▲], 135, 150, 160, 180, 200, 260, 285, 286, 287, 288

Anthropology 100[▲], 105, 106[▲], 180, 204[▲], 206[▲], 207, 208[▲], 210[▲], 234[▲]

Business 101[▲]

Communication Studies 102[▲], 230[▲]

Economics 100, 201[▲], 202[▲], 260, 270

Ethnic & Cultural Studies 100, 102, 105, 109, 120, 121, 130, 152, 200, 210, 241, 255

Geography 100, 102, 105, 200, 207, 250, 258, 277

History 101, 102, 103, 110, 115, 120, 135, 146[▲], 147[▲], 148[▲], 207, 210, 211, 212, 214[▲], 223, 230, 236, 242, 245, 250, 261, 280

Humanities 210, 220, 224, 228, 230

International Studies 105, 150, 200, 201, 202, 204, 230, 234[▲], 261, 280

Philosophy 102, 112, 122, 160, 201, 240, 248, 260, 265

Political Science 101[▲], 121[▲], 122[▲], 123[▲], 125[▲], 155[▲], 160[▲], 175, 201[▲], 202[▲], 203[▲], 204, 220, 227, 230[▲]

Psychology 100[▲], 109[▲], 110[▲], 200[▲], 203[▲], 205[▲], 209[▲], 210[▲], 220[▲], 240[▲], 250[▲], 257[▲]

Sociology 101[▲], 105, 120, 121, 122, 201[▲], 220, 240, 246, 255, 256, 262, 264, 265, 270

Physics Sequence: 15-18 credits

Three quarter sequence should be taken at one institution (either completed at BCC or transferred in as a whole three quarter sequence). Exceptions must be discussed with designated science advisor (see Science Division).

Select one of the following sequences based on major requirements:

Most physical and science majors require Physics with calculus (PHYS 121-123)– See advisor.

Physics 114, 115, 116 or 121, 122, 123 (Physics with Calculus)

Chemistry with Lab: 5-6 credits

See course catalog and/or consult with science advisor.

Engineering majors: select Chemistry 161[▲] (required)

Others should select 5-6 credits of science based on major program.

Additional Mathematics: 5 credits

Third quarter of calculus or above or approved statistics course.

Mathematics 153[▲], 208, 254[▲], 238 or **Business Administration** 240

Computer Programming: 5 credits

Courses should be planned with a science advisor (strongly recommended).

Programming course should be selected based on major program.

Courses which may meet this requirement include:

Computer Science 210, 211

Programming 110, 111, 260

Electives: Sufficient credits to meet a minimum degree total of 90

Maximum 5 credits of restricted elective courses.

Courses should be planned with a science advisor (strongly recommended) based on the requirements of your major and the university to which you intend to transfer.

For a complete listing of approved electives see Associate in Arts & Sciences-Direct Transfer Degree at: www.bellevuecollege.edu/worksheets

Cultural Diversity Requirement

BCC's General Education requirements have a cultural diversity component.

For a list of courses that satisfy the requirement, go to www.bellevuecollege.edu/catalog/degrees/gened.

Science Division: (425) 564-2321 <http://scidiv.bcc.ctc.edu/>

[▲] Course number and/or title change begins Summer 2008. Courses with previous number/title are still applicable. For more information visit: www.bellevuecollege.edu/ccn and/or meet with an advisor.

Associate in Science Track II: MRP* Chemical & Bio Engineering

90-105 Applicable College Level Credits

Important Notes and Conditions

- A course can not be credited toward more than one distribution or skill area.
- The **BOLDED** numbers below are shared (cross listed) courses with other departments. These courses can count only **once** for credit [Example: AMST 160 is the same as POLS 160 and may only count as AMST **or** POLS]. Consult course catalog or meet with an advisor.
- "P" grade not allowed. Check with your intended transfer university for minimum grade requirements
- Only 100 and 200 level coursework as specified allowed.

Written Communication: 5 credits

Choose one:

English 101[▲], 201, 235[▲], 271, 272 **or** **Communication Studies** 141[▲]

Mathematics: 20 Credits

Mathematics 151[▲], 152[▲], 153[▲], 238

Humanities and Social Sciences: 15 credits

Minimum 5 credits each in the Humanities and Social Sciences area plus 5 additional credits in either area (for a total of 15 credits).
Maximum 5 credits can be a performance/skills course (indicated by *)

Humanities:

American Studies 101, 102, 103, 115[▲], 135, 150, 160, 180, 200, 260, 285, 286, 287, 288

Anthropology 208[▲]

Art 101, **103**, 105, 110*, 111*, 112*, 120*, 121*, 150*, 151*, 153*, 201, 202, 203, 205, 221*, 222*, **225**, 240*, 242*, 252*, 253*, 260*, 261*, 280*

Communication Studies 101[▲], 103[▲], 104[▲], **112[▲]**, 115[▲], 119[▲], 120[▲], 121[▲], 131[▲], 132[▲], 133[▲], 134[▲], 136[▲], 138[▲], 143[▲], 144[▲], 145[▲], 146[▲], 161[▲], 163[▲], 201[▲], 202[▲], 210[▲], 216[▲], 220[▲], 240[▲], 241[▲], 260[▲], 261[▲], 280[▲], 285[▲]

Dance 130*, 131*, 132*, 133*, 140*, 141*, **151***, **152***, 201*, 202*, 203*

Drama 101[▲], 151[▲], 152[▲], 153[▲], 161[▲], 200[▲], 206[▲], 210[▲], 212[▲], 215[▲], 224[▲], 230[▲], 251[▲], 252[▲], 253[▲], 280[▲], 281[▲]

English 111[▲], 112[▲], 113[▲], 114[▲], 115[▲], 131, 210, 215, 219, 220, 221, 223, 224[▲], 225[▲], 226, 227, 228[▲], 229[▲], 237[▲], 238[▲], 239[▲], 241, 244[▲], 245[▲], 246[▲], 247[▲], 248[▲], 249[▲], 253, 254, 255, 263, 264, 265, 266, 276, 279

Ethnic & Cultural Studies 100, 102, **120**, **121**, 152, 207, 210, 255

History 101, 102, 103, 110, 115, **120**, 135, 146[▲], 147[▲], 148[▲], 207, 210, 211, 212, 214[▲], 223, **230**, 236, 242, 245, 250, **261**, **280**

Humanities 210, 220, 224, 228, 230

Music 100[▲], 101[▲], 102[▲], 103[▲], 104[▲], 105[▲], 106[▲], 107[▲], 109[▲], 110[▲], 111[▲], 112[▲], 113[▲], 114[▲], 115[▲], 116[▲], 117[▲], 120[▲], 130[▲], 131[▲], 135[▲], 136[▲], 139[▲], 140[▲], 143[▲], 150[▲], 151[▲], 152[▲], **153[▲]**, 156[▲], 157[▲], 200[▲], 203[▲], 205[▲], 206[▲], 210[▲], 211[▲], 212[▲], 240[▲], 243[▲]

Philosophy 101[▲], 102, 103, 112, 114, 115, 122, 125, 130, **135**, 145, 160, **201**, **225**, 240, 247, **248**, **260**, 265, 267

Only one single language for a maximum of 5 credits allowed in Humanities.

Arabic 121[▲], 122[▲], 123[▲]

American Sign Language 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Chinese 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

French 121[▲], 122[▲], 123[▲], 131[▲], 132[▲], 133[▲], 221[▲], 222[▲], 223[▲], 231[▲], 232[▲], 233[▲]

German 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Italian 121[▲], 122[▲], 123[▲]

Japanese 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Spanish 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Social Sciences:

American Studies 101, 102, **103**, 115[▲], **135**, **150**, **160**, **180**, 200, **260**, 285, 286, 287, 288

Anthropology 100[▲], 105, 106[▲], **180**, 204[▲], 206[▲], 207, 208[▲], 210[▲], **234[▲]**

Business 101[▲]

Communication Studies **102[▲]**, 230[▲]

Economics 100, 201[▲], 202[▲], **260**, 270

Ethnic & Cultural Studies 100, 102, **105**, 109, **120**, **121**, 130, 152, 200, 210, **241**, 255

Geography 100, 102, **105**, 200, 207, 250, 258, 277

History 101, 102, 103, 110, 115, **120**, 135, 146[▲], 147[▲], 148[▲], 207, 210, 211, 212, 214[▲], 223, **230**, 236, 242, 245, 250, **261**, **280**

Humanities 210, 220, 224, 228, 230

International Studies **105**, 150, 200, 201, 202, **204**, 230, **234[▲]**, **261**, **280**

Philosophy 102, 112, 122, 160, **201**, 240, **248**, **260**, 265

Political Science 101[▲], 121[▲], 122[▲], 123[▲], 125[▲], 155[▲], **160[▲]**, 175, **201[▲]**, 202[▲], 203[▲], 204, 220, 227, **230[▲]**

Psychology 100[▲], 109[▲], 110[▲], 200[▲], 203[▲], 205[▲], 209[▲], 210[▲], 220[▲], **240[▲]**, 250[▲], 257[▲]

Sociology 101[▲], **105**, **120**, 121, 122, 201[▲], 220, **240**, 246, 255, 256, 262, 264, 265, 270

Physics and Chemistry Sequences: 30-36 credits

Each three quarter sequence should be taken at one institution (either completed at BCC or transferred in as a whole three quarter sequence). Exceptions must be discussed with designated engineering advisor (see Science Division).

Physics 121, 122, 123 **and** **Chemistry** 161[▲], 162[▲], 163[▲]

Additional Science: 10-12 credits

Chemistry 261[▲] **and** **Chemistry** 262[▲] **or** **Biology** 211[▲]

Computer Programming: 5 credits

Computer Science 210

Additional Engineering, Mathematics, & Science: 10-12 credits

Courses should be planned with the help of the designated Engineering advisor based on the requirements of the institution to which the student plans to transfer.

Select two courses:

Mathematics 208, 254[▲]

English 235[▲]

Engineering 204[▲], 224[▲]

Biology 211[▲], 212[▲]

Chemistry 262[▲]

Cultural Diversity Requirement

BCC's General Education requirements have a cultural diversity component. For a list of courses that satisfy the requirement, go to www.bellevuecollege.edu/catalog/degrees/gened.

Engineering Department: (425) 564-2321 <http://scidiv.bcc.ctc.edu/>

[▲] Course number and/or title change begins Summer 2008. Courses with previous number/title are still applicable. For more information visit: www.bellevuecollege.edu/ccn and/or meet with an advisor.

*MRP = Major Related Program

Associate in Science Track II: MRP* Civil, Mechanical & Other Engineering

90-106 Applicable College Level Credits

Important Notes and Conditions

- A course can not be credited toward more than one distribution or skill area.
- The **BOLDED** numbers below are shared (cross listed) courses with other departments. These courses can count only **once** for credit [Example: AMST 160 is the same as POLS 160 and may only count as AMST **or** POLS]. Consult course catalog or meet with an advisor.
- "P" grade not allowed. Check with your intended transfer university for minimum grade requirements.
- Only 100 and 200 level coursework as specified allowed.

Written Communication: 5 credits

Choose one:

English 101[▲], 201, 235[▲], 271, 272 **or** **Communication Studies** 141[▲]

Mathematics: 25 Credits

Mathematics 151[▲], 152[▲], 153[▲], 208, 238

Humanities and Social Sciences: 15 credits

Minimum 5 credits each in the Humanities and Social Sciences area plus 5 additional credits in either area (for a total of 15 credits).

Maximum 5 credits can be a performance/skills course (indicated by *)

Humanities:

American Studies 101, 102, 103, 115[▲], 135, 150, 160, 180, 200, 260, 285, 286, 287, 288

Anthropology 208[▲]

Art 101, **103**, 105, 110*, 111*, 112*, 120*, 121*, 150*, 151*, 153*, 201, 202, 203, 205, 221*, 222*, **225**, 240*, 242*, 252*, 253*, 260*, 261*, 280*

Communication Studies 101[▲], 103[▲], 104[▲], **112[▲]**, 115[▲], 119[▲], 120[▲], 121[▲], 131[▲], 132[▲], 133[▲], 134[▲], 136[▲], 138[▲], 143[▲], 144[▲], 145[▲], 146[▲], 161[▲], 163[▲], 201[▲], 202[▲], 210[▲], 216[▲], 220[▲], 240[▲], 241[▲], 260[▲], 261[▲], 280[▲], 285[▲]

Dance 130*, 131*, 132*, 133*, 140*, 141*, **151***, **152***, 201*, 202*, 203*

Drama 101[▲], 151[▲], 152[▲], 153[▲], 161[▲], 200[▲], 206[▲], 210[▲], 212[▲], 215[▲], 224[▲], 230[▲], 251[▲], 252[▲], 253[▲], 280[▲], 281[▲]

English 111[▲], 112[▲], 113[▲], 114[▲], 115[▲], 131, 210, 215, 219, 220, 221, 223, 224[▲], 225[▲], 226, 227, 228[▲], 229[▲], 237[▲], 238[▲], 239[▲], 241, 244[▲], 245[▲], 246[▲], 247[▲], 248[▲], 249[▲], 253, 254, 255, 263, 264, 265, 266, 276, 279

Ethnic & Cultural, Studies 100, 102, **120**, **121**, 152, 207, 210, 255

History 101, 102, 103, 110, 115, **120**, 135, 146[▲], 147[▲], 148[▲], 207, 210, 211, 212, 214[▲], 223, **230**, 236, 242, 245, 250, **261**, **280**

Humanities 210, 220, 224, 228, 230

Music 100[▲], 101[▲], 102[▲], 103[▲], 104[▲], 105[▲], 106[▲], 107[▲], 109[▲], 110[▲], 111[▲], 112[▲], 113[▲], 114[▲], 115[▲], 116[▲], 117[▲], 120[▲], 130[▲], 131[▲], 135[▲], 136[▲], 139[▲], 140[▲], 143[▲], 150[▲], 151[▲], 152[▲], **153[▲]**, 156[▲], 157[▲], 200[▲], 203[▲], 205[▲], 206[▲], 210[▲], 211[▲], 212[▲], 240[▲], 243[▲]

Philosophy 101[▲], 102, 103, 112, 114, 115, 122, 125, 130, **135**, 145, 160, **201**, **225**, 240, 247, **248**, **260**, 265, 267

Only one single language for a maximum of 5 credits allowed in Humanities.

Arabic 121[▲], 122[▲], 123[▲]

American Sign, Language 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Chinese 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

French 121[▲], 122[▲], 123[▲], 131[▲], 132[▲], 133[▲], 221[▲], 222[▲], 223[▲], 231[▲], 232[▲], 233[▲]

German 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Italian 121[▲], 122[▲], 123[▲]

Japanese 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Spanish 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Social Sciences:

American Studies 101, 102, **103**, 115[▲], **135**, **150**, **160**, **180**, 200, **260**, 285, 286, 287, 288

Anthropology 100[▲], 105, 106[▲], **180**, 204[▲], 206[▲], 207, 208[▲], 210[▲], **234[▲]**

Business 101[▲]

Communication Studies **102[▲]**, 230[▲]

Economics 100, 201[▲], 202[▲], **260**, 270

Ethnic & Cultural Studies 100, 102, **105**, 109, **120**, **121**, 130, 152, 200, 210, **241**, 255

Geography 100, 102, **105**, 200, 207, 250, 258, 277

History 101, 102, 103, 110, 115, **120**, 135, 146[▲], 147[▲], 148[▲], 207, 210, 211, 212, 214[▲], 223, **230**, 236, 242, 245, 250, **261**, **280**

Humanities 210, 220, 224, 228, 230

International Studies **105**, 150, 200, 201, 202, **204**, 230, **234[▲]**, **261**, **280**

Philosophy 102, 112, 122, 160, **201**, 240, **248**, **260**, 265

Political Science 101[▲], 121[▲], 122[▲], 123[▲], 125[▲], 155[▲], **160[▲]**, 175, **201[▲]**, 202[▲], 203[▲], 204, 220, 227, **230[▲]**

Psychology **100[▲]**, 109[▲], 110[▲], 200[▲], 203[▲], 205[▲], 209[▲], 210[▲], 220[▲], **240[▲]**, 250[▲], 257[▲]

Sociology 101[▲], **105**, **120**, 121, 122, 201[▲], 220, **240**, 246, 255, 256, 262, 264, 265, 270

Physics Sequence: 15-18 credits

Three quarter sequence should be taken at one institution (either completed at BCC or transferred in as a whole three quarter sequence). Exceptions must be discussed with designated engineering advisor (see Science Division).

Physics 121, 122, 123

Chemistry with Lab: 10-12 credits

Chemistry 161[▲] and 162[▲]

Engineering: 16 credits

Engineering 114[▲], 214[▲], 215[▲], 220, 225[▲]

Computer Programming: 5 credits

Computer Science 210

Additional Engineering & Math Courses: 6-10 credits

Courses should be planned with the help of the designated Engineering advisor based on the requirements of the institution to which the student plans to transfer.

Select two courses from the following list:

Engineering 111, 200, 204[▲], 224[▲]

English 235[▲]

Mathematics 254[▲]

Cultural Diversity Requirement

BCC's General Education requirements have a cultural diversity component. For a list of courses that satisfy the requirement, go to www.bellevuecollege.edu/catalog/degrees/gened.

Science Division: (425) 564-2321 <http://scidiv.bcc.ctc.edu/>

[▲] Course number and/or title change begins Summer 2008. Courses with previous number/title are still applicable. For more information visit: www.bellevuecollege.edu/ccn and/or meet with an advisor.

*MRP = Major Related Program

Associate in Science Track II: MRP* Electrical & Computer Engineering

90-108 Applicable College Level Credits

Important Notes and Conditions

- A course can not be credited toward more than one distribution or skill area.
- The **BOLDED** numbers below are shared (cross listed) courses with other departments. These courses can count only **once** for credit [Example: AMST 160 is the same as POLS 160 and may only count as AMST **or** POLS]. Consult course catalog or meet with an advisor.
- "P" grade not allowed. Check with your intended transfer university for minimum grade requirements.
- Only 100 and 200 level coursework as specified allowed.

Written Communication: 5 credits

Choose one:

English 101[▲], 201, 235[▲], 271, 272 or **Communication Studies** 141[▲]

Mathematics: 25 Credits

Math 151[▲], 152[▲], 153[▲], 208, 238

Humanities and Social Sciences: 15 credits

Minimum 5 credits each in the Humanities and Social Sciences area plus 5 additional credits in either area (for a total of 15 credits).

Maximum 5 credits can be a performance/skills course (indicated by *)

Humanities:

American Studies 101, 102, 103, 115[▲], 135, 150, 160, 180, 200, 260, 285, 286, 287, 288

Anthropology 208[▲]

Art 101, **103**, 105, 110*, 111*, 112*, 120*, 121*, 150*, 151*, 153*, 201, 202, 203, 205, 221*, 222*, **225**, 240*, 242*, 252*, 253*, 260*, 261*, 280*

Communication Studies 101[▲], 103[▲], 104[▲], **112[▲]**, 115[▲], 119[▲], 120[▲], 121[▲], 131[▲], 132[▲], 133[▲], 134[▲], 136[▲], 138[▲], 143[▲], 144[▲], 145[▲], 146[▲], 161[▲], 163[▲], 201[▲], 202[▲], 210[▲], 216[▲], 220[▲], 240[▲], 241[▲], 260[▲], 261[▲], 280[▲], 285[▲]

Dance 130*, 131*, 132*, 133*, 140*, 141*, **151***, **152***, 201*, 202*, 203*

Drama 101[▲], 151[▲], 152[▲], 153[▲], 161[▲], 200[▲], 206[▲], 210[▲], 212[▲], 215[▲], 224[▲], 230[▲], 251[▲], 252[▲], 253[▲], 280[▲], 281[▲]

English 111[▲], 112[▲], 113[▲], 114[▲], 115[▲], 131, 210, 215, 219, 220, 221, 223, 224[▲], 225[▲], 226, 227, 228[▲], 229[▲], 237[▲], 238[▲], 239[▲], 241, 244[▲], 245[▲], 246[▲], 247[▲], 248[▲], 249[▲], 253, 254, 255, 263, 264, 265, 266, 276, 279

Ethnic & Cultural, Studies 100, 102, **120**, **121**, 152, 207, 210, 255

History 101, 102, 103, 110, 115, **120**, 135, 146[▲], 147[▲], 148[▲], 207, 210, 211, 212, 214[▲], 223, **230**, 236, 242, 245, 250, **261**, **280**

Humanities 210, 220, 224, 228, 230

Music 100[▲], 101[▲], 102[▲], 103[▲], 104[▲], 105[▲], 106[▲], 107[▲], 109[▲], 110[▲], 111[▲], 112[▲], 113[▲], 114[▲], 115[▲], 116[▲], 117[▲], 120[▲], 130[▲], 131[▲], 135[▲], 136[▲], 139[▲], 140[▲], 143[▲], 150[▲], 151[▲], 152[▲], **153[▲]**, 156[▲], 157[▲], 200[▲], 203[▲], 205[▲], 206[▲], 210[▲], 211[▲], 212[▲], 240[▲], 243[▲]

Philosophy 101[▲], 102, 103, 112, 114, 115, 122, 125, 130, 135, 145, 160, **201**, **225**, 240, 247, **248**, **260**, 265, 267

Only one single language for a maximum of 5 credits allowed in Humanities.

Arabic 121[▲], 122[▲], 123[▲]

American Sign, Language 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Chinese 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

French 121[▲], 122[▲], 123[▲], 131[▲], 132[▲], 133[▲], 221[▲], 222[▲], 223[▲], 231[▲], 232[▲], 233[▲]

German 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Italian 121[▲], 122[▲], 123[▲]

Japanese 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Spanish 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Social Sciences:

American Studies 101, 102, **103**, 115[▲], **135**, **150**, **160**, **180**, 200, **260**, 285, 286, 287, 288

Anthropology 100[▲], 105, 106[▲], **180**, 204[▲], 206[▲], 207, 208[▲], 210[▲], **234[▲]**

Business 101[▲]

Communication Studies **102[▲]**, 230[▲]

Economics 100, 201[▲], 202[▲], **260**, 270

Ethnic & Cultural Studies 100, 102, **105**, 109, **120**, **121**, 130, 152, 200, 210, **241**, 255

Geography 100, 102, **105**, 200, 207, 250, 258, 277

History 101, 102, 103, 110, 115, **120**, 135, 146[▲], 147[▲], 148[▲], 207, 210, 211, 212, 214[▲], 223, **230**, 236, 242, 245, 250, **261**, **280**

Humanities 210, 220, 224, 228, 230

International Studies **105**, 150, 200, 201, 202, **204**, 230, **234[▲]**, **261**, **280**

Philosophy 102, 112, 122, 160, **201**, 240, **248**, **260**, 265

Political Science 101[▲], 121[▲], 122[▲], 123[▲], 125[▲], 155[▲], **160[▲]**, 175, **201[▲]**, 202[▲], 203[▲], 204, 220, 227, **230[▲]**

Psychology 100[▲], 109[▲], 110[▲], 200[▲], 203[▲], 205[▲], 209[▲], 210[▲], 220[▲], **240[▲]**, 250[▲], 257[▲]

Sociology 101[▲], **105**, **120**, 121, 122, 201[▲], 220, **240**, 246, 255, 256, 262, 264, 265, 270

Physics Sequence: 15-18 credits

Three quarter sequence should be taken at one institution (either completed at BCC or transferred in as a whole three quarter sequence). Exceptions must be discussed with designated engineering advisor (see Science Division).

Physics 121, 122, 123

Chemistry with Lab: 5-6 credits

Chemistry 161[▲]

Engineering Courses: 8 credits

Engineering 214[▲] and 204[▲]

Computer Programming: 10 credits

Computer Science 210 and 211

Additional Engineering, Math & Science: 12-16 credits

Courses should be planned with the help of the designated engineering advisor based on the requirements of the institution to which the student plans to transfer.

Select three courses

Engineering 111, 224[▲]

English 235[▲]

Biology 211[▲]

Math 254[▲]

Cultural Diversity Requirement

BCC's General Education requirements have a cultural diversity component.

For a list of courses that satisfy the requirement, go to www.bellevuecollege.edu/catalog/degrees/gened.

Science Division: (425) 564-2321 <http://scidiv.bcc.ctc.edu/>

[▲] Course number and/or title change begins Summer 2008. Courses with previous number/title are still applicable. For more information visit: www.bellevuecollege.edu/ccn and/or meet with an advisor.

*MRP = Major Related Program

Associate in Applied Science-T – Administration of Criminal Justice

90 Applicable College Level Quarter Credits

The Associate in Applied Science-T is not designed to transfer universally, but rather it is a dual purpose degree designed to prepare students for work and to transfer to a limited number of degree programs at some baccalaureate institutions. AAS-T degrees are technical in nature and the general education courses, though the same as general education courses included in universally transferable degrees are fewer than in the Associate of Arts and Sciences or the Direct Transfer Agreement (DTA). Programs that offer this degree option will have articulated a transfer agreement with one or more four-year institutions.

This degree transfer to the University of Phoenix only.

Important Notes and Conditions

- A course can not be credited toward more than one distribution or skill area.
- The **BOLDED** numbers below are shared (cross listed) courses with other departments. These courses can count only **once** for credit [Example: AMST 160 is the same as POLS 160 and may only count as AMST **or** POLS]. Consult course catalog or meet with an advisor.
- “P” grade not allowed in Written Communication, Quantitative, Humanities, Social Sciences, and Natural Sciences. Check with your intended transfer university for minimum grade requirements.
- Only 100 and 200 level coursework as specified allowed.

Written Communication: 10 credits

Complete both groups

Group A:

English 101[▲]

Group B: choose *one* from

English 201 **or** 235[▲]

Quantitative: 5 credits

Choose one from

Mathematics 107[▲] **or** 138[▲]

Humanities: 15 credits

Complete both Group A and Group B

Maximum 5 credits can be a performance/skills course (indicated by *)

Group A: 10 credits

Philosophy 101[▲] **and Communication Studies** 210[▲] **or** 280[▲]

Group B: 5 credits

American Studies 101, 102, 103, 115[▲], 135, 150, 160, 180, 200, 260, 285, 286, 287, 288

Anthropology 208[▲]

Art 101, 103, 105, 110*, 111*, 112*, 120*, 121*, 150*, 151*, 153*, 201, 202, 203, 205, 221*, 222*, 225, 240*, 242*, 252*, 253*, 260*, 261*, 280*

Dance 130*, 131*, 132*, 133*, 140*, 141*, 151*, 152*, 201*, 202*, 203*

Drama 101[▲], 151[▲], 152[▲], 153[▲], 161[▲], 200[▲], 206[▲], 210[▲], 212[▲], 215[▲], 224[▲], 230[▲], 251[▲], 252[▲], 253[▲], 280[▲], 281[▲]

English 111[▲], 112[▲], 113[▲], 114[▲], 115[▲], 131, 210, 215, 219, 220, 221, 223, 224[▲], 225[▲], 226, 227, 228[▲], 229[▲], 237[▲], 238[▲], 239[▲], 241, 244[▲], 245[▲], 246[▲], 247[▲], 248[▲], 249[▲], 253, 254, 255, 263, 264, 265, 266, 276, 279

Ethnic & Cultural Studies 100, 102, 120, 121, 152, 202, 210, 255

History 101, 102, 103, 110, 115, 120, 135, 146[▲], 147[▲], 148[▲], 207, 210, 211, 212, 214[▲], 223, 230, 236, 242, 245, 250, 261, 280

Humanities 210, 220, 224, 228, 230

Music 100[▲], 101[▲], 102[▲], 103[▲], 104[▲], 105[▲], 106[▲], 107[▲], 109[▲], 110[▲], 111[▲], 112[▲], 113[▲], 114[▲], 115[▲], 116[▲], 117[▲], 120[▲], 130[▲], 131[▲], 135[▲], 136[▲], 139[▲], 140[▲], 143[▲], 150[▲], 151[▲], 152[▲], 153[▲], 156[▲], 157[▲], 200[▲], 203[▲], 205[▲], 206[▲], 210[▲], 211[▲], 212[▲], 240[▲], 243[▲]

Arabic 121[▲], 122[▲], 123[▲]

American Sign Language 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Chinese 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

French 121[▲], 122[▲], 123[▲], 131[▲], 132[▲], 133[▲], 221[▲], 222[▲], 223[▲], 231[▲], 232[▲], 233[▲]

German 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Italian 121[▲], 122[▲], 123[▲]

Japanese 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Spanish 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Social Sciences: 10 credits

Complete both group A and B

Group A:

Psychology 100[▲] **or** **Sociology** 101[▲]

Group B:

Philosophy 248

Natural Sciences: 15-16 credits

Choose three different subjects.

One subject must be from Group A and one course with lab component as indicated by “L”

Group A:

Anthropology 205[▲]

Astronomy 100[▲], 101(L)[▲], 201(L)

Biology 150(L)

Chemistry 100[▲], 105(L)[▲], 121(L)[▲], 131(L)[▲], 161(L)[▲], 162(L)[▲], 163(L)[▲], 261(L)[▲], 262(L)[▲], 263(L)[▲]

Environmental Science 207(L)[▲]

Geography 106, 205, 206(L)

Geology 101(L)[▲], 103(L), 106

Oceanography 101(L)[▲], 110[▲]

Physics 100(L)[▲], 109(L), 114(L), 115(L), 116(L), 121(L), 122(L), 123(L)

Psychology 202[▲]

Group B:

Biology 100(L), 160(L)[▲], 162(L)[▲], 211(L)[▲]

Biology 130 **or** **Nutrition** 130 **or** **Home Economics** 130

Botany 110(L), 113(L)

Environmental Science 100[▲], 250(L)[▲]

Criminal Justice Core Coursework: 20 credits

Criminal Justice 101[▲], 110[▲], 206[▲], 112[▲]

Electives: 14 credits (or sufficient to meet minimum degree total of 90)

Complete additional courses to fulfill other requirements needed to enter the participating university or college. Courses in this area must be above 100 and transferable. See advisor for more information.

Choose from the following list:

ALL courses listed in the Written Communication, Quantitative, Humanities, Social Sciences, Natural Sciences and their 190-199, 280-283, 290-299 series of courses plus the following (see AAS-DTA for additional courses or see advisor):

Accounting 201[▲], 202[▲], 203[▲]

Animation 120

Art 108

Business Administration 200

Communication Studies 245[▲], 266[▲]

Computer Science 101, 110, 211, 250

Criminal Justice 106[▲], 109[▲], 207[▲]

Early Childhood Education 156

Education 114[▲], 204[▲], 205[▲]

Engineering 114[▲], 170, 204[▲], 214[▲], 215[▲], 224[▲], 225[▲]

Human Services Substance Abuse Counselor 101[▲]

Ethnic & Cultural Studies 110, 111, 112

Health 220, 222, 250, 260, 292

Humanities 205, 260

Interior Design 140

Physical Education-Theory 166-290

Physical Education-Activity 103-158 [activity is limited to 3 credits]

Cultural Diversity Requirement

BCC's General Education requirements have a cultural diversity component. For a list of courses that satisfy the requirement, go to www.bellevuecollege.edu/catalog/degrees/gened.

[▲] Course number and/or title change begins Summer 2008. Courses with previous number/title are still applicable. For more information visit: www.bellevuecollege.edu/ccn and/or meet with an advisor.

Associate in Applied Science-T - Early Childhood Education

90 Applicable College Level Quarter Credits

The Associate in Applied Science-T is not designed to transfer universally, but rather it is a dual purpose degree designed to prepare students for work and to transfer to a limited number of degree programs at some baccalaureate institutions. AAS-T degrees are technical in nature and the general education courses, though the same as general education courses included in universally transferable degrees are fewer than in the Associate of Arts and Sciences or the Direct Transfer Agreement (DTA). Programs that offer this degree option will have articulated a transfer agreement with one or more four-year institutions. **This degree transfer to Washington State University and Eastern Washington University only.**

Important Notes and Conditions

- A course can not be credited toward more than one distribution or skill area.
- The **BOLDED** numbers below are shared (cross listed) courses with other departments. These courses can count only **once** for credit [Example: AMST 160 is the same as POLS 160 and may only count as AMST **or** POLS]. Consult course catalog or meet with an advisor.
- "P" grade only allowed in the electives area. Check with your intended transfer university for minimum grade requirements.
- Only 100 and 200 level coursework as specified allowed.

Written Communication: 10 credits

English 101[▲] and 201

Quantitative (Mathematics): 5 credits

Mathematics 107[▲], **138[▲]**, **141[▲]**, 142[▲], **148[▲]**, **151[▲]**, 152[▲], 153[▲], 130, 171[▲], 172[▲], 208, 238, 254[▲] **or Business Administration** 240

Notes: Math 171[▲] and 172[▲] are designed for elementary education teachers. EWU requires mathematics 107[▲]

Humanities: 10 credits

Maximum 5 credits can be a performance/skills course (indicated by *)

Choose two different subjects:

Suggested Humanities:

Art 105, **American Sign Language** 121[▲], **Communication Studies** 101[▲]

Or choose from:

American Studies 101, 102, 103, 115[▲], **135**, **150**, **160**, **180**, 200, **260**, 285, 286, 287, 288

Anthropology 208[▲]

Art 101, **103**, 105, 110*, 111*, 112*, 120*, 121*, 150*, 151*, 153*, 201, 202, 203, 205, 221*, 222*, 225, 240*, 242*, 252*, 253*, 260*, 261*, 280*

Communication Studies 101[▲], 103[▲], 104[▲], **112[▲]**, 115[▲], 119[▲], 120[▲], 121[▲], 131[▲], 132[▲], 133[▲], 134[▲], 136[▲], 138[▲], 143[▲], 144[▲], 145[▲], 146[▲], 161[▲], 163[▲], 201[▲], 202[▲], 210[▲], 216[▲], 220[▲], 240[▲], 241[▲], 260[▲], 261[▲], 280[▲], 285[▲]

Dance 130*, 131*, 132*, 133*, 140*, 141*, **151***, **152***, 201*, 202*, 203*

Drama 101[▲], 151[▲], 152[▲], 153[▲], 161[▲], 200[▲], 206[▲], 210[▲], 212[▲], 215[▲], 224[▲], 230[▲], 251[▲], 252[▲], 253[▲], 280[▲], 281[▲]

English 111[▲], 112[▲], 113[▲], 114[▲], 115[▲], 131, 210, 215, 219, 220, 221, 223, 224[▲], 225[▲], 226, 227, 228[▲], 229[▲], 237[▲], 238[▲], 239[▲], 241, 244[▲], 245[▲], 246[▲], 247[▲], 248[▲], 249[▲], 253, 254, 255, 263, 264, 265, 266, 276, 279

Ethnic & Cultural Studies 100, 102, **120**, **121**, 152, 207, 210, 255

History 101, 102, 103, 110, 115, **120**, 135, 146[▲], 147[▲], 148[▲], 207, 210, 211, 212, 214[▲], 223, **230**, 236, 242, 245, 250, **261**, **280**

Humanities 210, 220, 224, 228, 230

Music 100[▲], 101[▲], 102[▲], 103[▲], 104[▲], 105[▲], 106[▲], 107[▲], 109[▲], 110[▲], 111[▲], 112[▲], 113[▲], 114[▲], 115[▲], 116[▲], 117[▲], 120[▲], 130[▲], 131[▲], 135[▲], 136[▲], 139[▲], 140[▲], 143[▲], 150[▲], 151[▲], 152[▲], **153[▲]**, 156[▲], 157[▲], 200[▲], 203[▲], 205[▲], 206[▲], 210[▲], 211[▲], 212[▲], 240[▲], 243[▲]

Philosophy 101[▲], 102, 103, 112, 114, 115, 122, 125, 130, 135, 145, 160, **201**, **225**, 240, 247, **248**, **260**, 265, 267

Only one single language for a maximum of 5 credits allowed in Humanities.

Arabic 121[▲], 122[▲], 123[▲]

American Sign Language 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Chinese 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

French 121[▲], 122[▲], 123[▲], 131[▲], 132[▲], 133[▲], 221[▲], 222[▲], 223[▲], 231[▲], 232[▲], 233[▲]

German 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Italian 121[▲], 122[▲], 123[▲]

Japanese 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Spanish 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Social Sciences: 10 credits

Choose two different subjects:

Suggested Social Sciences:

Anthropology 206[▲]

History 101

Psychology 100[▲]

Sociology 101[▲]

Or choose from:

American Studies 101, 102, 103, 115[▲], **135**, **150**, **160**, **180**, 200, **260**, 285, 286, 287, 288

Anthropology 100[▲], 105, 106[▲], **180**, 204[▲], 206[▲], 207, 208[▲], 210[▲], **234[▲]**

Business 101[▲]

Communication Studies 102[▲], 230[▲]

Economics 100, 201[▲], 202[▲], **260**, 270

Ethnic & Cultural Studies 100, 102, **105**, 109, **120**, **121**, 130, 152, 200, 210, **241**, 255

Geography 100, 102, **105**, 200, 207, 250, 258, 277

History 101, 102, 103, 110, 115, **120**, 135, 146[▲], 147[▲], 148[▲], 207, 210, 211, 212, 214[▲], 223, **230**, 236, 242, 245, 250, **261**, **280**

Humanities 210, 220, 224, 228, 230

International Studies 105, 150, 200, 201, 202, **204**, 230, **234[▲]**, **261**, **280**

Philosophy 102, 112, 122, 160, **201**, 240, **248**, **260**, 265

Political Science 101[▲], 121[▲], 122[▲], 123[▲], 125[▲], 155[▲], **160[▲]**, 175, **201[▲]**, 202[▲], 203[▲], 204, 220, 227, **230[▲]**

Psychology 100[▲], 109[▲], 110[▲], 200[▲], 203[▲], 205[▲], 209[▲], 210[▲], 220[▲], **240[▲]**, 250[▲], 257[▲]

Sociology 101[▲], **105**, **120**, 121, 122, 201[▲], 220, **240**, 246, 255, 256, 262, 264, 265, 270

Lab Sciences Distribution: 6 credits

Choose one:

Astronomy 101[▲], 201

Biology 100[▲], 108, 150, 160[▲], 162[▲], 211[▲], 212[▲], 213[▲], 241[▲], 242[▲], 260[▲], 275

Botany 110, 113, 120

Chemistry **105[▲]**, 121[▲], 131[▲], 161[▲], 162[▲], 163[▲], 261[▲], 262[▲], 263[▲]

Environmental Science 207[▲], 250[▲]

Geography 206

Geology 101[▲], 103, 208[▲]

Oceanography 101[▲]

Physics **100[▲]**, 109, 114, 115, 116, 121, 122, 123

Early Childhood Education Core Coursework: 48-50 credits

Complete all:

Early Childhood Education 171, 172, 181, 191, 192, 193, 201, 204

Education 150, 204[▲], 240

Choose one: 3-5 credits

Education 114 **or Psychology** 200[▲]

Electives: 1 credit or sufficient to meet minimum degree total of 90

Select in consultation with the Early Childhood Education Advisor.

Cultural Diversity Requirement

BCC's General Education requirements have a cultural diversity component. For a list of courses that satisfy the requirement, go to www.bellevuecollege.edu/catalog/degrees/gened.

Health Sciences, Education & Wellness Institute: (425) 564-2674

<http://www.bellevuecollege.edu/ecel>

▲ Course number and/or title change begins Summer 2008. Courses with previous number/title are still applicable. For more information visit: www.bellevuecollege.edu/ccn and/or meet with an advisor.

Non-Transfer Degree Planning

Non-Transfer Associate Degree Options:

Associate in Arts General Studies (AAGS) Degree

The AAGS is a degree that grants academic recognition for the completion of 90 applicable college level credits.

It is not designed for students intending to transfer to a university/college in pursuit of a baccalaureate degree. It does not fulfill the first two years of general education requirements for a bachelor degree (if pursuing a bachelor degree is your intent, see the Associate Transfer Degrees on page 27).

Associate in Occupational Life Skills (AOLS) Degree

The AOLS (The Venture Program) is for young adults with diverse learning, cognitive and intellectual disabilities.

BCC General Education requirements embedded in these degrees

BCC has developed a general education program that incorporates the essential elements of liberal learning. This General Education program is designed to address areas and specific requirements that ensure that students' learning experiences prepare them to build fulfilling and successful lives as individuals, workers, citizens, and life-long learners. The courses students take to complete the AAGS and the AOLS degree fulfill BCC General Education Requirements in Reasoning, Communication, Responsibility, Cultural traditions, Science & Environment.



90 Applicable College Level Quarter Credits

The **Associate in Arts in General Studies** is degree that grants academic recognition for the completion of 90 applicable college level credits. It is not for students intending to transfer to a university/college in pursuit of a baccalaureate degree and does not fulfill the first two years of general education requirements for a Bachelor degree. See Associate in Arts & Sciences Direct Transfer Degree for transfer purposes.

Important Notes and Conditions

- A course can not be credited toward more than one distribution or skill area.
- The **BOLDED** numbers below are shared (cross listed) courses with other departments. These courses can count only **once** for credit [Example: AMST 160 is the same as POLS 160 and may only count as AMST **or** POLS]. Consult course catalog or meet with an advisor.
- “P” grade not allowed in Communication Skills, Quantitative, Humanities, Social Sciences, and Natural Sciences.
- Only 100 and 200 level coursework as specified allowed.

Communication Skills: 5-10 credits

Choose from either group I or II

Group I: Select one from the following for 5 credits:

English 101[▲] **or** **Communication Studies** 101[▲], 141[▲], 220[▲]

Group II: Select one of the following combinations for 10 credits:

Business Technology Systems 109 **and** **English** 105

Business Technology Systems 109 **and** **English** 106

Quantitative: 5 credits

Business 145[▲] **or** any math course numbered 100 **or** above

Humanities: 5 credits

Choose from the following list:

**Performance/skills courses.*

American Studies 101, 102, 103, 115[▲], 135, 150, 160, 180, 200, 260, 285, 286, 287, 288

Anthropology 208[▲]

Art 101, 103, 105, 110*, 111*, 112*, 120*, 121*, 150*, 151*, 153*, 201, 202, 203, 205, 221*, 222*, 225, 240*, 242*, 252*, 253*, 260*, 261*, 280*

Communication Studies 101[▲], 103[▲], 104[▲], 112[▲], 115[▲], 119[▲], 120[▲], 121[▲], 131[▲], 132[▲], 133[▲], 134[▲], 136[▲], 138[▲], 143[▲], 144[▲], 145[▲], 146[▲], 161[▲], 163[▲], 201[▲], 202[▲], 210[▲], 216[▲], 220[▲], 240[▲], 241[▲], 260[▲], 261[▲], 280[▲], 285[▲]

Dance 130*, 131*, 132*, 133*, 140*, 141*, 151*, 152*, 201*, 202*, 203*

Drama 101[▲], 151[▲], 152[▲], 153[▲], 161[▲], 200[▲], 206[▲], 210[▲], 212[▲], 215[▲], 224[▲], 230[▲], 251[▲], 252[▲], 253[▲], 280[▲], 281[▲]

English 111[▲], 112[▲], 113[▲], 114[▲], 115[▲], 131, 210, 215, 219, 220, 221, 223, 224[▲], 225[▲], 226, 227, 228[▲], 229[▲], 237[▲], 238[▲], 239[▲], 241, 244[▲], 245[▲], 246[▲], 247[▲], 248[▲], 249[▲], 253, 254, 255, 263, 264, 265, 266, 276, 279

Ethnic & Cultural Studies 100, 102, 120, 121, 152, 207, 210, 255

History 101, 102, 103, 110, 115, 120, 135, 146[▲], 147[▲], 148[▲], 207, 210, 211, 212, 214[▲], 223, 230, 236, 242, 245, 250, 261, 280

Humanities 210, 220, 224, 228, 230

Music 100[▲], 101[▲], 102[▲], 103[▲], 104[▲], 105[▲], 106[▲], 107[▲], 109[▲], 110[▲], 111[▲], 112[▲], 113[▲], 114[▲], 115[▲], 116[▲], 117[▲], 120[▲], 130[▲], 131[▲], 135[▲], 136[▲], 139[▲], 140[▲], 143[▲], 150[▲], 151[▲], 152[▲], 153[▲], 156[▲], 157[▲], 200[▲], 203[▲], 205[▲], 206[▲], 210[▲], 211[▲], 212[▲], 240[▲], 243[▲]

Philosophy 101[▲], 102, 103, 112, 114, 115, 122, 125, 130, 135, 145, 160, 201, 225, 240, 247, 248, 260, 265, 267

Arabic 121[▲], 122[▲], 123[▲]

American Sign Language 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Chinese 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

French 121[▲], 122[▲], 123[▲], 131[▲], 132[▲], 133[▲], 221[▲], 222[▲], 223[▲], 231[▲], 232[▲], 233[▲]

German 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Italian 121[▲], 122[▲], 123[▲]

Japanese 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Spanish 121[▲], 122[▲], 123[▲], 221[▲], 222[▲], 223[▲]

Social Sciences: 5 credits

Choose three different subjects:

American Studies 101, 102, 103, 115[▲], 135, 150, 160, 180, 200, 260, 285, 286, 287, 288

Anthropology 100[▲], 105, 106[▲], 180, 204[▲], 206[▲], 207, 208[▲], 210[▲], 234[▲]

Business 101[▲]

Communication Studies 102[▲], 230[▲]

Economics 100, 201[▲], 202[▲], 260, 270

Ethnic & Cultural Studies 100, 102, 105, 109, 120, 121, 130, 152, 200, 210, 241, 255

Geography 100, 102, 105, 200, 207, 250, 258, 277

History 101, 102, 103, 110, 115, 120, 135, 146[▲], 147[▲], 148[▲], 207, 210, 211, 212, 214[▲], 223, 230, 236, 242, 245, 250, 261, 280

Humanities 210, 220, 224, 228, 230

International Studies 105, 150, 200, 201, 202, 204, 230, 234[▲], 261, 280

Philosophy 102, 112, 122, 160, 201, 240, 248, 260, 265

Political Science 101[▲], 121[▲], 122[▲], 123[▲], 125[▲], 155[▲], 160[▲], 175, 201[▲], 202[▲], 203[▲], 204, 220, 227, 230[▲]

Psychology 100[▲], 109[▲], 110[▲], 200[▲], 203[▲], 205[▲], 209[▲], 210[▲], 220[▲], 240[▲], 250[▲], 257[▲]

Sociology 101[▲], 105, 120, 121, 122, 201[▲], 220, 240, 246, 255, 256, 262, 264, 265, 270

Natural Sciences: 5-12 credits

Complete either Group A or Group B

(L) – Lab Science Courses

Group A (complete one course):

Anthropology 205[▲]

Astronomy 100[▲], 101(L)[▲], 201(L)

Biology 150(L), 212(L)[▲], 213(L)[▲]

Chemistry 100[▲], 105(L)[▲], 121(L)[▲], 161(L)[▲], 162(L)[▲], 163(L)[▲], 261(L)[▲], 262(L)[▲], 263(L)[▲]

Environmental Science 100[▲], 207(L)[▲], 250(L)[▲]

Geography 106, 205, 206(L)

Geology 101(L)[▲], 103(L), 106, 208(L)[▲]

Meteorology 101, 211

Oceanography 101(L)[▲], 110[▲]

Physics 100(L)[▲], 109(L), 114(L), 115(L), 116(L), 121(L), 122(L), 123(L)

Psychology 202[▲]

Group B (complete two courses):

Biology 100(L)[▲], 160(L)[▲], 162(L)[▲], 211(L)[▲], 260 (L)[▲], 275(L)

Botany 110 (L), 113 (L)

Chemistry 131(L)[▲]

Nutrition 130 (same as Biology 130 or Home Economic 130)

Electives: (sufficient to meet minimum degree total of 90)

Any course listed in the Communication and Quantitative, Humanities, Social Sciences or Natural Sciences and all courses numbered 100 or above as listed in the BCC college catalog.

Cultural Diversity Requirement

BCC's General Education requirements have a cultural diversity component. For a list of courses that satisfy the requirement, go to www.bellevuecollege.edu/catalog/degrees/gened.

For a complete course listing, go to: www.bellevuecollege.edu/catalog/courses/

[▲] Course number and/or title change begins Summer 2008. Courses with previous number/title are still applicable. For more information visit: www.bellevuecollege.edu/ccn and/or meet with an advisor.

Associate in Occupational and Life Skills: Venture

Venture: The Degree Program for Unique Learners 90 Credits

Requirements 2008-2009

Courses may be subject to prerequisites and minimum grade requirements. Check the online or printed catalog for more information.

COURSE #	COURSE TITLE	CREDITS
YEAR 1: FALL QUARTER		
VENTU 110	Learning Strategies	2
VENTU 140	Introduction to Keyboarding	2
VENTU 143	Portfolio Fundamentals	1
VENTU 150-155	PE	1
VENTU 160-165	Elective	2
WINTER QUARTER		
VENTU 100	Nutrition, Health & Fitness I	2
VENTU 111	Learning Strategies in the College Environment	2
VENTU 120	Personal Finance I	2
VENTU 150-155	PE	1
VENTU 160-165	Elective	2
SPRING QUARTER		
VENTU 101	Nutrition, Health & Fitness II	2
VENTU 105	Introduction to Communication	2
VENTU 141	Fundamentals of Computer Soft/Hardware	2
VENTU 150-155	PE	1
VENTU 160-165	Elective	2
YEAR 2: FALL QUARTER		
VENTU 102	Human Sexuality & Body Awareness	2
VENTU 112	News & the Citizen	3
VENTU 121	Personal Finance II	2
VENTU 130	Critical Thinking through Science	3
VENTU 150-155	PE	1
WINTER QUARTER		
VENTU 106	Communication in the Workplace	2
VENTU 113	Critical Thinking through Writing	2
VENTU 142	Computer Applications in the Workplace	3
VENTU 144	Office Procedures & Customer Service	2
VENTU 150-155	PE	1
SPRING QUARTER		
VENTU 114	Media Advertising	2
VENTU 122	Personal Finance III	2
VENTU 131	Environmental Awareness I	2
VENTU 170	Self-Advocacy	2

COURSE #	COURSE TITLE	CREDITS
YEAR 3: FALL QUARTER		
VENTU 104	ABLEness	2
VENTU 134	Social Change in America	3
VENTU 171	Self Advocacy in the Workplace	2
WINTER QUARTER		
VENTU 132	Environmental Awareness II	2
VENTU 135	Reasoning through History	3
VENTU 172	Problem Solvers in the Workplace	2
SPRING QUARTER		
VENTU 107	Healthy Relationships & Conflict Management	2
VENTU 133	Environmental Awareness III	2
VENTU 136	Citizenship	2
VENTU 174	Career Exploration	3
YEAR 4: WORKFORCE		
VENTU 175	Field Experience I	4
VENTU 176	Field Experience II	4
VENTU 177	Communication Skills in the Workplace	2
VENTU 179	Controversial Issues in the Workplace	2
TOTAL		90

- This is a non-transfer degree.
- For more information go to www.bellevuecollege.edu/venture.
- Use Degree Audit to track your progress toward completion of this degree at www.bellevuecollege.edu/da.
- Please refer to www.bellevuecollege.edu/programs/degrees for latest degree updates and further information.

Cultural Diversity Requirement

BCC's General Education requirements have a cultural diversity component. For a list of courses that satisfy the requirement, go to www.bellevuecollege.edu/catalog/degrees/gened.

Professional/Technical Degrees

Professional / Technical Degrees & Certificates at BCC

Accurate as of April 2008.
For the most current information, visit:
www.bellevuecollege.edu/worksheets

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 interested 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
HD	=	Human Development
HSEWI	=	Health Sciences, Education & Wellness Institute
Sci	=	Science
SocSci	=	Social Science

Category Degree/Certificate Name	A.A. Degree	Credit Certificate	Non-Credit Certificate	BCC Division	BCC Department
APPLIED ARTS					
Graphic Design			X	CE	Art - Zones
Interior Design	161			A&H	Interior Design
BUSINESS PROFESSIONS					
Accounting Assistant		46		Bus	Accounting—Paraprofessional
Accounting Information Systems		20		Bus	Accounting—Paraprofessional
Administrative Assistant		48-50		Bus	Business Technology Systems
Advanced Business Software Specialist		48		Bus	Business Technology Systems
Bookkeeping		31		Bus	Accounting—Paraprofessional
Bookkeeping Preparation		14-16		Bus	Accounting—Paraprofessional
Business Intelligence Analyst		25		Bus	Information Systems
Business Intelligence Developer		45		Bus	Information Systems
Business Software Specialist		30-31		Bus	Business Technology Systems
Database User Specialist		18-20		Bus	Business Technology Systems
Desktop Publishing for Print and Web		43		Bus	Business Technology Systems
Entrepreneurship		30		Bus	General Business Management
Financial Information Systems Specialist		20		Bus	Accounting--Paraprofessional
General Business Management	90			Bus	General Business Management
Human Resources Assistant		48		Bus	Business Technology Systems
Human Resources Management			X	C E	Business & Prof Development
Insurance Specialist		21-24		Bus	General Business Management
Marketing Communication Assistant		56-57		Bus	Business Technology Systems
Marketing Management	90			Bus	Marketing Management
Office Assistant		21-23		Bus	Business Technology Systems
Office Manager	90			Bus	Business Technology Systems
Paraprofessional Accounting	90			Bus	Accounting—Paraprofessional
Professional Financial Data Report Specialist		20		Bus	Accounting—Paraprofessional
Project Management		18-20		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
Retail Management		50		Bus	Marketing Management
Sales & Marketing		30/50		Bus	Marketing Management
COMMUNICATIONS					
Movie Making	91			A&H	Communication
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 #		24		C E	World Languages

Professional/Technical Degrees

Category Degree/Certificate Name	A.A. Degree	Credit Certificate	Non-Credit Certificate	BCC Division	BCC Department
COMPUTERS & TECHNOLOGY					
Animation and Graphics	91	48-50		Bus	Digital Media Arts
Business Intelligence Analyst		25		Bus	Information Systems
Business Intelligence Developer		45		Bus	Information Systems
Cisco Support Technician		46		Bus	Network Services & Computing Systems
Cisco Internetworking (CCNA) #		33.5-38.5		C E	Fast Track
Database Administration Specialist		45		Bus	Information Systems
Database User Specialist		18-20		Bus	Business Technology Systems
Digital Gaming	93	45		Bus	Digital Media Arts
Digital Video	91	48-50		Bus	Digital Media Arts
Digital Video Production	91	48-50		Bus	Digital Media Arts
Information Systems	91			Bus	Information Systems
Business Intelligence Track					
Database Administration Track					
Software Development Track					
Intermediate Applications Developer		30		Bus	Information Systems
Intermediate Applications Developer #		30		C E	Fast Track
Introductory C++ Programming		20		Bus	Information Systems
Introductory .NET Programming		45		Bus	Information Systems
Medical Informatics		30/45-50		Bus	Medical Information Technology
Microcomputer Support Specialist		45		Bus	Technical Support
Microsoft Certified Database Admin (MCDBA) #		33.5-40.5		C E	Fast Track
Microsoft Certified Systems Admin (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	Network Services & Computing Systems
Network Services & Computing Systems	91			Bus	Network Services & Computing Systems
Operating Systems Support Specialist		45		Bus	Information Systems
Programming for Web Development		45		Bus	Information Systems
Relational Database Analyst		30		Bus	Information Systems
Relational Database Developer		45		Bus	Information Systems
Technical Support	90- 94			Bus	Technical Support
Technical Support #		35-42		C E	Fast Track
EDUCATION					
Early Childhood Education	90	49		HSEWI	Early Learning & Teacher Education
Early Childhood Special Education	90	50		HSEWI	Early Learning & Teacher Education
Infant & Toddler Care		21		HSEWI	Early Learning & Teacher Education
HEALTH					
Alcohol & Drug Counseling		46		HSEWI	Alcohol & Drug Counseling
Breast Ultrasound		8		HSEWI	Diagnostic Ultrasound
Certified Nursing Assistant		7		HSEWI	Health Professional
Clinical Lab Assistant		19		HSEWI	Health Professions
CT Imaging		26		HSEWI	Radiation Technology
Diagnostic Ultrasound #	122			HSEWI	Diagnostic Ultrasound
Electroneurodiagnostic Technologist		41		HSEWI	Health Professions
Health Unit Coordinator		39		HSEWI	Health Professions
Magnetic Resonance Imaging		26		HSEWI	Radiation Technology
Medical Office Reception		19		HSEWI	Health Professions
Nuclear Medicine Technology #	93			HSEWI	Nuclear Medicine Technology
Nursing #	116			HSEWI	Nursing (Associate Degree)
Nursing Assistant			X	CE	Health Professional
Personal Fitness Trainer		19		HSEWI	Physical Education
Phlebotomy Technician		16		HSEWI	Health Professions
Radiation Therapy #	119			HSEWI	Radiation Therapy
Radiologic Technology #	101			HSEWI	Radiologic Technology
Vascular Interventional Program		24		HSEWI	Radiation Technology
Wilderness Skill		18		HSEWI	Physical Education
PUBLIC SAFETY					
Administration of Criminal Justice	90-91			SocSci	Admin of Criminal Justice
Fingerprint Identification			X	CE	Fast Track
Fire Investigation	90			HSEWI	Fire Science
Fire Officer	90	45		HSEWI	Fire Science
Fire Prevention Specialist	90-91			HSEWI	Fire Science
Fire Science (entry-level firefighter)	90	45		HSEWI	Fire Science

Course titles are abbreviated in these program outlines. Please see course descriptions, pages 66-155, for complete titles and content.

▲ = Course number and/or title change.
See page 24 for details.

Accounting—Paraprofessional

This program offers excellent academic options for students to enter the growing field of accounting through degree and certificate programs. The Accounting Assistant Certificate of Achievement emphasizes practical skills for those seeking early employment. The Bookkeeping Certificate of Accomplishment prepares students for employment as full-charge bookkeepers. Students may apply credits earned for certificates to the degree program. The Associate in Arts Degree provides a strong background in accounting and business skills and prepares graduates for immediate accounting positions and future supervisory roles in business and government. Students receive a well-rounded background allowing 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	Course Name	Credit Hrs.
ACCT 135	Business Payroll Tax Accounting	5
ACCT 172	Small Business Computerized Accounting..	5
ACCT 245	Accounting Information Systems	5
ACCT 250	Intermediate Accounting	5
ACCT 285	Federal Income Taxes	5
BTS 165	Spreadsheet Applications.....	5
BUS 120▲	Organizational Behavior	5
BUS 145▲	Business Mathematics.....	5
ENGL& 101▲	English Composition I.....	5
ENGL& 235▲	Technical Writing	5
<i>Choose 5 credits from the following..... 5</i>		
ACCT 101	Practical Accounting I (5 Cr)	
ACCT& 201▲	Principles of Accounting I (5 Cr)	
<i>Choose 5 credits from the following..... 5</i>		
ACCT 102	Practical Accounting II (5 Cr)	
ACCT& 202▲	Principles of Accounting II (5 Cr)	
<i>Choose 5 credits from the following..... 5</i>		
ACCT& 203▲	Principles of Accounting III (5 Cr)	
ACCT 234	Managerial Accounting (5 Cr)	
<i>Choose 5 credits from the following..... 5</i>		
BA 200	Business Law - Legal Foundations (5 Cr)	
BUS& 201▲	Business Law (5 Cr)	
<i>Choose 5 credits from the following..... 5</i>		
ACCT 240	Computerized Accounting (5 Cr)	
ACCT 260	Accounting for Non-Profit Agencies (5 Cr)	
ACCT 270	Cost Accounting (5 Cr)	
<i>Choose 10 credits from the following..... 10</i>		
BUS& 101▲	Introduction to Business (5 Cr)	
BTS 109	Business Communication (5 Cr)	

BTS 168	Database Applications (5 Cr)
BUS 241▲	Multi-Cultural Business Consulting (5 Cr)
BUS 260▲	Business Ethics (5 Cr)
BTS 265	Spreadsheet Applications: Advanced (5 Cr)
ECON 100	Introduction to Basic Economic Principles (5 Cr)
ETHN 241	Multi-Cultural Business Consulting (5 Cr)
EXPRL 191/2/3	Academic Internship Experience (V 1-5 Cr) or any 200 level business course approved by your advisor (5 Cr)

Choose 5 credits from the following..... 5

ANTH& 204▲	Archaeology (5 Cr)
GEOG 100	Introduction to Geography (5 Cr)
GEOG 207	Economic Geography (5 Cr)
HIST 115	English History: 1603 to Present (5 Cr)
HIST 120	Global History (5 Cr)
HIST 223	History of Russia & Eastern Europe: 1533 to Present (5 Cr)
HIST 250	U.S. Military History (5 Cr)

TOTAL..... 90

Certificate of Achievement

Accounting Assistant

Course	Course Name	Credit Hrs.
ACCT 135	Business Payroll Tax Accounting	5
ACCT 172	Small Business Computerized Accounting..	5
BTS 146	10-Key	1
BTS 165	Spreadsheet Applications.....	5
BUS 145▲	Business Mathematics.....	5
<i>Choose 5 credits from the following..... 5</i>		
ACCT 101	Practical Accounting I (5 Cr)	
ACCT& 201▲	Principles of Accounting I (5 Cr)	
<i>Choose 5 credits from the following..... 5</i>		
ACCT 102	Practical Accounting II (5 Cr)	
ACCT& 202▲	Principles of Accounting II (5 Cr)	
<i>Choose 5 credits from the following..... 5</i>		
BTS 109	Business Communications (5 Cr)	
ENGL& 101▲	English Composition I (5 Cr)	
<i>Choose 5 credits from the following..... 5</i>		
BUS 120▲	Organizational Behavior (5 Cr)	
BUS 221▲	Human Resource Management (5 Cr)	
<i>Choose 5 credits from the following..... 5</i>		
BTS 168	Database Applications (5 Cr)	
BTS 265	Spreadsheet Applications: Advanced (5 Cr)	
BUS& 101▲	Introduction to Business (5 Cr)	
TOTAL..... 46		



Certificate of Accomplishment

Bookkeeping

Course	Course Name	Credit Hrs.
ACCT 135	Business Payroll Tax Accounting	5
ACCT 172	Small Business Computerized Accounting..	5
BTS 146	10-Key	1
BTS 165	Spreadsheet Applications.....	5
BUS 145▲	Business Mathematics.....	5
<i>Choose 5 credits from the following..... 5</i>		
ACCT 101	Practical Accounting I (5 Cr)	
ACCT& 201▲	Principles of Accounting I (5 Cr)	
<i>Choose 5 credits from the following..... 5</i>		
ACCT 102	Practical Accounting II (5 Cr)	
ACCT& 202▲	Principles of Accounting II (5 Cr)	
TOTAL..... 31		

Certificate of Completion

Bookkeeping Preparation

Course	Course Name	Credit Hrs.
ACCT 101	Practical Accounting I.....	5
BTS 146	10-Key	1
BUS 145▲	Business Mathematics.....	5
<i>Choose 3-5 credits from the following..... 3-5</i>		
ACCT 194/5/6/7	Special Topics in Practical Accounting (1-5 Cr)	
BTS 151	Spreadsheet Applications – Formulas & Functions (1 Cr)	
BTS 152	Spreadsheet Applications – Charts & Formatting (1 Cr)	
BTS 153	Spreadsheet Applications – Data Lists & Pivot Tables (1 Cr)	
TOTAL..... 14-16		

Certificate of Accomplishment

Accounting Information Systems

Course	Course Name	Credit Hrs.
ACCT 245	Accounting Information Systems	5
<i>Choose 5 credits from the following..... 5</i>		
ACCT 101	Practical Accounting I (5 Cr)	
ACCT& 201▲	Principles of Accounting I (5 Cr)	
<i>Choose 5 credits from the following..... 5</i>		
ACCT& 203▲	Principles of Accounting III (5 Cr)	
ACCT 234	Managerial Accounting (5 Cr)	
<i>Choose 5 credits from the following..... 5</i>		
BTS 109	Business Communications (5 Cr)	
ENGL& 101▲	English Composition I (5 Cr)	
TOTAL..... 20		

Professional/Technical Degrees



Specialist in Accounting Software Systems for small, medium, and large corporations.

Certificate of Accomplishment

Financial Information Systems Specialist

Course	Course Name	Credit Hrs.
ACCT 172	Small Business Computerized Accounting ..	5
ACCT 240	Computerized Accounting.....	5
ACCT 245	Accounting Information Systems.....	5
<i>Choose 5 credits from the following..... 5</i>		
BTS 168	Database Applications (5 Cr)	
BTS 265	Spreadsheet Applications: Advanced (5 Cr)	
BTS 268	Database Applications: Advanced (5 Cr)	
TOTAL.....		20

Professional Financial Data Report Specialists assist and support decision making through data gathering and analysis.

Certificate of Accomplishment

Professional Financial Data Report Specialist

Course	Course Name	Credit Hrs.
ACCT 240	Computerized Accounting.....	5
ACCT 245	Accounting Information Systems.....	5
PROG 175	Database Reporting.....	5
<i>Choose 5 credits from the following..... 5</i>		
BTS 168	Database Applications (5 Cr)	
OR		
BTS 268	Database Applications: Advanced (5 Cr)	
DBA 130	Database Theory (5 Cr)	
PROG 140	SQL & Relational Database Programming (5 Cr)	
TOTAL.....		20

Administration of Criminal Justice

This program is designed for students planning 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 oppor-

tunities 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

Criminal Justice

Course	Course Name	Credit Hrs.
CI& 101▲	Introduction to Criminal Justice.....	5
CI 106▲	Introduction to the American Corrections System.....	5
CI& 110▲	Criminal Law.....	5
CI& 112▲	Introduction to Criminology.....	5
CI 202▲	Principles of Criminal Investigation	5
CI 248▲	Ethics in Criminal Justice	5
CMST& 210▲	Interpersonal Communication.....	5
ENGL& 101▲	English Composition I.....	5
<i>Choose 15 credits from the following..... 15</i>		
CI 102▲	Survey of Police Organization & Administration (5 Cr)	
CI 103▲	ADMCI Report Writing (5 Cr)	
CI 200▲	Criminal Evidence & Procedures - Police Officer (5 Cr)	
CI 204▲	Introduction to Constitutional Law (5 Cr)	
CI 206▲	Community-Oriented Policing (5 Cr)	
CI 242▲	Law & the Police in a Multicultural Society (5 Cr)	
<i>Choose 10 credits from the following..... 10</i>		
ANTH& 206▲	Cultural Anthropology (5 Cr)	
GEOG 100	Introduction to Geography (5 Cr)	
POLS& 202	American Government (5 Cr)	
PSYC& 100▲	General Psychology (5 Cr)	
SOC& 101▲	Introduction to Sociology (5 Cr)	
<i>Choose 5 credits from the following..... 5</i>		
BUS 145▲	Business Mathematics (5 Cr)	
MATH& 107▲	Math in Society (5 Cr)	
MATH 130	Introduction to Statistics (5 Cr)	
MATH 138▲	College Algebra for Business & Social Science (5 Cr)	
MATH& 141▲	Precalculus I (5 Cr)	
PHIL& 106▲	Introduction to Logic (5 Cr)	
<i>Choose 10-11 credits from the following..... 10-11</i>		
ASTR& 100▲	Survey of Astronomy (5 Cr)	
ASTR& 101▲	Introduction to Astronomy (6 Cr)	
BIOL 150	Marine Biology (6 Cr)	
BIOL& 160▲	General Biology I (6 Cr)	
BOTAN 110	Introduction to Plant Biology (6 Cr)	
BOTAN 113	Plant Identification & Classification (6 Cr)	
CHEM 100▲	Chemical Exploration (5 Cr)	
CHEM& 105▲	Chemical Concepts (6 Cr)	
ENVS 207▲	Field & Laboratory Environmental Science (6 Cr)	
GEOG 205	Weather, Climate, Vegetation, Soils (5 Cr)	
OCEA& 101▲	Introduction to Oceanography (6 Cr)	
<i>Choose 10 credits from the following..... 10</i>		
CI 109▲	Introduction to Juvenile Justice System (5 Cr)	
CI 253▲	Drug Use & the Law in American Society (5 Cr)	
GEOG 250	Geography of the Pacific Northwest (5 Cr)	
PSYC 250▲	Cross Cultural Psychology (5 Cr)	
TOTAL.....		90-91

Alcohol & Drug Counseling

Designed for students completing state-defined requirements to become a chemical dependency counselor, the program offers information about chemical dependency, its effects on the individual, the family, and society, and provides the additional course work needed for certification. For more information, students should contact Paul Weatherly, program director and advisor, (425) 564-2012.

Certificate of Achievement

Alcohol & Drug Counseling

Course	Course Name	Credit Hrs.
HSSA 100▲	Professional Development in Addiction Counseling.....	1
HSSA& 101▲	Introduction to Addictive Drugs.....	3
HSSA 102▲	Physiological Actions of Alcohol & Other Drugs.....	3
HSSA 105▲	Chemical Dependency & the Family.....	3
HSSA 106▲	Chemical Dependency Counseling Techniques	3
HSSA 108▲	Case Management: Chemically Dependent Client.....	3
HSSA 150▲	Relapse Prevention	2
HSSA 160▲	Cultural Diversity in Addiction Counseling.....	2
HSSA 204▲	Adolescent Addiction: Assessment & Treatment	2
HSSA 206▲	Group Process in Chemical Dependency Treatment	3
HSSA 207▲	HIV/AIDS Risk Intervention & Blood Borne Pathogens	1
HSSA 212▲	Ethics & Professionalism in Addiction Counseling.....	2
HSSA 215▲	Chemical Dependency & the Law.....	2
HSSA 220▲	Addiction Counseling Clinical Practicum.....	3
HSSA 230▲	Introduction to Family Systems: Intervention & Prevention	3

DISTRIBUTION REQUIREMENTS

PSYC& 200▲	Life Span Psychology	5
PSYC& 220▲	Abnormal Psychology.....	5

TOTAL..... 46

Animation and Graphics – Digital Media Arts

The Animation and Graphics program offers students an opportunity to develop skills and increase competencies in illustration, image manipulation, screen design and 3D animation. Industry standard software allows student the opportunity to use applications in the production of illustration, animation, web design and video.

Associate in Arts Degree

Animation & Graphics

Course	Course Name	Credit Hrs.
ANIM 120	Animation Foundations	5
ANIM 121	Imaging Foundations	5
ANIM 230	Web Animation I	5
ANTH& 100▲	Survey of Anthropology.....	5
CMST 216▲	Scripting for Film, Video, & Multimedia	5
ENGL& 101▲	English Composition I	5

GAME 110	Game Design I	5
MEDIA 245	Production Practices	3
MEDIA 248	Portfolio & Employment	3
MEDIA 250	Internship in Media	5
VIDEO 224	Motion Graphics I	5
VIDEO 225	Motion Graphics II	5

Choose 5 credits from the following..... 5

CMST 131▲	Exploring the Digital Future (5 Cr)
MEDIA 105	Digital Design & Storytelling (5 Cr)

Choose 5 credits from the following..... 5

CMST 119▲	History of Animation (5 Cr)
CMST 132▲	Techniques & Technology of Propaganda (5 Cr)
CMST 133▲	Media & Messages (5 Cr)
CMST 134▲	Multicultural Media Messages (5 Cr)
CMST 136▲	Writing for the World Wide Web (5 Cr)
CMST 138▲	Media/Digital Law & Ethics (5 Cr)

Choose 5 credits from the following..... 5

ANIM 115	Drawing for Animation I (5 Cr)
ART 120	Drawing I (5 Cr)

Choose 5 credits from the following..... 5

ANIM 116	Drawing for Animation II (5 Cr)
ART 121	Drawing II (5 Cr)
MEDIA 113	Design for Screen Media (5 Cr)

Choose 10 credits from the following..... 10

ANIM 220	Raster Images (5 Cr)
ANIM 222	Vector Images & Illustrations (5 Cr)
ANIM 240	3-D Animation I (5 Cr)
ANIM 241	3-D Animation II (5 Cr)

Electives 5

TOTAL..... 91

Certificate of Achievement

Animation and Graphics

Course	Course Name	Credit Hrs.
ANIM 115	Drawing for Animation I	5
ANIM 120	Animation Foundations	5
ANIM 121	Imaging Foundations	5
ANIM 230	Web Animation I	5
MEDIA 105	Digital Design & Storytelling.....	5
VIDEO 224	Motion Graphics I	5

Choose 15 credits from the following..... 15

ANIM 220	Raster Images (5 Cr)
ANIM 222	Vector Images & Illustrations (5 Cr)
ANIM 240	3-D Animation I (5 Cr)
ANIM 241	3-D Animation II (5 Cr)
MEDIA 113	Design for Screen Media (5 Cr)
VIDEO 225	Motion Graphics II (5 Cr)

Choose 3-5 credits from the following 3-5

MEDIA 248	Portfolio & Employment (3 Cr)
MEDIA 250	Internship in Media (5 Cr)

TOTAL..... 48-50

Business Intelligence

Intended to prepare students for entry and mid-level positions developing Business Intelligence (BI) systems, students design, create and move data to multi-dimensional online analytical processing (OLAP) databases using dimensional modeling tools. The certificate provides skills need to create predictive queries using data mining techniques.

Certificate of Achievement

Business Intelligence Developer

Course	Course Name	Credit Hrs.
BUSIT 105	Multi-Dimensional Analysis I	5
BUSIT 110	Data Warehouse I	5
BUSIT 115	Data Mining I	5
BUSIT 202	Dimensional Modeling.....	5
BUSIT 205	Multi-Dimensional Analysis II.....	5
BUSIT 209	Data Visualization	5
BUSIT 210	Data Warehouse II.....	5

Choose 5 credits from the following..... 5

BA 240	Statistical Analysis (5 Cr)
MATH 130	Introduction to Statistics (5 Cr)

Approved business elective 5

TOTAL..... 45

Designed to prepare students for entry-level positions developing data warehouses and data marts as part of an overall Business Intelligence System. The certificate provides skills needed to transform and load data into an online analytical processing (OLAP) database, and develop and implement a security plan for the OLAP database

Certificate of Accomplishment

Business Intelligence Analyst

Course	Course Name	Credit Hrs.
BUSIT 105	Multi-Dimensional Analysis I	5
BUSIT 110	Data Warehouse I	5
BUSIT 115	Data Mining I	5

Choose 5 credits from the following..... 5

BA 240	Statistical Analysis (5 Cr)
MATH 130	Introduction to Statistics (5 Cr)

Approved business elective 5

TOTAL..... 25

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

The Office Manager Associate in Arts Degree articulates with the baccalaureate degree program at Seattle Pacific University and at City University.

Associate in Arts Degree

Office Manager

Course	Course Name	Credit Hrs.
ACCT 101	Practical Accounting I.....	5
ACCT 172	Small Business Computerized Accounting..	5
BTS 109	Business Communications	5
BTS 110	Electronic Communications	5
BTS 141	Presentation Applications: Beginning.....	1
BTS 142	Presentation Applications: Intermediate.....	1
BTS 143	Presentation Applications: Advanced	1
BTS 144	Personal Information Manager	3
BTS 161	Computer & Software Fundamentals	5
BTS 163	Word Processing Applications	5
BTS 165	Spreadsheet Applications.....	5
BTS 168	Database Applications.....	5
BTS 250	Office Administration	5
BUS 120▲	Organizational Behavior	5
BUS 145▲	Business Mathematics.....	5
CMST& 102▲	Introduction to Mass Media.....	5
ENGL& 101▲	English Composition I	5

Choose 5 credits from the following..... 5

BTS 186	Beginning Desktop Publishing (5 Cr)
BTS 187	Desktop Publishing (5 Cr)

Choose 5-6 credits from the following 5-6

ASTR& 100▲	Survey of Astronomy (5 Cr)
ASTR& 101▲	Introduction to Astronomy (6 Cr)
CHEM 100▲	Chemical Exploration (6 Cr)
CHEM& 105▲	Chemical Concepts (6 Cr)
GEOG 205	Weather, Climate, Vegetation, Soils (5 Cr)
GEOG 206	Landforms & Landform Processes (6 Cr)
GEO& 101▲	Survey of Geology (6 Cr)
GEO& 208▲	Geology of the Pacific NW (6 Cr)
OCEA& 101▲	Introduction to Oceanography (6 Cr)
PSYC 202▲	Introduction to Physiological Psychology (5 Cr)

Choose 8-9 credits from the following 8-9

BTS 104	Keyboarding Review & Speed Building (3 Cr)
BTS 145	Internet Basics (1 Cr)
BTS 146	10-Key (1 Cr)
BTS 171	Operating System for Advanced Users (5 Cr)
BTS 188	Digital Images for Desktop Publishing (5 Cr)
BTS 265	Spreadsheet Applications: Advanced (5 Cr)
BTS 268	Database Applications: Advanced (5 Cr)
BTS 280	Project Management Applications (5 Cr)
BTS 293	Teaching Technology (5 Cr)
CMST 138▲	Media/Digital Law & Ethics (5 Cr)
CMST& 230▲	Small Group Communication (5 Cr)
ENGL& 235▲	Technical Writing (5 Cr)
EXPL 191	Academic Internship Experience (V 1-5 Cr)
INTST 150	International Business (5 Cr)
MKTG 110	Client/Customer Relations (5 Cr)

TOTAL..... 90

BCC ranks in the Top 10 nationwide in American Mathematical Association of Two-Year Colleges student competition (11th time in past 12 years).

Professional/Technical Degrees

Certificate of Achievement

Marketing Communication Assistant

Course	Course Name	Credit Hrs.
BTS 109	Business Communications	5
BTS 110	Electronic Communications.....	5
BTS 141	Presentation Applications: Beginning.....	1
BTS 142	Presentation Applications: Intermediate.....	1
BTS 161	Computer & Software Fundamentals	5
BTS 163	Word Processing Applications.....	5
BTS 165	Spreadsheet Applications.....	5
BUS 120▲	Organizational Behavior	5
CMST 132▲	Techniques & Technology of Propaganda.....	5
CMST 136▲	Writing for the World Wide Web.....	5
MKTG 154	Principles of Marketing.....	5

Choose 5 credits from the following..... 5

BTS 186	Beginning Desktop Publishing (5 Cr)
BTS 187	Desktop Publishing (5 Cr)

Choose 4-5 credits from the following..... 4-5

BTS 143	Presentation Applications Advanced (1 Cr)
BTS 144	Personal Information Manager (3 Cr)
BTS 188	Digital Images for Desktop Publishing (5 Cr)
BTS 250	Office Administration (5 Cr)
CS 250	Management Information Systems (5 Cr)
MKTG 234	Advertising (5 Cr)

TOTAL..... 56-57

Certificate of Achievement

Administrative Assistant

Course	Course Name	Credit Hrs.
BTS 109	Business Communications	5
BTS 141	Presentation Applications: Beginning.....	1
BTS 142	Presentation Applications: Intermediate.....	1
BTS 144	Personal Information Manager	3
BTS 161	Computer & Software Fundamentals	5
BTS 163	Word Processing Applications.....	5
BTS 165	Spreadsheet Applications.....	5
BTS 250	Office Administration.....	5
BUS 145▲	Business Mathematics.....	5

Choose 5 credits from the following..... 5

BTS 186	Beginning Desktop Publishing (5 Cr)
BTS 187	Desktop Publishing (5 Cr)

Choose 8-10 credits from the following:..... 8-10

ACCT 172	Small Business Computerized Accounting (5 Cr)
BTS 104	Keyboarding Review & Speed Building (3 Cr)
BTS 110	Electronic Communications (5 Cr)
BTS 143	Presentation Applications Advanced (1 Cr)
BTS 145	Internet Basics (1 Cr)
BTS 146	10-Key (1 Cr)
BTS 168	Database Applications (5 Cr)
BTS 171	Operating System for Advanced Users (5 Cr)
BTS 188	Digital Images for Desktop Publishing (5 Cr)
BTS 265	Spreadsheet Applications: Advanced (5 Cr)
BTS 268	Database Applications: Advanced (5 Cr)
BTS 280	Project Management Applications (5 Cr)
BTS 293	Teaching Technology (5 Cr)
BUS 120	Organizational Behavior (5 Cr)
CMST& 230▲	Small Group Communication (5 Cr)
MKTG 110	Client/Customer Relations (5 Cr)

TOTAL..... 48-50

Certificate of Achievement

Advanced Business Software Specialist

Course	Course Name	Credit Hrs.
BTS 144	Personal Information Manager	3
BTS 161	Computer & Software Fundamentals	5
BTS 163	Word Processing Applications.....	5
BTS 165	Spreadsheet Applications.....	5
BTS 168	Database Applications.....	5
BTS 171	Operating Systems for Advanced Users.....	5
BTS 265	Spreadsheet Applications: Advanced.....	5
BTS 268	Database Applications: Advanced.....	5
BTS 280	Project Management Applications.....	5

Choose 5 credits from the following..... 5

BTS 110	Electronic Communications (5 Cr)
BTS 186	Beginning Desktop Publishing (5 Cr)
CS 250	Management Information Systems (5 Cr)

TOTAL..... 48

Certificate of Achievement

Human Resources Assistant

Course	Course Name	Credit Hrs.
ACCT 101	Practical Accounting I.....	5
BTS 109	Business Communications	5
BTS 144	Personal Information Manager	3
BTS 161	Computer & Software Fundamentals	5
BTS 165	Spreadsheet Applications.....	5
BTS 168	Database Applications.....	5
BTS 280	Project Management Applications.....	5
BUS 120▲	Organizational Behavior	5
BUS 221▲	Human Resource Management.....	5
PROG 175	Database Reporting.....	5

TOTAL..... 48

This certificate places an emphasis on standards in desktop publishing for print and web production. Covers current desktop publishing software applications, principles of design, and production workflow principles. The certificate prepares students to make recommendations for desktop publishing devices and for positions such as design assistant, production assistant, marketing and communications assistant.

Certificate of Accomplishment

Desktop Publishing for Print and Web

Course	Course Name	Credit Hrs.
BTS 110	Electronic Communications.....	5
BTS 186	Beginning Desktop Publishing	5
BTS 187	Desktop Publishing.....	5
BTS 188	Digital Images for Desktop Publishing	5
BTS 189	Web Authoring Tools.....	5
MEDIA 248	Portfolio & Employment.....	3

Choose 5 credits from the following..... 5

BTS 161	Computer & Software Fundamentals (5 Cr)
IT 101	Introduction to Information Technology (5 Cr)

Choose 10 credits from the following..... 10

ANIM 115	Drawing for Animation I (5 Cr)
ANIM 222	Vector Images & Illustrations (5 Cr)
ART 110	Two-Dimensional Design (5 Cr)
ART 111	Design: Color (5 Cr)
BTS 280	Project Management Applications (5 Cr)
BUS 230▲	Project Management (5 Cr)
MKTG 154	Principles of Marketing (5 Cr)
MKTG 234	Advertising (5 Cr)

TOTAL..... 43

Certificate of Accomplishment

Business Software Specialist

Course	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 10-11 credits from the following..... 10-11

BTS 110	Electronic Communications (5 Cr)
BTS 141	Presentation Applications: Beginning (1 Cr)
BTS 142	Presentation Applications: Intermediate (1 Cr)
BTS 143	Presentation Applications: Advanced (1 Cr)
BTS 144	Personal Information Manager (3 Cr)
BTS 186	Beginning Desktop Publishing (5 Cr)
BTS 187	Desktop Publishing (5 Cr)
BTS 188	Digital Images for Desktop Publishing (5 Cr)
BTS 280	Project Management Applications (5 Cr)
BTS 293	Teaching Technology (5 Cr)
CS 250	Management Information Systems (5 Cr)

TOTAL..... 30-31

Certificate of Accomplishment

Office Assistant

Course	Course Name	Credit Hrs.
BTS 141	Presentation Applications: Beginning.....	1
BTS 142	Presentation Applications: Intermediate.....	1
BTS 143	Presentation Applications: Advanced	1
BTS 161	Computer & Software Fundamentals	5
BTS 163	Word Processing Applications	5
BTS 165	Spreadsheet Applications.....	5

Choose 3-5 credits from the following..... 3-5

BTS 104	Keyboarding Review & Speed Building (3 Cr)
BTS 109	Business Communications (5 Cr)
BTS 144	Personal Information Manager (3 Cr)

TOTAL..... 21-23

Certificate of Accomplishment

Database User Specialist

Course	Course Name	Credit Hrs.
BTS 168	Database Applications.....	5
BTS 268	Database Application: Advanced	5
DBA 130	Database Theory.....	5

Choose 3-5 credits from the following..... 3-5

BTS 144	Personal Information Manager (3 Cr)
DBA 232	Database Administration (5 Cr)
IT 103	Networking Basics(5 Cr)
PROG 110	Introduction to Programming(5 Cr)
PROG 160	Systems Analysis & Design(5 Cr)
TECH 170	Problem Solving Strategies(5 Cr)

TOTAL..... 18-20



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	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: Peripheral Vascular Scanning Tech	3
DUTEC 180	Advanced Studies: General Ultrasound (general students only) (3 Cr)	

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 Cr)	
DUTEC 210	Clinical Practicum I	15

TOTAL..... 15-18

SECOND YEAR - WINTER QUARTER

DUTEC 220	Clinical Practicum II	15
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TOTAL..... 15

SECOND YEAR - SPRING QUARTER

DUTEC 230	Clinical Practicum III	15
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TOTAL..... 15

SECOND YEAR - SUMMER QUARTER

DUTEC 240	Clinical Practicum IV	15
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TOTAL..... 15

GRAND TOTAL..... 122

This three quarter continuing education program is for certified Mammographers wishing to expand their job skills to include breast ultrasound scanning. Satisfactory completion of the program courses partially fulfills the eligibility requirements for the American Registry of Diagnostic Medical Sonography certification examination in breast ultrasound.

Certificate of Completion

Breast Ultrasound

Course	Course Name	Credit Hrs.
DUTEC 250	Ultrasound Physics for Mammographers.....	3
DUTEC 251	Breast Ultrasound for Mammographers.....	3
DUTEC 252	Ultrasound Equipment/Knobology for Mammographers	2

TOTAL..... 8

Digital Media Arts

The Digital Media Arts program is designed for students interested in studying the creation, use, and management of high-quality digital media content. Primary focus is on the application of digital tools to create videos, games, 3D animations, screen designs and digital graphics in a project-based, hands-on learning environment. Course work prepares graduates to work as freelancers or in a variety of industries as digital media creators and content managers.

See Animation and Graphics, Gaming or Video.

Early Learning and Teacher 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 find opportunities for meaningful employment as teachers or classroom assistants in early childhood and elementary/secondary education programs or in other occupations working with children. The program of study includes working 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	Course Name	Credit Hrs.
ECED 171	Introduction to Early Childhood Education ..	5
ECED 172	Learning Environments & Social Relationships	5
ECED 180	Connecting with Infants & Toddlers.....	4
ECED 181	Children's Creative Activities.....	5
ECED 191	Early Childhood Education Practicum I	5
ECED 192	Early Childhood Education Practicum II.....	5
ECED 193	Early Childhood Education Practicum III ...	3
ECED 201	Family & Community Involvement.....	3
ECED 204	Child Health & Safety.....	3
EDUC & 114▲	Child Development.....	3
EDUC 150	Language & Literacy Development	3
EDUC & 204▲	Exceptional Child.....	5
EDUC 240	Culture & Human Diversity in Education....	3
ENGL & 101▲	English Composition I	5
NUTR 130	Human Nutrition	5
PSYC & 100▲	General Psychology	5
SOC & 101▲	Introduction to Sociology	5
Choose 5 credits from the following.....		5
CMST & 101▲	Introduction to Communication (5 Cr)	
CMST & 210▲	Interpersonal Communication (5 Cr)	
CMST & 230▲	Small Group Communication (5 Cr)	

Choose 5 credits from the following..... 5

BTS 105	Beginning Keyboarding - Alphabet Keys (1 Cr)	
BTS 106	Beginning Keyboarding - Figure & Symbol Keys (1 Cr)	
BTS 107	Beginning Keyboarding - Keypad & Skillbuilding (1 Cr)	
BTS 141	Presentation Applications: Beginning (1 Cr)	
BTS 142	Presentation Applications: Intermediate (1 Cr)	
BTS 143	Presentation Applications: Advanced (1 Cr)	
BTS 145	Internet Basics (1 Cr)	
BTS 146	10-Key (1 Cr)	
BTS 151	Spreadsheet Applications - Formulas & Functions (1 Cr)	
BTS 152	Spreadsheet Applications - Charts & Formatting (1 Cr)	
BTS 153	Spreadsheet Applications - Data Lists & Pivot Tables (1 Cr)	
BTS 154	Spreadsheet Applications - Links VLookUps & Templates (1 Cr)	

Professional/Technical Degrees

BTS 155	Spreadsheet Applications - Advanced Logic Functions (1 Cr)
BTS 161	Computer & Software Fundamentals (5 Cr)
BTS 163	Word Processing Applications (5 Cr)
BTS 165	Spreadsheet Applications (5 Cr)
BTS 181	Word Processing - Editing and Formatting (1 Cr)
BTS 182	Word Processing - Tables, Columns, & Graphics (1 Cr)
BTS 183	Word Processing - Sharing Documents (1 Cr)
BTS 184	Word Processing - Managing Long Documents (1 Cr)
BTS 185	Word Processing - Forms & Macros (1 Cr)
Choose 5 credits from the following..... 5	
MATH& 107▲	Math in Society (5 Cr)
MATH 171▲	Math for Elementary Teachers I (5 Cr)
Approved Electives..... 3	
TOTAL.....	90

Certificate of Achievement

Early Childhood Education

Course	Course Name	Credit Hrs.
ECED 171	Introduction to Early Childhood Education	5
ECED 172	Learning Environments & Social Relationships.....	5
ECED 180	Connecting with Infants & Toddlers.....	4
ECED 181	Children's Creative Activities.....	5
ECED 191	Early Childhood Education Practicum I.....	5
ECED 192	Early Childhood Education Practicum II.....	5
ECED 201	Family & Community Involvement.....	3
ECED 204	Child Health & Safety.....	3
EDUC& 114▲	Child Development.....	3
EDUC 150	Language & Literacy Development.....	3
EDUC& 204▲	Exceptional Child.....	5
EDUC 240	Culture & Human Diversity in Education.....	3
TOTAL.....		49

Associate in Arts Degree

Early Childhood Special Education

Course	Course Name	Credit Hrs.
ASL& 121▲	American Sign Language I.....	5
ECED 132	Techniques for Teaching the Child with Special Needs.....	5
ECED 135	Practicum for Special Education.....	5
ECED 136	Practicum for Special Education.....	5
ECED 171	Introduction to Early Childhood Education	5
ECED 201	Family & Community Involvement.....	3
ECED 204	Child Health & Safety.....	3
EDUC 150	Language & Literacy Development.....	3
EDUC 190	Working as a Paraeducator.....	5
EDUC 240	Culture & Human Diversity in Education.....	3
EDUC& 114▲	Child Development.....	3
EDUC& 204▲	Exceptional Child.....	5
EDUC& 205▲	Introduction to Education.....	5
ENGL& 101▲	English Composition I.....	5
NUTR 130	Human Nutrition.....	5
PSYC& 100▲	General Psychology.....	5
SOC& 101▲	Introduction to Sociology.....	5

The Parent Education Program helps more than 2,000 parents each year.

Choose 5 credits from the following..... 5	
BTS 105	Beginning Keyboarding - Alphabet Keys (1 Cr)
BTS 106	Beginning Keyboarding - Figure & Symbol Keys (1 Cr)
BTS 107	Beginning Keyboarding - Keypad & Skillbuilding (1 Cr)
BTS 141	Presentation Applications: Beginning (1 Cr)
BTS 142	Presentation Applications: Intermediate (1 Cr)
BTS 143	Presentation Applications: Advanced (1 Cr)
BTS 145	Internet Basics (1 Cr)
BTS 146	10-Key (1 Cr)
BTS 151	Spreadsheet Applications - Formulas & Functions (1 Cr)
BTS 152	Spreadsheet Applications - Charts & Formatting (1 Cr)
BTS 153	Spreadsheet Applications - Data Lists & Pivot Tables (1 Cr)
BTS 154	Spreadsheet Applications - Links VLookUps & Templates (1 Cr)
BTS 155	Spreadsheet Applications - Advanced Logic Functions (1 Cr)
BTS 161	Computer & Software Fundamentals (5 Cr)
BTS 163	Word Processing Applications (5 Cr)
BTS 165	Spreadsheet Applications (5 Cr)
BTS 181	Word Processing - Editing & Formatting (1 Cr)
BTS 182	Word Processing - Tables, Columns, & Graphics (1 Cr)
BTS 183	Word Processing - Sharing Documents (1 Cr)
BTS 184	Word Processing - Managing Long Documents (1 Cr)
BTS 185	Word Processing - Forms & Macros (1 Cr)

Choose 5 credits from the following..... 5	
CMST& 101▲	Introduction to Communication (5 Cr)
CMST& 210▲	Interpersonal Communication (5 Cr)
CMST& 230▲	Small Group Communication (5 Cr)
Choose 5 credits from the following..... 5	
MATH& 107▲	Math in Society (5 Cr)
MATH 171▲	Math for Elementary Teachers I (5 Cr)
TOTAL.....	90

Certificate of Achievement

Early Childhood Special Education

Course	Course Name	Credit Hrs.
ASL& 121▲	American Sign Language I.....	5
ECED 132	Techniques for Teaching the Child with Special-Needs.....	5
ECED 135	Practicum for Special Education.....	5
ECED 136	Practicum for Special Education.....	5
ECED 171	Introduction to Early Childhood Education	5
ECED 201	Family & Community Involvement.....	3
ECED 204	Child Health & Safety.....	3
EDUC& 114▲	Child Development.....	3
EDUC 150	Language & Literacy Development.....	3
EDUC 190	Working as a Paraeducator.....	5
EDUC& 204▲	Exceptional Child.....	5
EDUC 240	Culture & Human Diversity in Education.....	3
TOTAL.....		50

Certificate of Accomplishment

Infant & Toddler Care

Course	Course Name	Credit Hrs.
ECED 171	Introduction to Early Childhood Education.....	5
ECED 180	Connecting with Infants & Toddlers.....	4
ECED 201	Family & Community Involvement.....	3
ECED 204	Child Health & Safety.....	3
EDUC& 114▲	Child Development.....	3
EDUC 240	Culture & Human Diversity in Education.....	3
TOTAL.....		21

Fast Track Technology Program

This program offers 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	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

Certificate of Accomplishment

Fast Track IT Program - Microsoft Certified Database Administrator

Course	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 Certified Systems Engineer

Course	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 Systems Administrator

Course	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	Course Name	Credit Hrs.
FT 100	Business Skills - MCSE/MCDBA.....	1.5
FT 145	Network & Operating Systems - MCSE	11
FT 250	Special Topics - Fast Track.....	1-6
NSCOM 201	Cisco Networking I.....	5
NSCOM 202	Cisco Networking II	5
NSCOM 203	Cisco Networking III	5
NSCOM 204	Cisco Networking IV	5
TOTAL.....		33.5-38.5

Certificate of Accomplishment

Intermediate Applications Developer

Course	Course Name	Credit Hrs.
PROG 118	Windows Development II	5
PROG 120	Object Oriented Programming Concepts....	5
PROG 140	SQL & Relational Database Programming...	5
PROG 210	Enterprise Software Development II.....	5
PROG 260	Advanced Topics in Object Oriented Programming	5
PROG 294/5/6/7	Special Topics in Programming	5
TOTAL.....		30

Fire Service Programs

General Overview

The fire service degrees provide occupational specialty and general education courses.

Although most core courses are designed for fire service personnel, certain courses are appropriate for those individuals working in the private sector within the disciplines of fire protection and prevention.

All program curricula were developed through the efforts of the program advisory board, and utilization of national guidelines for higher education in the fire service.

Courses and degrees are continuously updated to meet NFPA Guidelines. Prior to admission, potential students must contact the program advisor. Please phone (425) 564-2012 or go to www.bellevuecollege.edu/fire and click on Fully Involved for advising session dates and times.

Fire Investigation

This degree program is open to those working in the fire service. This degree is especially helpful for those either working in the field of fire investigation or are seeking a transfer into fire investigation. All courses follow NFPA 921 and 1033 guidelines.

Fire Officer

This degree program is open to those who are either employed in the fire service or have been a volunteer in a fire department for at least one year. The degree is designed for those individuals seeking a promotion in the fire service. The curriculum follows the IAFC Professional Development recommendations in higher education for a Supervising Fire Officer.

Fire Science

The Fire Science Degree program is designed for those either seeking a career in the fire service or are newly hired. This degree gives the student solid background in fire science core curriculum and general education. If a student is not employed in the fire service, they are required to attend one group advising session. These sessions are held twice a month at the main campus.

The Fire Science Certificate is designed for those already working in the fire service and are looking to enhance their level of knowledge in the fire sciences. This certificate will assist in fulfilling JATC requirements for fire science core courses.

Fire Prevention Specialist

This degree program is open to those who are already employed in the fire service and/or are employed in the private sector within the discipline of fire prevention. This degree covers areas such as code inspection, enforcement, plan review, permit management, and fire safety education.

Associate in Arts Degree

Fire Investigation

Course	Course Name	Credit Hrs.
BTS 161	Computer & Software Fundamentals	5
CJ 200▲	Criminal Evidence & Procedures - Police Officer	5
CJ 204▲	Introduction to Constitutional Law	5
ENGL& 101▲	English Composition I	5
ENGL& 235▲	Technical Writing	5
FS 101	Fire Behavior & Combustion.....	2
FS 120	Fire Investigation	3
FS 130	Investigative Interview Techniques.....	2
FS 137	Fire Protection.....	3
FS 150	Intermediate Fire Scene Investigation.....	3
FS 152	Building Construction	3
FS 190	Fire Inspection & Codes	4
FS 240	Crime Scene & Physical Evidence	4
FS 260	Arson for Profit.....	4
PSYC& 100▲	General Psychology	5
SOC& 101▲	Introduction to Sociology	5
<i>Choose 5-6 credits from the following</i>		<i>5-6</i>
CHEM 100▲	Chemical Explorations (5 Cr)	
CHEM& 105▲	Chemical Concepts (6 Cr)	
CHEM& 121▲	Introduction to Chemistry (6 Cr)	
<i>Choose 5 credits from the following.....</i>		<i>5</i>
MATH 138▲	College Algebra for Business and Social Science (5 Cr)	
MATH& 141▲	Precalculus I (5 Cr)	
<i>Choose 5 credits from the following.....</i>		<i>5</i>
CMST& 101▲	Introduction to Communication (5 CR)	
CMST& 220▲	Public Speaking (5 CR)	
Electives		11-12
TOTAL.....		90

Associate in Arts Degree

Fire Officer

CORE CURRICULUM

Course	Course Name	Credit Hrs.
BTS 161	Computer & Software Fundamentals	5
ENGL& 101▲	English Composition I	5
ENGL& 235▲	Technical Writing	5
FS 120	Fire Investigation	3
FS 131	Fire Service Instructor	3
FS 137	Fire Protection.....	3
FS 140	Fire Service Safety	2
FS 152	Building Construction	3
FS 190	Fire Inspection & Codes	4
FS 210	Incident Management Multi-Company Operations	3
FS 215	Hazardous Materials Incident Management3	
HLTH 250	Wellness.....	5
PSYC& 100▲	General Psychology	5
SOC& 101▲	Introduction to Sociology	5
<i>Choose 6 credits from the following.....</i>		<i>6</i>
BIOL& 100▲	Survey of Biology (6 Cr)	
BIOL& 160▲	General Biology I (6 Cr)	
<i>Choose 5-6 credits from the following</i>		<i>5-6</i>
CHEM 100▲	Chemical Exploration (5 Cr)	
CHEM& 105▲	Chemical Concepts (6 Cr)	
CHEM& 121▲	Introduction to Chemistry (6 Cr)	
<i>Choose 5 credits from the following.....</i>		<i>3-5</i>
BUS 221▲	Human Resource Management (5 Cr)	
FS 232	Human Resource Management (3 Cr)	

Professional/Technical Degrees

Choose 3-5 credits from the following3-5

- BUS 120▲ Organizational Behavior (5 Cr)
FS 233 Fire Service Administration (3 Cr)

Choose 5 credits from the following 5

- MATH 138▲ College Algebra for Business
& Social Science (5 Cr)

- MATH& 141▲ Precalculus I (5 Cr)

Choose 5 credits from the following 5

- CMST& 101▲ Introduction to Communication (5 Cr)
CMST& 210▲ Interpersonal Communication (5 Cr)
CMST& 220▲ Public Speaking (5 Cr)

Electives to bring the TOTAL credits to 90.....4-9

TOTAL..... 90

Certificate of Achievement

Fire Officer

Course	Course Name	Credit Hrs.
ENGL& 101▲	English Composition I.....	5
FS 120	Fire Investigation	3
FS 137	Fire Protection.....	3
FS 152	Building Construction	3
FS 190	Fire Inspection & Codes	4
FS 210	Incident Management Multi-Company Operations.....	3
FS 215	Hazardous Materials Incident Management..	3
PSYC& 100▲	General Psychology	5
Choose 5-6 credits from the following		5-6
CHEM 100▲	Chemical Exploration (5 Cr)	
CHEM& 105▲	Chemical Concepts (6 Cr)	
CHEM& 121▲	Introduction to Chemistry (6 Cr)	
Choose 5 credits from the following.....		5
MATH 138▲	College Algebra for Business & Social Science (5 Cr)	
MATH& 141▲	Precalculus I (5 Cr)	
Suggested Electives		5-6
TOTAL.....		45



Associate in Arts Degree

Fire Prevention Specialist

CORE CURRICULUM

Course	Course Name	Credit Hrs.
FS 102	Introduction to Fire Prevention Practices....	3
FS 120	Fire Investigation	3
FS 131	Fire Service Instructor	3
FS 137	Fire Protection.....	3
FS 152	Building Construction	3
FS 190	Fire Inspection & Codes	4
FS 200	Plan Review for Fire Prevention.....	4
FS 237	Fire Protection Systems II	3
FS 290	Advanced Codes & Inspection.....	3
FS 291	Hazardous Materials Inspection	3
HLTH 292	First Aid & CPR/Responding to Emergencies	4
MKTG 110	Client/Customer Relations	5

TOTAL..... 41

DISTRIBUTION REQUIREMENTS

Math and Science

- BTS 161 Computer & Software Fundamentals 5

Choose 5-6 credits from the following 5-6

- CHEM 100▲ Chemical Exploration (5 Cr)
CHEM& 105▲ Chemical Concepts (6 Cr)
CHEM& 121▲ Introduction to Chemistry (6 Cr)

Choose 5 credits from the following 5

- MATH 138▲ College Algebra for Business
& Social Science (5 Cr)
MATH& 141▲ Precalculus I (5 Cr)

Communications

- ENGL& 101▲ English Composition I..... 5
ENGL& 235▲ Technical Writing

Choose 5 credits from the following..... 5

- CMST& 101▲ Introduction to Communication (5 Cr)
CMST& 220▲ Public Speaking (5 Cr)

Social Science

- PSYC& 100▲ General Psychology 5
SOC& 101▲ Introduction to Sociology

TOTAL..... 40-41

Suggested elective courses

Choose 9 credits from the following..... 9

- ART 150 Basic Photo I (5 Cr)
CI& 110▲ Criminal Law (5 Cr)
FS 130 Investigative Interview Techniques (2 Cr)
FS 250 Juvenile Fire Setter (2 Cr)

TOTAL..... 9

GRAND TOTAL..... 90-91

Associate in Arts Degree

Fire Science

CORE CURRICULUM

Course	Course Name	Credit Hrs.
Fire Academy Requirements:		
FS 100	Introduction 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 Operation5
FS 119	Live Fire Control.....	2.5

At Bellevue Community College:

FS 105	Fire Service Hydraulics	3
FS 110	Fundamentals of Emergency Services	3
FS 120	Fire Investigation	3
FS 152	Building Construction	3
FS 160	Fire Tactics & Strategies	3
FS 190	Fire Inspection & Codes	4
HLTH 292	First Aid & CPR/Responding to Emergencies ..	4

TOTAL..... 44.5

DISTRIBUTION REQUIREMENTS

Choose 5 credits from the following..... 5-6

- CHEM 100▲ Chemical Exploration (5 Cr)
CHEM& 105▲ Chemical Concepts (6 Cr)
CHEM& 121▲ Introduction to Chemistry (6 Cr)
BTS 161 Computer & Software Fundamentals 5
ENGL& 101▲ English Composition I..... 5
ENGL& 235▲ Technical Writing

Choose 5 credits from the following..... 5

- MATH 138▲ College Algebra for Business
& Social Science (5 Cr)
MATH& 141▲ Precalculus I (5 Cr)

- PSYC& 100▲ General Psychology 5
SOC& 101▲ Introduction to Sociology

Choose 5 credits from the following..... 5

- CMST& 101▲ Introduction to Communications (5 Cr)
CMST& 220▲ Public Speaking (5 Cr)

Electives 4.5-5.5

TOTAL..... 45-47

GRAND TOTAL..... 90.5

Certificate of Achievement

Fire Science

Course	Course Name	Credit Hrs.
ENGL& 101▲	English Composition I.....	5
FS 120	Fire Investigation	3
FS 137	Fire Protection	3
FS 152	Building Construction	3
FS 160	Fire Tactics & Strategies	3
FS 190	Fire Inspection & Codes	4
Choose 5-6 credits from the following		5-6
CHEM 100▲	Chemical Exploration (5 Cr)	
CHEM& 105▲	Chemical Concepts (6 Cr)	
Choose 5 credits from the following.....		5
MATH 138▲	College Algebra for Business & Social Science (5 Cr)	
MATH& 141	▲Precalculus I (5 Cr)	
Choose 5 credits from the following.....		5
CMST& 101▲	Introduction to Communication (5 Cr)	
CMST& 220▲	Public Speaking (5 Cr)	
Electives		8-9
TOTAL.....		45

Gaming – Digital Media Arts

Digital Gaming prepares students to develop games of their own design and to work in environments in which games are developed and produced. Emphasis is on gaming theory, level design, game design and graphics development. Students work in a project-based learning environment with teamwork, planning and testing playing an integral role in the design and implementation of gaming software.



Associate in Arts Degree

Digital Gaming

Course	Course Name	Credit Hrs.
<i>Choose 5 credits from the following..... 5</i>		
CMST 119▲	History of Animation (5 Cr)	
CMST 138▲	Media/Digital Law & Ethics (5 Cr)	
ANIM 115	Drawing for Animation I	5
ANIM 120	Animation Foundations	5
ANIM 240	3-D Animation I	5
CMST 134▲	Multicultural Media Messages.....	5
ENGL& 101▲	English Composition I	5
GAME 105	Game Theory.....	5
GAME 110	Game Design I.....	5
GAME 111	Game Design II.....	5
GAME 112	Game Design III	5
GAME 210	Gaming Graphics.....	5
GAME 294/5/6/7	Special Topics in Gaming.....	5
MEDIA 105	Digital Design & Storytelling.....	5
MEDIA 248	Portfolio & Employment.....	3
MEDIA 250	Internship in Media	5
WEBMM 111	Web Development Foundations.....	5
Electives		15
TOTAL.....		93

Certificate of Achievement

Digital Gaming

Course	Course Name	Credit Hrs.
ANIM 120	Animation Foundations	5
GAME 105	Gaming Theory	5
GAME 110	Game Design I.....	5
GAME 111	Game Design II.....	5
GAME 112	Game Design III	5
GAME 210	Gaming Graphics	5
GAME 294/5/6/7	Special Topics in Gaming.....	5
MEDIA 105	Digital Design & Storytelling	5
WEBMM 111	Web Development Foundations.....	5
TOTAL.....		45

General Business Management

This program is designed to help students change careers, enhance existing skills, or obtain a strong, broad-based knowledge of manufacturing, retail, and service 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	Course Name	Credit Hrs.
ENGL& 101▲	English Composition I	5
Science lab elective		6
<i>Choose 5 credits from the following..... 5</i>		
ACCT 101	Practical Accounting I (5 Cr)	
ACCT& 201▲	Principles of Accounting I (5 Cr)	
ACCT 234	Managerial Accounting	5
BTS 165	Spreadsheet Applications.....	5
BUS& 101▲	Introduction to Business	5
BUS 120▲	Organizational Behavior	5
BUS 145▲	Business Mathematics.....	5
BUS 210▲	Investments.....	5
BUS 221▲	Human Resource Management.....	5
BUS 230▲	Project Management	5
INTST 150	International Business	5
MKTG 154	Principles of Marketing	5
<i>Choose 5 credits from the following..... 5</i>		
BA 200	Business Law - Legal Foundations (5 Cr)	
BUS& 201▲	Business Law (5 Cr)	
<i>Choose 5 credits from the following..... 5</i>		
BUS 230▲	Project Management.....	5
BUS 245▲	Property & Liability Insurance Principles5	
<i>Choose 5 credits from the following..... 5</i>		
BUS 241▲	Multi-Cultural Business Consulting (5 Cr)	
ETHN 241	Multi-cultural Business Consulting (5 Cr)	
EXPLR 191	Academic Internship Experience (V1-5)	

**Choose 14 credits from one of the following sets 14*
Electives (14)

OR

BUS 141▲	Introduction to Insurance (2 Cr)
BUS 246▲	Personal Insurance (5 Cr)
BUS 247▲	Commercial Insurance (5 Cr)
BUS 248▲	Insurance Code & Ethics (2 Cr)

TOTAL..... 90

***Please Note:** elective credits can be any course offered by the business division or courses offered within the Insurance, Entrepreneurship, or Project Management certificates.

Certificate of Accomplishment

Entrepreneurship

Course	Course Name	Credit Hrs.
ACCT 101	Practical Accounting I.....	5
BTS 161	Computer & Software Fundamentals	5
BUS 221▲	Human Resource Management.....	5
BUS 250▲	Entrepreneurship.....	5
MKTG 110	Client/Customer Relations	5
MKTG 154	Principles of Marketing	5

TOTAL..... 30

With a focus on property and casualty insurance, program prepares students for a variety of insurance related fields. As a part of General Business Management, this certificate provides a well-rounded background in both business and insurance practices. Also prepares student to take the industry General Insurance Exams required for continued employment in Insurance.

Certificate of Accomplishment

Insurance Specialist

Course	Course Name	Credit Hrs.
BUS 141▲	Introduction to Insurance	2
BUS 245▲	Property & Liability Insurance Principles....	5
BUS 246▲	Personal Insurance	5
BUS 247▲	Commercial Insurance	5
BUS 248▲	Insurance Code & Ethics	2
EXPLR 191	Academic Internship Experience	V2-5*

TOTAL..... 21-24

***Please Note:** students must complete a minimum of 2 credits in EXPLR 191

Certificate of Accomplishment

Project Management

Course	Course Name	Credit Hrs.
BTS 280	Project Management Applications.....	5
BUS 120▲	Organizational Behavior	5
BUS 230▲	Project Management	5

Choose 3-5 credits from the following..... 3-5

ACCT 234	Managerial Accounting (5 Cr)
BUS 299▲	Individual Studies in General Business (V3-5 Cr)
MKTG 299	Individual Studies in Marketing (V3-5 Cr)

TOTAL..... 18-20

Health Professions

Electroneurodiagnostic technology is the scientific field focused on the recording and studying the electrical activity of the brain and nervous system. Electroneurodiagnostic Technologists (ENDT) use medical equipment such as an EEG machine to record the electrical impulses transmitted by the brain and nervous system. ENDT work one-on-one with patients in a health care setting and are skilled in communicating with patients, family and other health care personnel; taking and abstracting histories; applying adequate recording electrodes and using EEG and EP techniques; documenting the clinical condition of patients; and understanding and trouble shooting their equipment.

Professional/Technical Degrees

Certificate of Accomplishment

Electroneurodiagnostic Technologist

Course	Course Name	Credit Hrs.
ENDT 150	Biomedical Electronics I.....	4
ENDT 151	Introduction to EEG.....	4
ENDT 152	Basic Electroneurodiagnostic Skills	4
ENDT 153	Applied Neurophysiology.....	5
ENDT 154	Intermediate EEG	4
ENDT 155	Intermediate EEG Skills I.....	2
ENDT 156	Intermediate EEG Skills II	2
ENDT 157	Intermediate EEG Skills III	2
ENDT 158	Applied Evoked Potentials.....	4
ENDT 159	Advanced EEG	4
ENDT 160	Advanced EEG Skills I.....	2
ENDT 161	Advanced EEG Skills II.....	2
ENDT 162	Advanced EEG Skills III	2
TOTAL.....		41

Medical Office Receptionist prepares students to work in entry level medical office reception positions. Students gain a basic understanding of health care delivery systems and professions, medical terminology, human relations skills, and computer software fundamentals.

Certificate of Completion

Medical Office Reception

Course	Course Name	Credit Hrs.
BTS 144	Personal Information Manager	3
BTS 161	Computer & Software Fundamentals	5
HPRO 100	Introduction to Health Care.....	2
HPRO 105	Training for Health Care Workers	2
HPRO 120	Medical Terminology	3
HPRO 130	Human Relations in Health Care Settings ...	4
TOTAL.....		19

Clinical Lab Assistant program prepares students for entry-level positions in laboratory settings. Students learn basic responsibilities and skills associated with clinical laboratory work.

Certificate of Completion

Clinical Lab Assistant

Course	Course Name	Credit Hrs.
HPRO 105	Training for Health Care Workers	2
<i>Choose 3 credits from the following.....</i>		
HPRO 120	Medical Terminology (3 Cr)	3
HPRO 125	Introduction to Human Systems (3 Cr)	
HPRO 130	Human Relations In Health Care Settings ...	4
HPRO 146	Clinical Lab Assistant I	5
HPRO 147	Clinical Lab Assistant II.....	5
TOTAL.....		19

BCC's Library Media Center can be accessed 24/7 on and off campus at www.bellevuecollege.edu/lmc.

This program provides theory and practice to prepare for a position as a certified phlebotomy technician.

Certificate of Completion

Phlebotomy Technician

Course	Course Name	Credit Hrs.
HPRO 105	Training for Health Care Workers	2
HPRO 120	Medical Terminology	3
HPRO 125	Introduction to Human Systems	3
HPRO 141	Phlebotomy Technician I	8
TOTAL.....		16

The Certified Nursing Assistant program prepares students for the Washington State Nursing Assistant Certification Examination. Program includes on campus classroom and laboratory instruction as well as supervised clinical practice in local hospital or long term care facilities.

Certificate of Completion

Certified Nursing Assistant

Course	Course Name	Credit Hrs.
HPRO 116	Nursing Assistant Foundations.....	4
HPRO 117	Basic Technical Skills	1
HPRO 118	Nursing Assistant Clinical Practicum.....	2
TOTAL.....		7

Information Systems

The Information Systems degree prepares graduates as an entry-level developer/analyst. Students are provided general education courses along with specialties in technology concentrations such as software development, database administration or business intelligence.

Please Note: Course content in this program is subject to change based upon industry demand and/or innovations in technology.

Associate in Arts Degree

Information Systems

Course	Course Name	Credit Hrs.
CORE CURRICULUM		
<i>Choose 5 credits from the following.....</i>		
AMST 180	Anthropology of American Life (5 Cr)	5
ANTH 180	Anthropology of American Life (5 Cr)	
ENGL& 101▲	English Composition I.....	5
IT 103	Networking Basics.....	5
PHYS 109	Science for Information Technology.....	6
PROG 110	Introduction to Programming	5
<i>Choose 5 credits from the following.....</i>		
ENGL 201	The Research Paper (5 Cr)	
ENGL& 235▲	Technical Writing (5 Cr)	
<i>Choose 5 credits from the following.....</i>		
CMST& 230▲	Small Group Communication (5 Cr)	5
MKTG 110	Client/Customer Relations (5 Cr)	
TOTAL.....		36

Choose one track from the following:

Business Intelligence Track

Course	Course Name	Credit Hrs.
BTS 168	Database Applications.....	5
BUSIT 105	Multi-Dimensional Analysis I.....	5
BUSIT 110	Data Warehouse I	5
BUSIT 115	Data Mining I	5
BUSIT 202	Dimensional Modeling.....	5
BUSIT 205	Multi-Dimensional Analysis II.....	5
BUSIT 209	Data Visualization	5
BUSIT 210	Data Warehouse II.....	5

Choose 5 credits from the following.....
 BA 240 Statistical Analysis (5 Cr)
 MATH 130 Introduction to Statistics (5 Cr)

Approved Electives..... 10

TOTAL..... 55

Database Administration Track

Course	Course Name	Credit Hrs.
BTS 168	Database Applications.....	5
BUSIT 105	Multi-Dimensional Analysis I.....	5
DBA 130	Database Theory.....	5
DBA 232	Database Administration	5
PROG 118	Windows Development II	5
PROG 140	SQL & Relational Database Programming... 5	
PROG 160	Systems Analysis & Design.....	5
NSCOM 221	Implementing Server Operating Systems.... 5	
TECH 223	Using & Supporting Linux.....	5

Approved Electives..... 10

TOTAL..... 55

Software Development Track

Course	Course Name	Credit Hrs.
BTS 168	Database Applications.....	5
DBA 130	Database Theory.....	5
PROG 109	Introduction to Web Development	5

Choose 5 credits from the following.....
 PROG 117 Web Development II (5 Cr)
 PROG 118 Windows Development II (5 Cr)

PROG 120 Object Oriented Programming Concepts.... 5
 PROG 140 SQL & Relational Database Programming... 5
 PROG 160 Systems Analysis & Design..... 5
 PROG 210 Enterprise Software Development II..... 5
 PROG 225 Enterprise Software Development Project .. 5

Approved Electives..... 10

TOTAL..... 55

GRAND TOTAL..... 91

Certificate of Achievement

Database Administration Specialist

Course	Course Name	Credit Hrs.
BTS 168	Database Applications.....	5
BUS& 101▲	Introduction to Business	5
CMST& 230▲	Small Group Communication.....	5
DBA 130	Database Theory.....	5
DBA 232	Database Administration	5
ENGL& 235▲	Technical Writing	5
IT 103	Networking Basics.....	5
NSCOM 221	Implementing Server Operating Systems.... 5	
PROG 160	Systems Analysis & Design.....	5

TOTAL..... 45

This programming certificate introduces students to the concepts of object-oriented programming along with using the class libraries and data structures of the C++ programming language.

Certificate of Achievement

Introductory .NET Programming

Course	Course Name	Credit Hrs.
CMST& 230▲	Small Group Communication.....	5
DBA 130	Database Theory	5
ENGL& 235▲	Technical Writing	5
IT 103	Networking Basics.....	5
PROG 120	Object Oriented Programming Concepts....	5
PROG 140	SQL & Relational Database Programming	5
PROG 160	Systems Analysis & Design.....	5
Choose 10 credits from one of the following sets... 10		
PROG 109	Introduction to Web Development (5 Cr)	
PROG 117	Web Development II (5 Cr)	
OR		
PROG 110	Introduction to Programming (5 Cr)	
PROG 118	Windows Development II (5 Cr)	
TOTAL.....		45

Web Development prepares graduates for entry-level positions developing web sites and web based applications. Students use industry standard software to gain experience with Web programming and rich internet applications.

Certificate of Achievement

Programming for Web Development

Course	Course Name	Credit Hrs.
ANIM 121	Imaging Foundations	5
BTS 189	Web Authoring Tools.....	5
PROG 109	Introduction to Web Development	5
PROG 110	Introduction to Programming	5
PROG 117	Web Development II	5
PROG 120	Object Oriented Programming Concepts....	5
PROG 140	SQL & Relational Database Programming....	5
WEBMM 222	Web Multimedia Development I	5
WEBMM 225	Web multimedia Development II	5
TOTAL.....		45

Certificate of Accomplishment

Intermediate Applications Developer

Course	Course Name	Credit Hrs.
PROG 118	Windows Development II	5
PROG 120	Object Oriented Programming Concepts....	5
PROG 140	SQL & Relational Database Programming	5
PROG 210	Enterprise Software Development II.....	5
PROG 260	Advanced Topics in Object Oriented Programming	5
PROG 294/5/6/7	Special Topics in Programming.....	5
TOTAL.....		30



Certificate of Accomplishment

Introductory C++ Programming

Course	Course Name	Credit Hrs.
BTS 168	Database Applications.....	5
ENGL& 235▲	Technical Writing	5
PROG 111	Introduction to C++ Programming.....	5
PROG 113	Intermediate C++ Programming	5
TOTAL.....		20

The Relational Database Developer certificate is designed to prepare students for entry level positions working with Programmers and Database Analysts to maintain programs or create reports for data analysis. Completion of this certificate prepares students to work with relational databases and create ad hoc reports for decision makers.

Certificate of Achievement

Relational Database Developer

Course	Course Name	Credit Hrs.
BTS 165	Spreadsheet Applications.....	5
BTS 168	Database Applications.....	5
CMST& 230▲	Small Group Communication.....	5
DBA 130	Database Theory	5
PROG 110	Introduction to Programming	5
PROG 118	Windows Development II	5
PROG 140	SQL & Relational Database Programming....	5
PROG 160	Systems Analysis & Design.....	5
PROG 175	Database Reporting	5
TOTAL.....		45

The Relational Database Analyst certificate is designed to prepare students for entry level positions at the departmental level. Completion of this certificate prepares students to create relational databases, develop data input forms, and retrieve and display data for department personnel.

Certificate of Accomplishment

Relational Database Analyst

Course	Course Name	Credit Hrs.
BTS 165	Spreadsheet Applications.....	5
BTS 168	Database Applications.....	5
DBA 130	Database Theory	5
PROG 110	Introduction to Programming	5
PROG 160	Systems Analysis & Design.....	5
PROG 175	Database Reporting	5
TOTAL.....		30

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. Students are encouraged 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.

Note: Students must earn a C- or better in Interior Design core courses. A department advisor may review and approve transfer credits from other institutions to satisfy degree requirements.

Associate in Arts Degree

Interior Design

Course	Course Name	Credit Hrs.
ART 101	Modern Architecture & Design	5
ART 108	Introduction 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
INDES 140	Introduction to Interior Design	5
INDES 142	Textiles, Interior Materials & Sources	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	Introduction to Computer-Aided Design ...	5
INDES 165	Visual Presentations	5
INDES 170	Interior Design I-Methods	5
INDES 180	Professional Practices I	5
INDES 181	Professional Practices II	3
INDES 185	Practicum in Interior Design I (150 hours) .	3
INDES 190	Building Systems & Codes	5
INDES 191	Principles of Lighting	5
INDES 260	Graphic Communication II	5

Professional/Technical Degrees

Choose 2 credits from the following..... 2	
INDES 167	Digital Design Tools (2 Cr)
INDES 261	Design Detailing (2 Cr)
Any special topic course (2 Cr)	
INDES 270	Interior Design II..... 5
INDES 271	Interior Design III..... 5
INDES 272	Interior Design IV..... 5
INDES 285	Practicum in Interior Design (150 hours) ... 3

TOTAL..... 116

Note: Students must earn a C- or better in Interior Design core courses listed above.

Specific General Education Requirements

Choose 5 credits from 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

Liberal Arts/General Education courses..... 35

Please see an advisor for a list of Liberal Arts/General Education distribution courses. Students transferring with a degree may have up to 35 general education credits waived.

TOTAL..... 45

GRAND TOTAL..... 161

Marketing Management

This program provides a core of business skills along with specific training in preparation for employment in sales, customer service, advertising, promotion, and other marketing functions. Students receive a broad-based knowledge of marketing theory. They are expected to demonstrate the ability to create and execute a variety of marketing programs. Emphasis is placed on teamwork and strengthening both oral and written communication. The program promotes success in non-profit and small, medium or large businesses.

Associate in Arts Degree

Marketing Management

Course	Course Name	Credit Hrs.
BTS 165	Spreadsheet Applications.....	5
BUS 120▲	Organizational Behavior	5
BUS& 101▲	Introduction to Business	5
CMST& 220▲	Public Speaking.....	5
ENGL& 101▲	English Composition I.....	5
MKTG 110	Client/Customer Relations	5
MKTG 131	Principles of Professional Selling.....	5
MKTG 135	Principles of Retailing.....	5
MKTG 154	Principles of Marketing	5
MKTG 200	International Marketing.....	5
MKTG 210	Business Research.....	5
MKTG 225	Customer Relations Management.....	5
MKTG 234	Advertising.....	5

Choose 5 credits from the following..... 5	
BUS 241▲	Multi-Cultural Business Consulting (5 Cr)
ETHN 241	Multi-cultural Business Consulting (5 Cr)

Choose 5 credits from the following..... 5	
ACCT 101	Practical Accounting I (5 Cr)
ACCT& 201▲	Principles of Accounting I(5 Cr)

Science lab elective	5-6
Elective	9-10

Suggested Electives: Any business division course not listed above with approval of advisor or program chair.

TOTAL..... 90

Certificate of Achievement

Sales & Marketing

Course	Course Name	Credit Hrs.
BTS 109	Business Communications	5
BTS 161	Computer & Software Fundamentals	5
BUS& 101▲	Introduction to Business.....	5
BUS 145▲	Business Mathematics.....	5
Choose 5 credits from the following.....		5
BUS 120▲	Organizational Behavior (5 Cr)	
BUS 250▲	Entrepreneurship (5 Cr)	
MKTG 200	International Marketing (5 Cr)	
CMST& 220▲	Public Speaking.....	5
MKTG 110	Client/Customer Relations	5
MKTG 131	Principles of Professional Selling.....	5
MKTG 154	Principles of Marketing	5
MKTG 234	Advertising.....	5

TOTAL..... 50

Certificate of Achievement

Retail Management

Course	Course Name	Credit Hrs.
Choose 5 credits from the following.....		5
ACCT 101	Practical Accounting I (5 Cr)	
ACCT 234	Managerial Accounting (5 Cr)	
Choose 5 credits from the following.....		5
BTS 161	Computer & Software Fundamentals (5 Cr)	
BTS 165	Spreadsheet Applications (5 Cr)	
BTS 109	Business Communications	5
BUS 120▲	Organizational Behavior	5
BUS 145▲	Business Mathematics.....	5
BUS 221▲	Human Resource Management.....	5
BUS 222▲	Advanced Leadership & Management.....	5
MKTG 135	Principles of Retailing.....	5
MKTG 154	Principles of Marketing	5

Choose 5 credits from the following..... 5	
CMST& 101▲	Introduction to Communication (5 Cr)
CMST 202▲	Survey of Speech Communication (5 Cr)
CMST& 210▲	Interpersonal Communication (5 Cr)
CMST& 230▲	Small Group Communication (5 Cr)
CMST 280▲	Intercultural Communication (5 Cr)

TOTAL..... 50

Certificate of Accomplishment

Sales & Marketing

Course	Course Name	Credit Hrs.
BTS 161	Computer & Software Fundamentals	5
CMST& 220▲	Public Speaking.....	5
MKTG 110	Client/Customer Relations	5
MKTG 131	Principles of Professional Selling.....	5
MKTG 154	Principles of Marketing	5
MKTG 234	Advertising.....	5

TOTAL..... 30

Medical Informatics

Medical Informatics is the integration of information technology systems into the healthcare delivery processes to manage effectively information in patient care, clinical research and medical education. Users of clinical information systems include physicians, nurses, dentists, technicians, therapists and healthcare IT professionals, as well as patients and consumers. The ultimate goals of medical informatics are to implement the electronic healthcare records, streamline the processes of patient care, provide clinicians with accurate data in a timely manner, improve the quality of care, and reduce costs.

Certificate of Achievement

Medical Informatics

Course	Course Name	Credit Hrs.
DBA 130	Database Theory.....	5
MEDIT 110	Technology Fundamentals in Healthcare....	5
MEDIT 220	Healthcare Informatics Standards.....	5
MEDIT 221	Healthcare Informatics Interfaces.....	5
MEDIT 230	Healthcare Information Applications & Processes.....	5

Choose 5 credits from the following..... 5

BTS 168	Database Applications (5 Cr)
BTS 268	Database Applications: Advanced (5 Cr)
Choose 5 credits from the following..... 5	
BTS 280	Project Management Applications (5 Cr)
BUS 230▲	Project Management (5 Cr)

Choose 5 credits from the following..... 5

BTS 161	Computer & Software Fundamentals (5 Cr)
CS 110	Introduction to Computers & Applications (5 Cr)
IT 101	Introduction to Information Technology (5 Cr)

Choose 5-10 credits from the following..... 5-10

BTS 144	Personal Information Manager (3 Cr)
BTS 268	Database Applications: Advanced (5 Cr)
BTS 293	Teaching Technology (5 Cr)
DBA 232	Database Administration (5 Cr)
IT 103	Networking Basics (5 Cr)
MEDIT 294/5/6/7	Special Topics in Medical Informatics (V1-0)
MEDIT 299	Independent Studies in Medical Informatics (V1-10 Cr)
PROG 110	Introduction to Programming (5 Cr)
PROG 160	Systems Analysis & Design (5 Cr)
TECH 170	Problem Solving Strategies (5 Cr)

TOTAL..... 45-50

Bellevue Community College is the third largest institution of higher learning in Washington State.



Certificate of Accomplishment

Medical Informatics

Course	Course Name	Credit Hrs.
MEDIT 110	Technology Fundamentals in Healthcare.....	5
MEDIT 220	Healthcare Informatics Standards.....	5
MEDIT 230	Healthcare Information Applications & Processes.....	5

Choose 5 credits from the following..... 5

BTS 168	Database Applications (5 Cr)
BTS 268	Database Applications: Advanced (5 Cr)

Choose 5 credits from the following..... 5

DBA 130	Database Theory (5 Cr)
PROG 160	Systems Analysis & Design (5 Cr)

Choose 5 credits from the following..... 5

BTS 280	Project Management Applications (5 Cr)
BUS 230▲	Project Management (5 Cr)

TOTAL..... 30

Movie Making

Movie Making provides a theoretical, aesthetic, and hands-on foundation for creating both dramatic and documentary films and videos. The program offers a solid background in the theoretical, technical, and economic aspects of filmmaking. Experience on professional film sets helps prepare students to work in today's motion picture and television industry. In addition to hands-on experience in camera set-ups, lighting, shooting and editing, students explore topics in literature, communication, and history. The most important element of any film or television show is the story, students learn how to write and express stories within the visual media.

Associate in Arts Degree

Movie Making

Course	Course Name	Credit Hrs.
CMST 112	Video Foundations (5 Cr)	
VIDEO 112	Video Foundations (5 Cr)	

Choose 5 credits from the following..... 5

CMST 141▲	Introduction to Media Writing (5 Cr)
ENGL& 101▲	English Composition I (5 Cr)

Choose 5 credits from the following..... 5

BUS 219▲	Business of Film & Video Production (5 Cr)
MEDIA 219	Business of Film & Video Production (5 Cr)

ANTH& 100▲	Survey of Anthropology.....	5
CMST 120▲	History of Cinema 1880-1945	5
CMST 133▲	Media & Messages.....	5
CMST 134▲	Multicultural Media Messages.....	5
CMST 138▲	Media/Digital Law & Ethics	5
CMST 216▲	Scripting for Film, Video & Multimedia	5
CMST 260▲	Art of Cinematography & Lighting	5
CMST 291▲	Movie Making.....	5
MEDIA 105	Digital Design & Storytelling.....	5
MEDIA 245	Production Practices	3
MEDIA 248	Portfolio & Employment	3
PHIL 115	Critical Reasoning.....	5
VIDEO 122	Audio & Recording I.....	5
VIDEO 210	Video Editing & Streaming.....	5

Choose 10 credits from the following..... 10

AMST 115▲	American Film as Literature (5 Cr)
AMST 286	Popular Culture (5 Cr)
AMST 287	American Heroes (5 Cr)
CMST 131▲	Exploring the Digital Future (5 Cr)
CMST 132▲	Techniques & Technology of Propaganda (5 Cr)
DRMA 161▲	Acting for Film & Media (5 Cr)
ENGL 115▲	The Film as Literature (5 Cr)
MEDIA 114	Digital Law & Contracts (5 Cr)
	Any ENGL 200 level literature course (5 Cr)

TOTAL..... 91

Network Services & Computing Systems – Information Technology

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 towards specific industry certification.

Associate in Arts Degree

Telecommunications Administration & Integration – Information Technology

Course	Course Name	Credit Hrs.
Choose 5 credits from the following.....		5
AMST 180	Anthropology of American Life (5 Cr)	
ANTH 180	Anthropology of American Life (5 Cr)	
BUS& 101▲	Introduction to Business	5
CMST& 230▲	Small Group Communication.....	5
ENGL& 101▲	English Composition I.....	5
ENGL& 235▲	Technical Writing	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 Operating Systems	5
NSCOM 221	Implementing Server Operating Systems	5
NSCOM 223	Managing a Network Environment	5
NSCOM 225	Implementing Network Infrastructure	5
NSCOM 227	Implementing Directory Services.....	5
PHYS 109	Science for Information Technology	6
PROG 110	Introduction to Programming	5
TECH 215	PC Analysis & Configuration I	5
TECH 217	PC Analysis & Configuration II	5
TOTAL.....		91

Certificate of Achievement

Microsoft Network Support – Information Technology

Course	Course Name	Credit Hrs.
ENGL& 101▲	English Composition I	5
IT 101	Introduction to Information Technology.....	5
NSCOM 220	Implementing Client Operating Systems	5
NSCOM 221	Implementing Server Operating Systems.....	5
NSCOM 223	Managing a Network Environment	5
NSCOM 225	Implementing Network Infrastructure	5
NSCOM 227	Implementing Directory Services.....	5
TECH 215	PC Analysis & Configuration I.....	5
TECH 217	PC Analysis & Configuration II	5
TOTAL.....		45

Certificate of Achievement

Cisco Support Technician – Information Technology

Course	Course Name	Credit Hrs.
ENGL& 101▲	English Composition I	5
IT 101	Introduction to Information Technology.....	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 Information Technology	6
TECH 215	PC Analysis & Configuration I.....	5
TECH 217	PC Analysis & Configuration II	5
TOTAL.....		46

Nuclear Medicine Technology

This is an eighteen-month, full-time program leading to an Associate of Arts degree. It is offered through a cooperative effort between Bellevue Community College and a number of area hospitals and clinics. The admission process is selective, and students must meet the admission guidelines published annually. On successful completion of the program, students are eligible for national certification exams as well as Washington State licensure.

The curriculum prepares students in all aspects of nuclear medicine technology. In addition to performing a wide variety of imaging and therapeutic procedures, students learn to prepare and administer radiopharmaceuticals, explain the procedures and their risks, take patient histories, and analyze the results of each study. Students work with a number of radiation detection systems, including gamma cameras and positron emission tomography systems. They also work with computers that analyze data from imaging studies, in addition to those used for administrative tasks. Coursework will include principles and procedures in computed tomography, which is frequently done in conjunction with nuclear medicine procedures. Most important, students work directly with patients, helping to ease their anxiety as well as diagnose their ailments.

Professional/Technical Degrees



Students in the Nuclear Medicine Technology program must earn a C (2.0) or better in all courses required for a degree or certificate.

Associate in Arts Degree

Nuclear Medicine Technology

Course	Course Name	Credit Hrs.
CMST 280▲	Intercultural Communication	5
HPRO 105	Training for Health Care Workers	2
NMTEC 200	Applied Anatomy & Physiology	1
NMTEC 201	Basic Nuclear Medicine Science	3
NMTEC 202	Instrumentation	3
NMTEC 203	Computers in Nuclear Medicine	3
NMTEC 210	Radiopharmacy	1
NMTEC 211	Nursing Procedures	1
NMTEC 212	Positron Emission Tomography	1
NMTEC 229	Introduction to Clinical Education	3
NMTEC 230	Clinical Education I	10
NMTEC 231	Clinical Education II	10
NMTEC 232	Clinical Education III	12
NMTEC 233	Clinical Education IV	13
NMTEC 234	Clinical Education V	13
NMTEC 240	Radiation Safety	1
NMTEC 241	Radiation Biology	1
NMTEC 260	Clinical Nuclear Medicine I	1
NMTEC 261	Clinical Nuclear Medicine II	1
NMTEC 262	Clinical Nuclear Medicine III	1
NMTEC 275	Board Preparation	1
NMTEC 250	Cross Sectional Anatomy	3
NMTEC 280	CT for the Nuclear Med Tech	3
TOTAL		93

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, 1-800-669-1656 and approved by the Washington State Nursing Care Quality Assurance Commission, Department of Health, P O Box 47860, Tumwater, WA 98501, 360-236-4700. 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.bellevuecollege.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.

Students must complete Chemistry 121 or one-year of High School Chemistry, and English 101 (composition) with a C or better and assess into MATH& 141▲ (precalculus I) within two quarters prior to applying to the program. The Math requirement may also be met by completing Math 099 (intermediate Algebra) with a grade of B- or better. The math requirement has a five year time limit. Within two years of the application date, students must receive a score of 80 or better on the COMPASS reading component. Before beginning the program, students must complete BIOL& 241▲ and BIOL& 242▲ with a C or better. The remaining General Education requirements may be completed after beginning the program. **Note:** The students who have been admitted to the program over the past few years have had ALL of the General Education requirements completed.

College courses typically have a 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 week for a TOTAL of 110 clock hours over the 11 week quarter.

Students in the Nursing program must earn a C (2.0) or better in all courses required for a degree or certificate.

Associate in Arts Degree

Nursing

Course	Course Name	Credit Hrs.
BIOL& 241▲	Human Anatomy & Physiology I	6
BIOL& 242▲	Human Anatomy & Physiology II	6
BIOL& 260▲*	Microbiology	6
CMST 280▲	Intercultural Communication	5
PSYC& 100▲	General Psychology	5
PSYC& 200▲*	Lifespan Psychology	5
Electives		11

TOTAL

***Note:** BIOL& 260▲ and PSYC& 200▲ must be completed by the Fall Quarter of a student's sophomore year.

FIRST YEAR - FALL QUARTER

NURS 100X	Foundations of Nursing	7
NURS 100Z	Foundations of Nursing Lab	5

TOTAL

FIRST YEAR - WINTER QUARTER

NURS 101X	Nursing Care of the Adult Client I	6
NURS 101Z	Nursing Care of the Adult Client I Lab	7

TOTAL

FIRST YEAR - SPRING QUARTER

NURS 102X	Nursing Care of the Adult Client II	5
NURS 102Z	Nursing Care of the Adult Client II Lab	6

TOTAL

SECOND YEAR - FALL QUARTER

Choose 11-12 credits from one of the following sets

NURS 220X	Maternal/Child Health Nursing (7 Cr)
NURS 220Z	Maternal/Child Health Nursing Lab (5 Cr)

OR

NURS 221X	Behavioral Health Nursing (6 Cr)
NURS 221Z	Behavioral Health Nursing Lab (5 Cr)

TOTAL

SECOND YEAR - WINTER QUARTER

Choose 11-12 credits from one of the following sets

NURS 220X	Maternal/Child Health Nursing (7 Cr)
NURS 220Z	Maternal/Child Health Nursing Lab (5 Cr)

OR

NURS 221X	Behavioral Health Nursing (6 Cr)
NURS 221Z	Behavioral Health Nursing Lab (5 Cr)

TOTAL

SECOND YEAR - SPRING QUARTER

NURS 222X	Transition to Professional Nursing	6
NURS 222Z	Transition to Professional Nursing Lab	7

TOTAL

GRAND TOTAL

Physical Education

Certificate prepares students for the NSCA Personal Fitness Trainer Exam and a variety of employment opportunities in health and fitness. Upon successful completion of the program students may elect to enter the workforce as a personal fitness trainer, fitness club technician, coach, or community center instructor. Students may also apply certificate credits towards an Associate of Arts and Science Transfer degree for enrollment in a 4-year University Sports Medicine, Exercise Science or Physical Education Teaching Certificate Program.

Certificate of Completion

Personal Fitness Trainer

Course	Course Name	Credit Hrs.
HLTH 222	Drugs & Society	2
HLTH 292	First Aid & CPR/Responding to Emergencies	4
PE 137	Sports Conditioning	2
PE 210	Body Composition Assessment	1
PE 228	Life Fitness Internship	1
PE 233	Prevention & Care of Athletic Injuries	2
PE 236	Anatomical Kinesiology	4
PE 267	Applied Kinesiology	3

TOTAL..... 19

This program offers a wide range of professional opportunities in recreation and education. Students gain exposure to adventure activities such as sea kayaking, rock climbing, fly fishing, mountain bike touring, backpacking and snowshoeing.

Certificate of Completion

Wilderness Skill

Course	Course Name	Credit Hrs.
HLTH 250	Wellness	5
HLTH 260	Wilderness First Aid Basics	4
PE 114	Beginning Rock Climbing	1
PE 115	Backpacking & Orienteering	1
PE 116	Snowshoeing	1
PE 126	Outdoor Leadership	2
PE 128	Sea Kayaking & Navigation	1
PE 235	Adventure Trip Planning & Risk Management	1
RECE 260	Northwest Fitness Exploration	2

TOTAL..... 18



Associates in Arts Degree – Programming

Please see Information Systems.

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 accredited 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.

Students in the Radiation Therapy program must earn a C (2.0) or better in all courses required for a degree or certificate.

Associate in Arts Degree

Radiation Therapy

Course	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	Medical 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

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.

Students in the Radiologic Technology program must earn a C (2.0) or better in all courses required for a degree or certificate.

Associate in Arts Degree

Radiologic Technology

FIRST YEAR - SUMMER QUARTER

Course	Course Name	Credit Hrs.
RATEC 101	Introduction 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	Introduction 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

Professional/Technical Degrees

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	Introduction 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
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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

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

TOTAL..... 10 OR 12

GRAND TOTAL..... 101



CT Imaging

This program formally prepares the Radiologic Technologist to work in a Computed Tomography Imaging lab and to be prepared to sit for the advanced certification in this imaging specialty.

Certificate of Accomplishment

CT Imaging

Course	Course Name	Credit Hrs.
RAIT 301	Sectional Anatomy.....	3
RAIT 302	Body Pathophysiology	3
RAIT 303	Neuropathophysiology.....	3
RAIT 310	Computed Tomography Instrumentation & Procedures.....	3
RAIT 311	Clinical Practicum in Computed Tomography	12
RAIT 401	Advanced Sectional Anatomy	2

TOTAL..... 26

Magnetic Resonance Imaging

This program formally prepares the Radiologic Technologist to work in an MRI lab and to be prepared to sit for the advanced certification in this imaging specialty.

Certificate of Accomplishment

Magnetic Resonance Imaging

Course	Course Name	Credit Hrs.
RAIT 301	Sectional Anatomy.....	3
RAIT 302	Body Pathophysiology	3
RAIT 303	Neuropathophysiology.....	3
RAIT 315	Magnetic Resonance Instrumentation & Procedures.....	3
RAIT 316	Clinical Practicum in Magnetic Resonance Imaging	12
RAIT 401	Advanced Sectional Anatomy	2

TOTAL..... 26

Vascular Interventional Program

This program formally prepares the Radiologic Technologist to work in a vascular interventional lab and to be prepared to sit for the advanced certification in this imaging specialty.

Certificate of Accomplishment

Vascular Interventional Program

Course	Course Name	Credit Hrs.
RAIT 301	Sectional Anatomy.....	3
RAIT 302	Body Pathophysiology	3
RAIT 303	Neuropathophysiology.....	3
RAIT 320	Intervention Procedures	3
RAIT 321	Vascular Interventional Clinical	12

TOTAL..... 24

**Bellevue Community College
serves about 35,000
students each year.**

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	Course Name	Credit Hrs.
CORE REQUIREMENTS		
ENGL& 101▲	English Composition I	5
<i>Choose 5 credits from the following..... 5</i>		
ECON 100	Introduction to Basic Economic Principles (5 Cr)	
ECON& 201▲	Microeconomics (5 Cr)	
ECON& 202▲	Macroeconomics (5 Cr)	
<i>Choose 5 credits from the following..... 5</i>		
BUS 145▲	Business Mathematics (5 Cr)	
MATH& 141▲	Precalculus I (5 Cr)	
<i>Choose 5 credits from the following..... 5</i>		
PSYC& 100▲	General Psychology (5 Cr)	
SOC& 101▲	Introduction to Sociology (5 Cr)	
<i>Choose 5 credits from the following..... 5</i>		
CMST& 101▲	Introduction to Communication (5 Cr)	
CMST& 210▲	Interpersonal Communication (5 Cr)	
CMST& 230▲	Small Group Communication (5 Cr)	

TOTAL..... 25

Business Core Courses

ACCT& 201▲	Principles of Accounting I	5
BTS 161	Computer & Software Fundamentals	5
<i>Choose 5 credits from the following..... 5</i>		
BA 200	Business Law - Legal Foundations (5 Cr)	
BUS& 101▲	Introduction to Business (5 Cr)	
BUS& 201▲	Business Law (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 141	Foundations of Real Estate Appraisal.....	3
R EST 160	Real Estate Escrow	3
R EST 165	Land Titles Insurance & Clearance.....	3

TOTAL..... 20

GRAND TOTAL..... 60

Certificate of Accomplishment

Real Estate Escrow

Course	Course Name	Credit Hrs.
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 Insurance & Clearance.....	3
TOTAL.....		20

Technical Support – Information Technology

This program offers students degrees in 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. Students may apply credits earned in the certificate programs toward an Information Technology degree.

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

Associate in Arts Degree

Technical Support - Information Technology

Course	Course Name	Credit Hrs.
BTS 144	Personal Information Manager	3
BUS& 101▲	Introduction to Business	5
ENGL& 101▲	English Composition I	5
ENGL& 235▲	Technical Writing	5
IT 101	Introduction to Information Technology	5
MKTG 110	Client/Customer Relations	5
PHYS 109	Science for Information Technology	6
PROG 110	Introduction to Programming	5
TECH 215	PC Analysis & Configuration I.....	5
TECH 217	PC Analysis & Configuration II	5

Choose 5 credits from the following..... 5

AMST 180	Anthropology of American Life (5 Cr)
ANTH 180	Anthropology of American Life (5 Cr)

Choose 5 credits from the following..... 5

BTS 189	Webpage Authoring Tools (5 Cr)
BTS 280	Project Management Applications (5 Cr)

Choose 5 credits from the following..... 5

IT 103	Networking Basics (5 Cr)
NSCOM 201	Cisco Networking I (5 Cr)

Choose 4-8 credits from one of the
following sets..... 4-8

TECH 289	Portfolio Evaluation of Work Experience (4 Cr)
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OR

TECH 293	Tech Support Internship I (4 Cr)
TECH 294	Tech Support Internship II (4 Cr)

Choose 2 credits from electives..... 2



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

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: Capitalization3	
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 142	Appraisal of Residential Property	3
R EST 150	Real Estate Business Management.....	3
R EST 161	Advanced Real Estate Escrow	3
R EST 171	Mortgage Loan Processing.....	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 171	Mortgage Loan Processing.....	3
R EST 172	Mortgage Loan Officer	3
R EST 235	Real Estate Investment Strategy	3
Approved Electives		15
TOTAL.....		30

Specialization Requirements: Residential Practices

R EST 134	Real Estate Sales Practices.....	3
R EST 142	Appraisal of Residential Property	3
R EST 150	Real Estate Business Management.....	3
R EST 151	Real Estate Brokerage Management.....	3
R EST 235	Real Estate Investment Strategy	3
R EST 240	Land Planning & Development	3
Approved Electives		12
TOTAL.....		30

GRAND TOTAL.....		90
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Certificate of Accomplishment

Real Estate Mortgage Finance

Course	Course Name	Credit Hrs.
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 165	Land Titles Insurance & Clearance.....	3
R EST 171	Mortgage Loan Processing.....	3
R EST 172	Mortgage Loan Officer	3

TOTAL..... 23

Certificate of Accomplishment

Real Estate Appraisal

Course	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 Real Estate Appraisal.....	3
R EST 142	Appraisal of Residential Property	3
R EST 143	Real Estate Appraisal Methods	3
R EST 144	Appraising Income Property: Capitalization3	

Choose 3 credits from 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

Course	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 141	Foundations of Real Estate Appraisal.....	3
R EST 142	Appraisal of Residential Property	3

Choose 3 credits from the following..... 3

R EST 134	Real Estate Sales Practices (3 Cr)
R EST 160	Real Estate Escrow (3 Cr)
R EST 235	Real Estate Investment Strategy (3 Cr)

TOTAL..... 20

Professional/Technical Degrees



Track 1: Application Support

BTS 163	Word Processing Applications	5
BTS 165	Spreadsheet Applications.....	5
BTS 168	Database Applications.....	5
BTS 171	Operating Systems for Advanced Users	5

Track 2: Operating System Administrator

NSCOM 220	Implementing Client Operating Systems	5
NSCOM 221	Implementing Server Operating Systems.....	5
NSCOM 223	Managing a Network Environment	5
TECH 223	Using & Supporting Linux.....	5

TOTAL..... 90-94

Certificate of Achievement

Microcomputer Support Specialist

Course	Course Name	Credit Hrs.
BTS 165	Spreadsheet Applications.....	5
BTS 168	Database Applications.....	5
ENGL& 235▲	Technical Writing	5
IT 101	Introduction to Information Technology.....	5
TECH 215	PC Analysis & Configuration I.....	5
TECH 217	PC Analysis & Configuration II	5
MKTG 110	Client/Customer Relations	5

Choose 5 credits from the following..... 5

BTS 189	Webpage Authoring Tools (5 Cr)
BTS 280	Project Management Applications (5 Cr)

Choose 5 credits from the following..... 5

IT 103	Networking Basics (5 Cr)
NSCOM 201	Cisco Networking I (5 Cr)

TOTAL..... 45

Certificate of Achievement

Operating System Support Specialist

Course	Course Name	Credit Hrs.
ENGL& 235▲	Technical Writing	5
IT 103	Networking Basics	5
MKTG 110	Client/Customer Relations	5
NSCOM 220	Implementing Client Operating Systems	5
NSCOM 221	Implementing Server Operating Systems.....	5
NSCOM 223	Managing a Network Environment.....	5
TECH 215	PC Analysis & Configuration I.....	5
TECH 217	PC Analysis & Configuration II	5
TECH 223	Using & Supporting Linux.....	5

TOTAL..... 45

Translation & Interpretation

This is a self-supporting program offering credit toward two certificates, one in interpretation and the other in translation. 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	Course Name	Credit Hrs.
CORE REQUIREMENTS		
INTRP 101	Introduction 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	Advanced Translation Workshop I.....	3
TRANS 110	Advanced Translation Workshop II	3
TRANS 111	Advanced Translation Workshop III	3

TOTAL..... 9

GRAND TOTAL..... 24

Certificate of Accomplishment

Interpretation

Course	Course Name	Credit Hrs.
CORE REQUIREMENTS		
INTRP 101	Introduction 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 109	Advanced Interpreting Skills III	3

TOTAL..... 9

GRAND TOTAL..... 24

Video – Digital Media Arts

The Digital Video program provides students with the opportunity to develop a working skill set in digital video production by actively participating in a project-based, hands-on learning environment. Course work is designed to promote competency in pre-production

planning, to provide field and studio production experience, and to develop post-production skills, including the use of industry standard non-linear editing software and a variety of delivery mechanisms.

Associate in Arts Degree

Digital Video

Course	Course Name	Credit Hrs.
Choose 5 credits from the following..... 5		
CMST 131▲	Exploring the Digital Future (5 Cr)	
MEDIA 105	Digital Design & Storytelling (5 Cr)	
Choose 5 credits from the following..... 5		
CMST 119▲	History of Animation (5 Cr)	
CMST 132▲	Techniques & Technology of Propaganda (5 Cr)	
CMST 133▲	Media & Messages (5 Cr)	
CMST 134▲	Multicultural Media Messages (5 Cr)	
CMST 136▲	Writing for the World Wide Web (5 Cr)	
CMST 138▲	Media/Digital Law & Ethics (5 Cr)	
MEDIA 113	Design for Screen Media (5 Cr)	
Choose 5 credits from the following..... 5		
ANIM 120	Animation Foundations(5 Cr)	
WEBMM 110	Web Multimedia Foundations (5 Cr)	
Choose 5 credits from the following..... 5		
CMST 291▲	Movie Making (5 Cr)	
VIDEO 213	Audio & Recording II (5 Cr)	
VIDEO 225	Motion Graphics II (5 Cr)	
ANIM 121	Imaging Foundations	5
ANTH& 100▲	Survey of Anthropology.....	5
CMST 216▲	Scripting for Film, Video, & Multimedia	5
ENGL& 101▲	English Composition I	5
GAME 110	Game Design I	5
MEDIA 245	Production Practices	3
MEDIA 248	Portfolio & Employment	3
MEDIA 250	Internship in Media	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
TOTAL.....		91

Certificate of Achievement

Digital Video Production

Course	Course Name	Credit Hrs.
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 5 credits from the following..... 5

ANIM 120	Animation Foundations (5 Cr)
WEBMM 110	Web Multimedia Foundations (5 Cr)

Choose 3-5 credits from the following..... 3-5

MEDIA 248	Portfolio & Employment (3 Cr)
MEDIA 250	Internship in Media (5 Cr)

TOTAL..... 48-50

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.bellevuecollege.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 Studies
 - Human Communication*
 - Movie Making (Film Studies)*
- Developmental Education
 - Adult Basic Education
 - English as a Second Language
 - English Language Institute
 - General Education Development
- English
- Humanities
- Individual Development
- Interdisciplinary Studies
- Interior Design
- Music*
- Philosophy*
- Theatre Arts
 - Dance
 - Drama
- World Languages
 - Arabic
 - American Sign Language
 - Chinese
 - French
 - German
 - Japanese
 - Spanish

Related Activities

- Art Gallery: The Gallery Space
- Dance Ensemble: Eastside Moving Company
- Honors Program
- Learning Labs
 - Basic Skills Labs
 - Reading Lab
 - Writing Lab
- Music performance groups
 - Chamber Choir
 - Jazz Band
 - Symphonic Choir
 - Vocal Jazz Ensemble "Celebration!"
- Student art & literature magazine: *Arnazella*
- Student clubs & organizations
 - French Club
 - Graphic Design Club
 - Interior Design Students Association
 - Literature Club
 - Mandarin Club
 - Philosophy Club
 - Photography Club
 - Stagefright (drama club)
 - Washington Music Educators Association, student chapter
- Student newspaper: *The Jibsheet*
- Tutoring for ESL and basic-skills students

Business Division

Division Office: A242

Phone: (425) 564-2311

Fax: (425) 564-4197

www.bellevuecollege.edu/business

Division Chair: William Iverson

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

Instructional Programs

- Accounting
 - Paraprofessional
 - Accounting Transfer
- Business Administration Transfer
- Business Intelligence
- Business Technology Systems
- Computer Science – Transfer
- Digital Media Arts
 - Animation & Graphics
 - Gaming
 - Media Communication & Technology
 - Video Production
- General Business Management
- Information Systems
 - Database Administration
 - Programming
- Information Technology

- Marketing Management
- Medical Informatics
- Network Services & Computer Systems
- Technical Support

Related Activities

- Student Clubs & Organizations
 - Business Leadership Club
 - Future 500 Business Club
 - International Business Exploration Club

Health Sciences, Education & Wellness Institute Division

Division Office: R130

Phone: (425) 564-2348

Fax: (425) 564-3128

www.bellevuecollege.edu/edhs

Interim Director: Jack Surendranath

The Institute 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 healthcare fields.

Instructional Programs

- Bachelor of Applied Science
 - Radiation and Imaging Sciences
- Alcohol & Drug Counseling
- Diagnostic Ultrasound
- Early Learning and Teacher Education
- Education
- Fire Service Programs
 - Fire Command & Administration
 - Fire Investigation
 - Fire Prevention Specialist
 - Fire Science
- Health
- Health Professions
- Home Economics
- Imaging
- Nuclear Medicine Technology
- Nursing
- Parent Education
- Physical Education
- Radiation Therapy
- Radiologic Technology

Related Activities

- Athletics & Intramural Sports
- Fitness Center
- Student Clubs & Organizations
 - Badminton Club
 - Classical Fencing Club
 - Table Tennis club

Human Development

Division Office: B234
Phone: (425) 564-2212
Fax: (425) 564-4177
www.bellevuecollege.edu/hdc/

Human Development classes help students achieve academic and personal success. Classes include: stress management, selecting a college major, learning strategies for student success, career exploration, understanding personal relationships, assertive communication and race in America.

Instructional Programs

- Human Development

Related Programs & Services

- Career Center
- Counseling Center
- Disability Support Services
- Educational Planning Advising Center
- Multi-Cultural Services
- TRiO Student Support Services
- Women's Center

Science Division

Division Office: L200
Phone: (425) 564-2321
Fax: (425) 564-4125
<http://scidiv.bcc.ctc.edu/>
Division Chair: Lynne Sage

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
- Nutrition
- Oceanography
- Physics

Related Activities

- Academic Tutoring
- BCC Greenhouse
- BCC Weather Station



- Learning Labs
 - Math Lab
 - Science Study Center
- Observatory
- Planetarium
- Student clubs & organizations
 - Astronomy Club
 - Botany Club
 - Chemistry Club
 - Student Science Association

Social Science Division

Division Office: D110
Phone: (425) 564-2331
Fax: (425) 564-3108
www.bellevuecollege.edu/socsci/
Division Chair: Trevor McMorris Tate

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

Instructional Programs

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

Related Activities

- American Indian Film Festival (Sociology)
- BCC Student Historical Society
- Center for Puget Sound History & Archeology
- Geography Club
- 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
Dean: Bruce Riveland

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

- Art-Zones
- Graphic Design (certificate)
- Business & Professional Programs
- Human Resources Management (non-credit certificate)
- Project Management (non-credit certificate)
- Real Estate (credit certificates or degrees)
- Technical Communication (non-credit certificates)
- Business Training Institute (BTI)
- Computer Programs
- Software Test Engineer (certificate)
- Database Test Engineer (certificate)
- Software Test & Development Engineer (certificate)
- Fast Track
- Intermediate Applications Developer
 - Java Developer (certificate)
 - Microsoft Certified Database Administrator (certificate)
 - Microsoft Certified Systems Administrator
 - Microsoft Certified Systems Engineer (certificate)
 - Technical Support-Networking (certificate)
 - Nursing - Continuing Nursing Education
- Personal Enrichment (Explore!)
- TELOS: Educational Programs for Retirees
- Venture: The Program for Unique Learners (degree)
- World Languages & Travel
 - Interpretation (certificate)
 - Translation (certificate)

**BCC provides more distance
 and continuing education
 programs than any other
 Washington community college.**

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:** BUS 145 (prev G BUS 145) recommended.

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 194/195/196/197

Special Topics in Practical Accounting • V1-10 CR

Allows specialized or in-depth study of a subject supplementing the Practical Accounting curriculum. Topics are announced in the quarterly schedule. May be repeated for a maximum of 15 credits.



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 or permission of instructor.

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

Using a mid-range accounting information system program, students collect and communicate strategically valuable information including: general ledger, accounts payable, accounts receivable, bank reconciliation, banking, purchase orders, invoicing, payroll, fixed assets, reporting, map business process flows and assure system security. **Prerequisite:** ACCT 101 or ACCT& 201 (prev ACCTG 210). BTS 161 recommend

ACCT 250

Intermediate Accounting • 5 CR

In-depth examination of theoretical foundations of accounting. 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 or permission of instructor.

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 or permission of instructor.

Learn about BCC's degree and certificate options in Accounting on page 45.

ACCT 285

Federal Income Taxes • 5 CR

Introduces the concepts and procedures for preparing personal federal income tax returns. **Prerequisite:** ACCT 102 or permission of instructor.

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. May be repeated for a maximum of 15 credits. **Prerequisite:** Permission of instructor.

Accounting-Transfer

Business Division

ACCT& 201

Principles of Accounting I • 5 CR

Previously ACCTG 210 Fundamentals of Accounting I

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 four year college or university. **Prerequisite:** CMST 141 (prev COMM 141) or ENGL& 101 (prev ENGL 101) with a C- or better, or entry code.

ACCT& 202

Principles of Accounting II • 5 CR

Previously ACCTG 220 Fundamentals of Accounting II

Presents basic concepts used in financial reporting and interpreting financial statements. **Prerequisite:** ACCT& 201 (prev ACCTG 210) with a C- or better or entry code.

ACCT& 203

Principles of Accounting III • 5 CR

Previously ACCTG 230 Basic Accounting Analysis

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:** ACCT& 202 (prev ACCTG 220) with a C- or better or entry code.

Course Descriptions



Administration of Criminal Justice

Social Science Division

Administration of Criminal Justice offers a diverse curriculum for students interested in the American Criminal Justice System in relation to the role and function performed by modern law enforcement personnel. In addition to the degree, interested students may also earn a concentration in Administration of Criminal Justice.

CJ& 101

Introduction to Criminal Justice • 5 CR

Previously ADMCJ 101 Survey of Law Enforcement & Administration

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

CJ 102

Survey of Police Organization & Administration • 5 CR

Previously ADMCJ 102

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.

CJ 103

Administration Criminal Justice Report Writing • 5 CR

Previously ADMCJ 103

Presents the fundamentals of written communication, using study guides and practice in mechanics and processes. Activities concentrate on preparing professional documents with appropriate sentence and paragraph structure. Writing models are used to demonstrate effective rhetorical strategies and stylistic options.

CJ 106

Introduction to the American Corrections System • 5 CR

Previously ADMCJ 106

Introduces basic concepts, theories, principles and an historical overview of the system as it pertains to the institutional control and supervision of adult offenders. *Prerequisite:* CJ& 101 (prev ADMCJ 101) or CJ& 112 (prev ADMCJ 271) recommended.

CJ 109

Introduction to the Juvenile Justice System • 5 CR

Previously ADMCJ 109

Introduces basic concepts, theories, principles and historical overview of the criminal process as they relate to the formal and informal adjudication of violent, serious, and chronic juvenile offenders. *Prerequisite:* CJ& 101 (prev ADMCJ 101) recommended.

CJ& 110

Criminal Law • 5 CR

Previously ADMCJ 104 Introduction to Criminal Justice

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.

CJ 111

Principles of Criminal Interrogation • 5 CR

Previously ADMCJ 111

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.

CJ& 112

Introduction to Criminology • 5 CR

Previously ADMCJ 271

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.

CJ 194/195/196/197

Special Topics in Admin of Criminal Justice • V1-10 CR

Previously ADMCJ 194/195/196/197

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

CJ 198

Seminar in Criminal Justice • V1-10 CR

Previously ADMCJ 198

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

CJ 199

Individual Studies in Criminal Justice • V1-10 CR

Previously ADMCJ 199

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.

CJ 200

Criminal Evidence & Procedures-Police Officer • 5 CR

Previously ADMCJ 200

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.

CJ 202

Principles of Criminal Investigation • 5 CR

Previously ADMCJ 202

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.

CJ 204

Introduction to Constitutional Law • 5 CR

Previously ADMCJ 204

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.

CJ 206

Community Oriented Policing • 5 CR

Previously ADMCJ 206

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.

Learn about BCC's Criminal Justice degree on page 46.

CJ 207

Introduction to Forensics • 6 CR

Previously ADMCJ 207

Introduces the basic procedures employed by forensic anthropologists during the recovery and analysis of human remains and associated materials of legal interest. Explores how biological anthropologists apply expertise in osteology, skeletal variation and plasticity, skeletal pathology, archaeological recovery of evidence, and body decomposition to medical/legal investigations. Same as ANTH 207. Either CJ 207 (prev ADMCJ 207) or ANTH 207 may be taken for credit, not both. **Prerequisite:** ANTH& 204 (prev ANTH 105) or ANTH& 205 (prev ANTH 201) recommended.

CJ 230

Women in Criminal Justice • 5 CR

Previously ADMCJ 230

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:** CJ& 101 (prev ADMCJ 101) and CJ 242 (prev ADMCJ 242).

CJ 242

Law & the Police in a Multicultural Society • 5 CR

Previously ADMCJ 242

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.

CJ 244

Defensive Tactics for Criminal Justice • 3 CR

Previously ADMCJ 244

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, take-downs, control, and handcuffing, as well as level-two self-defense techniques for dealing with aggressive subjects. Same as PE 244. Either CJ 244 (prev ADMCJ 244) or PE 244 may be taken for credit, not both.

CJ 248

Ethics in Criminal Justice • 5 CR

Previously ADMCJ 248

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 CJ 248 (prev ADMCJ 248) or PHIL 248 may be taken for credit, not both.

CJ 249

Intermediate Defensive Tactics-Criminal Justice • 3 CR

Previously ADMCJ 249

Continues CJ 244 (prev 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 CJ 249 (prev ADMCJ 249) or PE 249 may be taken for credit, not both.

CJ 253

Drug Use & the Law in American Society • 5 CR

Previously ADMCJ 253

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.

CJ 294/295/296/297

Special Topics in Criminal Justice • V1-10 CR

Previously ADMCJ 294/295/296/297

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

CJ 298

Seminar in Criminal Justice • V1-10 CR

Previously ADMCJ 298

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

CJ 299

Individual Studies in Criminal Justice • V1-10 CR

Previously ADMCJ 299

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 Division

ABE 041/042/043/044

Adult Basic Education Lab - Level 1,2,3,4 • V1-5 CR

The Basic Skills Learning Lab provides students in Adult Basic Education classes additional opportunities to further build skills in the areas of reading, writing, and math. As well as receiving computerized assisted learning through a variety of software, students can work independently with tutors or together in small groups. **Prerequisite:** Assessment into the ABE or GED Program.

BCC is one of the "Nations Leading Colleges and Universities committed to Diversity" *Minority Access, Inc.*

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 to identify abilities, learning styles, skills and barriers, set educational goals, and create learning plans. **Prerequisite:** Assessment into the ABE or ESL Program.

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 required for continued enrollment. **Prerequisite:** Placement by assessment.

ABE 094/095/096/097

Special Topics in Adult Basic Education • V1-10 CR

Students at the basic skills level study topics in combination with ABE classes for transition into vocational or academic classes or to develop work skills. **Prerequisite:** Permission of program chair or instructor.

Alcohol & Drug Counseling

Health Sciences, Education & Wellness Institute

HSSA 100

Professional Development in Addiction Counseling • 1 CR

Previously ALDAC 100

Introduction to the field of addiction counseling and treatment, state mandated counseling education and certification processes as well as methods for documenting trainee work experience hours.

HSSA& 101

Introduction to Addictive Drugs • 3 CR

Previously ALDAC 101 Understanding Addiction: Effect on Human Behavior & Society

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.

Course Descriptions

HSSA 102

Physiological Actions of Alcohol & Other Drugs • 3 CR

Previously ALDAC 102

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.

HSSA 103

Introduction to Counseling/Helping Professions • 3 CR

Previously ALDAC 103

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.

HSSA 104

Prior Learning Portfolio Development Seminar • 1 CR

Previously ALDAC 104

Alcohol and Drug Studies students explore learning theory, document non-traditional learning and life experiences for evaluation as college level learning. Students pay per credit fee for all academic credits awarded in addition to the cost of the seminar. **Prerequisite:** permission of program director.

HSSA 105

Chemical Dependency & the Family • 3 CR

Previously ALDAC 105

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:** HSSA& 101 (prev ALDAC 101) or permission of program director.

HSSA 106

Chemical Dependency Counseling Techniques • 3 CR

Previously ALDAC 106

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:** HSSA 100 (prev ALDAC 100) and HSSA& 101 (prev ALDAC 101) and HSSA 102 (prev ALDAC 102) and HSSA 103 (prev ALDAC 103) or permission of program chair.

HSSA 108

Case Management: Chemically Dependent Client • 3 CR

Previously ALDAC 108

Assists drug and alcohol abuse counselors and other healthcare professionals in case file management. Seminar format. **Prerequisite:** HSSA 100 (prev ALDAC 100) and HSSA& 101 (prev ALDAC 101) and HSSA 102 (prev ALDAC 102) and HSSA 103 (prev ALDAC 103) or permission of program director.

HSSA 150

Relapse Prevention • 2 CR

Previously ALDAC 150

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:** HSSA 106 (prev ALDAC 106) or permission of program director.

HSSA 160

Cultural Diversity in Addiction Counseling • 2 CR

Previously ALDAC 160

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.

HSSA 194/195/196/197

Special Topics in Alcohol & Drug Counseling • V1-6 CR

Previously ALDAC 194/195/196/197

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

HSSA 198

Seminar in Alcohol & Drug Counseling • V1-3 CR

Previously ALDAC 198

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

HSSA 199

Individual Studies in Alcohol & Drug Counseling • V1-6 CR

Previously ALDAC 199

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.

HSSA 204

Adolescent Addiction: Assessment & Treatment • 2 CR

Previously ALDAC 204

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

HSSA 206

Group Process in Chemical Dependency Treatment • 3 CR

Previously ALDAC 206

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

HSSA 207

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

Previously ALDAC 207

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:** HSSA& 101 (prev ALDAC 101)

HSSA 208

Overview of Mental Health & DSM-IV • 3 CR

Previously ALDAC 208

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:** HSSA 106 (prev ALDAC 106) or permission of director.

HSSA 210

ADIS Instructor Training • 3 CR

Previously ALDAC 210

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.

HSSA 212

Ethics & Professionalism in Addiction Counseling • 2 CR

Previously ALDAC 212

Compares codes of ethics for chemical dependency professionals to codes from other disciplines. Students examine the origins of personal and professional values. **Prerequisite:** HSSA 106 (prev ALDAC 106) and HSSA 108 (prev ALDAC 108) or permission of program director.

HSSA 215

Chemical Dependency & the Law • 2 CR

Previously ALDAC 215

Provides alcohol and drug abuse counselors with up-to-date information on addictions and the law as found in the Washington Administrative Code. **Prerequisite:** HSSA 106 (prev ALDAC 106) and HSSA 108 (prev ALDAC 108) or permission of program director.

HSSA 220

Addiction Counseling Clinical Practicum • 3 CR

Previously ALDAC 220

Provides work experience under qualified supervision in a DASA-certified facility. Designed to meet Washington Administrative Code requirements (WAC 246-811-048). **Prerequisite:** HSSA 106 (prev ALDAC 106) and HSSA 108 (prev ALDAC 108) and HSSA 206 (prev ALDAC 206) or permission of program director.

HSSA 230

Introduction to Family Systems: Intervention/Prevention • 3 CR

Previously ALDAC 230

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:** HSSA& 101 (prev ALDAC 101) and HSSA 105 (prev ALDAC 105) and HSSA 106 (prev ALDAC 106) or permission of program director.

HSSA 294/295/296/297

Special Topics in Alcohol & Drug Counseling • V1-6 CR

Previously ALDAC 294/295/296/297

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

HSSA 298

Seminar in Alcohol & Drug Counseling • V1-3 CR

Previously ALDAC 298

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

HSSA 299

Individual Studies in Alcohol & Drug Counseling • V1-3 CR

Previously ALDAC 299

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

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 cultures as well as its impact on other countries in the world. American Studies uses a multi-disciplinary approach to draw upon the special interests of faculty from many departments in the college.

AMST 101

Introduction to American Myth • V1-5 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 115

American Film as Literature • 5 CR

Previously AMST 114

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 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 CMST&102 (prev COMM 150). Either AMST 150 or CMST& 102 (prev 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 POLS 160 (prev POLSC 160). Either AMST 160 or POLS 160 (prev 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.

Learn about BCC's
Alcohol & Drug
Counseling certificate
on page 46.

Course Descriptions



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. May be repeated for a maximum of 15 credits. *Prerequisite:* Permission of instructor.

Animation & Graphics

Business Division

The Animation and Graphics program offers the opportunity to develop skills in illustration, image manipulation, screen design and 3D animation. Students develop competencies in the use of industry-standard software and understand their applications in the production of illustration, animation, web design and video.

ANIM 115 **Drawing for Animation I • 5 CR**

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

ANIM 116 **Drawing for Animation II • 5 CR**

A continuation of ANIM 115. 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 2D and 3D animation, and application of animation to the web.

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.

ANIM 194/195/196/197 **Special Topics in Animation • 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.

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 **Web Animation I • 5 CR**

Introduces animation tools such as Flash and builds skills needed to create two-dimensional digital animations and web interfaces. Students work with different animation techniques and interface designs to create finished web accessible animations.

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 120 with a C- or better or entry code.

ANIM 241 **3-D Animation II • 5 CR**

Students work with character motion and advanced animation techniques. *Prerequisite:* ANIM 240 at BCC with a C- or better, or entry code.

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 Advanced Animation Program and permission of instructor.

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 Advanced Animation Program and permission of instructor.

**Learn about BCC's degree
and certificate options in
Animation & Graphics –
Digital Media Arts on p. 46-47.**

ANIM 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 Advanced Animation Program and permission of instructor.

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 Advanced Animation Program and permission of instructor.

ANIM 275

Advanced Animation I • 4 CR

Advances student technical skills in developing animation products using advanced tools and techniques. **Prerequisite:** Acceptance into Advanced Animation Program and permission of instructor.

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 Advanced Animation Program and permission of instructor.

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 Advanced Animation Program and permission of instructor.

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 Animation Program and permission of instructor.

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 Advanced Animation Program and permission of instructor.

ANIM 280

Production Portfolio • 3 CR

Allows students to design production resumes and portfolios and develop employment strategies, compile and edit resume videotapes, create written resumes, practice job-search networking, and conduct job interviews. **Prerequisite:** Acceptance into Advanced Animation Program and permission of instructor.

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 Advanced Animation Program and permission of instructor.

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 Advanced Animation Program and permission of instructor.

ANIM 294/295/296/297

Special Topics in Animation • V1-10 CR

Covers supplementary or self-supporting courses offered for college credit. Topics are announced in the class schedule. **Prerequisite:** Previous Media enrollment or permission of program chair.

Anthropology

Social Science Division

ANTH& 100

Survey of Anthropology • 5 CR

Previously ANTH 100 Introduction to Anthropology

Introduction to the scientific and humanistic study of human culture and biology from all times and places. Explores the four major sub-disciplines of anthropology: cultural (societies and cultures), linguistic (language and communication), biological (evolution and genetics of primates), and archaeology (past cultures).

ANTH 106

Great Discoveries in Archaeology • 5 CR

Previously ANTH 104

Covers how ancient remains are recovered, the politics of 'discovering' such remains, and what these remains mean within a scientific framework. A critical evaluation of world famous sites (such as the cave paintings at Lascaux, Old Kingdom Egyptian Pyramids, Great Zimbabwe, Machu Picchu, Classic Maya site of Copán, Ozette in Washington state, and more) highlights key factors, such as racism and sexism, that influence interpretation of the past. An awareness of legal responsibilities facing world citizens and their collective past will be increased. A large visual component will illustrate salient points of the course.

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.



Course Descriptions

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& 204

Archaeology • 5 CR

Previously ANTH 105 Introduction to Archaeology

Archaeology is the study of the material remains of the human past through scientific methods. How fragmentary remains are used to reconstruct the past is addressed by presenting the methods, techniques, and goals of archaeology, as well as explanations for the major cultural changes that our species has gone through. Covers the evolution of culture from its origins to state-level societies.

ANTH& 205

Physical Anthropology • 5 CR

Previously ANTH 201

An anthropological view of how human biological characteristics arose, our relation to non-human primates, and how we continue to be shaped by evolutionary forces. Major topics include human genetics, adaptation, monkeys and apes, fossil evidence for human evolution, and the study of biological diversity in contemporary human populations.

ANTH& 206

Cultural Anthropology • 5 CR

Previously ANTH 202

Cultural anthropologists are researchers who learn first-hand about other cultures by living with the people under study. Topics may include social organization, economics, power and politics, language, technology, religion and ritual, and gender. Wide geographic coverage provides a basis for global comparisons of cultural similarities and differences between human groups.

ANTH 207

Introduction to Forensics • 6 CR

Introduces the basic procedures employed by forensic anthropologists during the recovery and analysis of human remains and associated materials of legal interest. Explores how biological anthropologists apply expertise in osteology, skeletal variation and plasticity, skeletal pathology, archaeological recovery of evidence, an body decomposition to medical/legal investigations. Same as CJ 207 (prev ADMCJ 207). Either ANTH 207 or CJ 207 (prev ADMCJ 207) may be taken for credit, not both. **Prerequisite:** ANTH& 204 (prev ANTH 105) or ANTH& 205 (prev ANTH 201) recommended.

ANTH 208

Language, Culture, & Society • 5 CR

Previously ANTH 200

Explores the role of language in culture and society. Course covers tools for analyzing language, and examines cross-cultural and cross-linguistic variation. There is a focus on cultural and social issues, such as attitudes toward regional and social dialects, correlations between social groupings and language behavior, the influence of language on thought, and the life and death of languages. Note: Fulfills humanities course requirement at BCC.

ANTH& 210

Indians of North America • 5 CR

Previously ANTH 210

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& 234

Comparative Religion • 5 CR

Previously ANTH 203

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 234 (prev INTST 203). Either ANTH& 234 (prev ANTH 203) or INTST 234 (prev INTST 234) may be taken for credit, not both.

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 • V-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.

**Pick up a Common Course
Numbering Student Advisory
in Student Services.**

Applied Linguistics

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 (prev 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. **Prerequisite:** Permission of instructor.

Art

Arts & Humanities Division

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

First-Year Foundation Courses:

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

Second-Year:

ART 201, 202, 203, and ten 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.

Prerequisite: 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 • 1-5 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 ART 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.

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 194/195/196/197

Special Topics in Art • V1-5 CR

Allows specialized or in-depth study of a subject supplementing the art curriculum. Topics are announced in the quarterly schedule. May be repeated for a maximum of 15 credits.

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. Slide lecture format.

ART 203

History of Western Art • 5 CR

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

Course Descriptions

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 and ART 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 and 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 and 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 280*

Sculpture • 5 CR

Covers techniques of popular contemporary three-dimensional media, and applies these to individual expressions in three-dimensions. Includes guidance in composition as appropriate to individual expressive needs. Materials include metal (including metal casting), wood, plastics, stone and plaster.

ART 294/295/296/297

Special Topics in Art • V1-5 CR

Allows specialized or in-depth study of a subject supplementing the art curriculum. Topics are announced in the quarterly schedule. May be repeated for a maximum of 15 credits.

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& 100

Survey of Astronomy • 5 CR

Previously ASTR 101 Introduction to Astronomy
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& 100 (prev ASTR 101) or ASTR& 101 (prev ASTR 105) may be taken for credit, not both.

ASTR& 101

Introduction to Astronomy • 6 CR

Previously ASTR 105 Beginning Astronomy
A general, non-math survey of topics in astronomy, including history, solar system, stars, galaxies and cosmology. Includes a weekly lab. Either ASTR& 100 (prev ASTR 101) or ASTR& 101 (ASTR 105) may be taken for credit, not both.



ASTR 199

Individual Studies in Astronomy • V1-5 CR

Allows individual projects related to astronomy or the planetarium. **Prerequisite:** Permission of instructor.

ASTR 201

Selected Topics in Advanced Astronomy • 6 CR

Utilizes hands-on laboratory exercises to address selected topics in advanced astronomy. Topics include the use of telescopes and the methods astronomers use to gather data, the solar system, the evolution of stars, relativity and quantum physics, galaxies and cosmology. Nighttime telescope observing will take place weather permitting. **Prerequisite:** ASTR& 100 (prev ASTR 101) or ASTR& 101 (prev ASTR 105).

ASTR 299

Individual Studies in Astronomy • 1-5 CR

Allows individual projects related to astronomy or the planetarium. May be repeated for a maximum of 15 credits. **Prerequisite:** Permission of instructor.

Basic Science Skills

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.

Biology

Science Division

BIOL& 100

Survey of Biology • 6 CR

Previously BIOL 100 Introductory Biology

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 108

Human Biology • 6 CR

Overview of human body functions, including an introduction to some anatomy and physiology, nutrition and exercise and modern medical advances. This course is intended for non-science majors. Course includes a laboratory. Meets science distribution graduation requirement at BCC.

BIOL 125

Survey of Human Diseases • 5 CR

Examines the pathophysiology, diagnosis and treatment of common and/or emerging human diseases.

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 HOMECEC 130 and NUTR 130. Only one of the three (BIOL 130, HOMECEC 130, NUTR 130) may be taken for credit. **Recommended:** BIOL& 160 (prev 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. Fulfills laboratory science course requirement at BCC.

BIOL& 160

General Biology I • 6 CR

Previously BIOL 101

Introduces major concepts of cell biology, including cell physiology and structure, molecular biology, genetics, and evolution. Course is a prerequisite for professional health-science programs. Format includes laboratory work. Strongly **Recommended:** BASCI 098 or CHEM 100 or CHEM& 121 (prev CHEM 101), or one year of high-school chemistry.

BIOL 162

General Biology II • 6 CR

Previously BIOL 102

Surveys systems and processes, and diversity of living organisms and their environment. Format includes laboratory work.

BIOL 199

Individual Studies in Biology • V1-5 CR

Allow students to investigate special biological phenomena and taxa. May be repeated for a maximum of 15 credits. **Prerequisite:** Permission of instructor.

BIOL& 211

Biology Majors I • 6 CR

Previously BIOL 201 Introductory Biology for Majors I

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& 160 (prev BIOL 101) or CHEM& 161 (prev CHEM 140) or equivalent.

BIOL& 212

Biology Majors II • 6 CR

Previously BIOL 202 Introductory Biology for Majors II

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& 211 (prev BIOL 201).

BIOL& 213

Biology Majors III • 6 CR

Previously BIOL 203 Introductory Biology for Majors III

Third in a three-course sequence for science majors and pre-professional students. Topics include plant anatomy, physiology, evolution, and ecology. **Prerequisite:** BIOL& 211 (prev BIOL 201).

BIOL& 241

Human Anatomy & Physiology I • 6 CR

Previously BIOL 260

Introduces the structure and function of tissues, organs, and systems of the human body. Both BIOL& 241 (prev BIOL 260) and BIOL& 242 (prev BIOL 261) are needed for a complete study of the anatomy and physiology of all human systems. Format includes laboratory work. **Prerequisite:** BIOL& 160 (prev BIOL 101) or BIOL& 211 (prev BIOL 201) with a C or better, or entry code.

BIOL& 242

Human Anatomy & Physiology II • 6 CR

Previously BIOL 261

Continues the study of tissues, organs, and systems of the human body. Both BIOL& 241 (prev BIOL 260) and BIOL& 242 (prev BIOL 261) are needed for a complete study of the anatomy and physiology of all human systems. Format includes laboratory work. **Prerequisite:** BIOL& 241 (prev BIOL 260) with a C or better, or entry code.

BIOL& 260

Microbiology • 6 CR

Previously BIOL 250

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& 160 (prev BIOL 101) or BIOL& 211 (prev BIOL 201) with a C or better or entry code.

**Willard Geer Planetarium
is named for BCC's first
physics instructor.**

Course Descriptions

BIOL 275

Laboratory Methods in Genomics • 6 CR

Introduces the use of laboratory tools and techniques to sequence DNA. Topics covered include DNA structures and gene expression. Emphasis on experimental methods and design. Students learn to think critically about research methodology and scientific investigation. **Prerequisite:** BIOL& 160 (prev BIOL 101) or BIOL& 211 (prev BIOL 201) or permission of instructor.

BIOL 312

Biology of Cancer • 5 CR

Emphasis is on the cellular, genetic, biochemical and environmental aspects of the disease including discussion of the multiple disease nature of cancer, its diagnosis and treatment. Same as RAIT 312. Either BIOL 312 or RAIT 312 may be taken for credit, not both. Recommended **Prerequisite:** BIOL& 160 (prev BIOL 101) or BIOL& 211 (prev BIOL 201)

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. **Prerequisite:** ENGL& 101 (prev ENGL 101) with a C- or better.

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 138 (prev MATH 156) with a C- or better, or entry code.

Business Intelligence

Business Division

BUSIT 101

Effective Decision Making • 3 CR

Introduction to the development of systems designed to capture relevant data from all segments of an enterprise, to organize the data into a coherent structure and provide the means to analyze the data in order to make rational decisions.

BUSIT 105

Multi-Dimensional Analysis I • 5 CR

Introduces the concepts and current methodologies for creating On-Line Analytical Processing (OLAP) databases. Students develop Key Performance Indicators and use hands-on exercises with current server tools to create, process, browse and secure data cubes of various designs. **Prerequisite:** DBA 130 with a C- or better or entry code.

BUSIT 110

Data Warehouse I • 5 CR

Introduces the concepts associated with the development of a data warehouse. Students apply the "Extract, Clean, Conform, and Deliver" process to organizational data and build the dimension and fact tables required in a data warehouse. Current server tools are used in hands-on exercises. **Prerequisite:** BUSIT 105 with a C- or better.

BUSIT 115

Data Mining I • 5 CR

Introduces the computer-assisted process of evaluating enormous sets of data to find previously undiscovered patterns, draw conclusions and then make decisions based on these patterns. Concepts are introduced and hands-on exercises used to apply the concepts using current software tools. **Prerequisite:** BUSIT 105 with a C- or better.

BUSIT 202

Dimensional Modeling • 5 CR

Dimensional modeling has been broadly accepted as the principle technique for data warehouse design. Students use a sequenced series of case studies and hands-on exercises to learn effective design principles for data warehouse development and apply these principles to new situations. **Prerequisite:** BUSIT 105 with a C- or better.

BUSIT 205

Multi Dimensional Analysis II • 5 CR

Concepts and techniques used in BUSIT 105 are expanded upon to create advanced, business-oriented solutions with OLAP databases. Multi Dimensional Expressions (MDX queries) and Extensible Markup Language for Analysis (XMLA) are used to extract data directly and over the web. **Prerequisite:** BUSIT 105 with a C- or better.

BUSIT 209

Data Visualization • 5 CR

Introduces theory and concepts relating to the effective display of data with a focus on quantitative data. Concepts provide the basis for selecting, designing, and presenting graphs based on multi dimensional data. Current tools are used to graph the correct data, alert decision makers to problems, and display data geographically. **Prerequisite:** BUSIT 105 with a C- or better.

BUSIT 210

Data Warehouse II • 5 CR

Students manipulate a data warehouse programmatically, building on the concepts and techniques learned in BUSIT 110. Package storage, execution and configuration are managed using server management tools. Packages are backed-up and restored, and server activity and performance is monitored. **Prerequisite:** BUSIT 110 with a C- or better.

**Learn about BCC's
Business Intelligence
certificate on page 47.**

BUSIT 215

Data Mining II • 5 CR

Expands on the concepts from BUSIT 115 using advanced tools and techniques available from the most current server tools. Students create Relational and OLAP mining models and evaluate the models to validate the accuracy and compare the predictive ability of the models.

Prerequisite: BUSIT 115 with a C- or better.

Business Technology Systems

Business Division

BTS 095

Introduction to On-line Learning • 1 CR

Introduces the basic tools, best practices, learning styles, technology and expectations students encounter in an on-line course.

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:** BTS 101 or equivalent experience recommended.

BTS 105

Beginning Keyboarding: Alphabet Keys • 1 CR

Develops basic skills in keyboarding (touch typing) for the alphabet keys. No previous computer experience necessary.

BTS 106

Beginning Keyboarding: Figure & Symbol Keys • 1 CR

Develops basic skills in keyboarding (touch typing) for figure and symbol keys. No previous computer experience necessary.

BTS 107

Beginning Keyboarding: Keypad & Skillbuild • 1 CR

Develops basic skills in keyboarding (touch typing) for the numeric keypad and enhances skillbuilding speed and accuracy.



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. **Prerequisite:** BTS 161 or equivalent experience and ENGL 092 or 093. Keyboarding skill recommended.

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. **Prerequisite:** BTS 161 or equivalent experience recommended.

BTS 141

Presentation Applications: Beginning • 1 CR

Introduction to beginning features of electronic presentations using the latest version of PowerPoint. Topics include: creating basic slide presentations, selecting template design, formatting and customizing presentations, using clip art viewing and editing slide shows and printing options. **Prerequisite:** Previous computer experience or permission of instructor.

BTS 142

Presentation Applications: Intermediate • 1 CR

Introduction to 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 recommended.

BTS 143

Presentation Applications: Advanced • 1 CR

Introduction to advanced features of electronic presentation using the latest version of PowerPoint. Topics include: special effects, complex animation effects, narration, collaboration features, and Web presentations. **Prerequisite:** BTS 142 recommended.

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 email, schedule appointments and meetings, create and maintain contact lists, create task lists, maintain journals for recording and tracking activities, and create notes and reminders. **Prerequisite:** BTS 161 or equivalent experience recommended.

BTS 145

Internet Basics • 1 CR

Introduction to the basics of the Internet and email 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 151

Spreadsheet Applications: Formulas & Functions • 1 CR

Develops and creates a workbook with formulas and functions using spreadsheet software. **Prerequisite:** BTS 161 or equivalent experience recommended.

BTS 152

Spreadsheet Applications: Charts & Formatting • 1 CR

Develops Workbooks and creates and modifies charts using spreadsheet software. **Prerequisite:** BTS 161 or equivalent experience recommended.

BTS 153

Spreadsheet Applications: Data Lists & Pivot Tables • 1 CR

Develops worksheets and manipulates data lists using pivot tables, pivot charts, filtering, sorting and subtotals using spreadsheet software. **Prerequisite:** BTS 161 or equivalent experience recommended.

BTS 154

Spreadsheet Applications: Links VLookUps & Templates • 1 CR

Develops and creates multiple workbooks with linking VLookup and templates using spreadsheet software. **Prerequisite:** BTS 161 or equivalent experience recommended.

Course Descriptions



BTS 155

Spreadsheet Applications: Advanced Logic Functions • 1 CR

Develops worksheets using nested ifs, and/or functions, countif function and sumif function using spreadsheet software. *Prerequisite:* BTS 161 or equivalent experience recommended.

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. *Prerequisite:* BTS 101 or 104 or equivalent keyboarding experience recommended.

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:* BTS 161 or equivalent experience recommended.

BTS 165

Spreadsheet Applications • 5 CR

Develops beginning through intermediate spreadsheet skills using software such as Microsoft Excel on the personal computer. *Prerequisite:* BTS 161 or equivalent experience recommended.

BTS 168

Database Applications • 5 CR

Develops beginning through intermediate database skills using software such as Microsoft Access on the personal computer. *Prerequisite:* BTS 161 or equivalent experience recommended.

BTS 171

Operating Systems for Advanced Users • 5 CR

Students learn about a current, popular operating system. Topics include customizing, implementing shortcut strategies, using OLE technologies, backing up a hard disk, safe guarding a PC, evaluating system performance, and installing software. *Prerequisite:* BTS 161 or equivalent experience recommended.

BTS 173

Windows Basics • 1 CR

Introduction to Windows operating system and built-in Windows programs.

BTS 174

Windows File & Disk Management Basics • 1 CR

Introduction to the basics of managing, customizing and maintaining files, folders, disks, and display settings using the Windows operating system. *Prerequisite:* BTS 173.

BTS 181

Word Processing - Editing & Formatting • 1 CR

Develops basic skills in word processing applications by creating, editing, and formatting documents. *Prerequisite:* BTS 161 or equivalent experience recommended.

BTS 182

Word Processing - Tables, Columns, & Graphics • 1 CR

Develops advanced skills in word processing applications such as tabs, tables, columns, newsletters, and graphics. *Prerequisite:* BTS 161 or equivalent experience recommended.

BTS 183

Word Processing - Sharing Documents • 1 CR

Develops skills in word processing applications by collaborating and sharing documents using functions such as comments, track changes, mail merge and web tools. *Prerequisite:* BTS 161 or equivalent experience recommended.

BTS 184

Word Processing - Managing Long Documents • 1 CR

Develops skills in managing long documents using functions such as styles, table of contents, footnotes, endnotes, indexes, and cross referencing. *Prerequisite:* BTS 161 or equivalent experience recommended.

BTS 185

Word Processing - Forms & Macros • 1 CR

Develops skills in creating standardized forms and automated documents by using templates, electronic forms and macros. *Prerequisite:* BTS 161 or equivalent experience recommended.

BTS 186

Beginning Desktop Publishing • 5 CR

Introduces desktop publishing using current industry standard applications on the personal computer used primarily in home based or small businesses, including design elements and techniques to produce professional looking newsletters, advertisements, stationery and websites. *Prerequisite:* BTS 161 or equivalent experience recommended.

BTS 187

Desktop Publishing • 5 CR

Introduces desktop publishing using current industry standard applications on the personal computer. Students learn design elements and techniques to produce professional-looking newsletters, advertisements, stationery and websites. *Prerequisite:* BTS 161 or equivalent experience recommended.

BTS 188

Digital Images for Desktop Publishing • 5 CR

Explores current industry standards in digital imaging software and devices to edit, manipulate, and create images for print and web production. Imaging devices include scanners, digital camera, and printers. *Prerequisite:* BTS 161, BTS 186, or CS 110 recommended.

BTS 189

Webpage Authoring Tools • 5 CR

Explores current industry standards in webpage authoring tools with focus on beginning to intermediate features of current webpage authoring and editing tools, and optimizing images for the web. Topics include principles of web design, file management formatting, and managing dynamic web pages. *Prerequisite:* BTS 161 or MEDIA 109 and working knowledge of HTML recommended.

BTS 199

Individual Studies Business Technology Systems • VI-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.

Learn about BCC's Office Manager degree on page 47.

BTS 250

Office Administration • 5 CR

Introduces students to three key areas: computer applications, communication, and career planning. **Prerequisite:** BTS 161 or equivalent experience by permission of instructor.

BTS 265

Spreadsheet Applications: Advanced • 5 CR

Develops advanced spreadsheet skills including application programming using software such as Microsoft Excel on the personal computer. **Prerequisite:** BTS 165.

BTS 268

Database Applications: Advanced • 5 CR

Course covers additional user interface features of a relational database. Advanced Wizards are used to create a user interface. Topics include action queries, macros, modules, switchboards, and startup options. **Prerequisite:** BTS 168.

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 or equivalent experience recommended.

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. **Prerequisite:** BTS 161 or equivalent experience recommended.

BTS 295/296/297

Special Topics in Business Technology Systems • VI-5 CR

Allows study of advanced or specialized business software applications, supplementing the regular courses. **Prerequisite:** BTS 161 or equivalent experience recommended.

Chemistry

Science Division

CHEM 100

Chemical Explorations • 5 CR

Previously CHEM 100 Chemical Concepts

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. Same as CHEM& 105 (prev CHEM 110). Either CHEM 100 or CHEM& 105 (prev CHEM 110) may be taken for credit, not both.

CHEM& 105

Chemical Concepts • 6 CR

Previously CHEM 110 Understanding the Chemistry Around You

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. Same as CHEM 100. Either CHEM& 105 (prev CHEM 110) or CHEM 100 may be taken for credit, not both.

CHEM& 121

Introduction to Chemistry • 6 CR

Previously CHEM 101

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& 131

Introduction to Organic/Biochemistry • 6 CR

Previously CHEM 102

Presents organic chemistry and biochemistry, with emphasis on functional groups, reaction synthesis, and biochemical applications. Format includes lecture, discussion, and laboratory. **Prerequisite:** CHEM& 121 (prev CHEM 101) or permission of instructor.



CHEM& 161

General Chemistry I • 6 CR

Previously CHEM 140 General Inorganic & Physical Chemistry I

First in a three-course chemistry sequence for science and engineering students. The 161/162/163 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& 141 (prev MATH 105) or equivalent and either one year high school chemistry or CHEM& 121 (prev CHEM 101).

CHEM& 162

General Chemistry II • 6 CR

Previously CHEM 150 General Inorganic & Physical Chemistry II

Second in a three-course chemistry sequence for science and engineering students. **Prerequisite:** CHEM& 161 (prev CHEM 140) with a C- or better.

CHEM& 163

General Chemistry III • 6 CR

Previously CHEM 160 General Inorganic & Physical Chemistry III

Third in a three-course chemistry sequence for science and engineering students. **Prerequisite:** CHEM& 162 (prev CHEM 150) with a C- or better.

CHEM 199

Individual Studies in Chemistry • VI-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& 261

Organic Chemistry I • 6 CR

Previously CHEM 231

The first of a three-course series in organic chemistry. The 261/262/263 series covers structure, nomenclature, reactions, and synthesis of organic compounds. Format includes laboratory work. **Prerequisite:** CHEM& 161 (prev CHEM 140) and CHEM& 162 (prev CHEM 150) and CHEM& 163 (prev CHEM 160).

CHEM& 262

Organic Chemistry II • 6 CR

Previously CHEM 232

Second in a three-course organic chemistry sequence. Format includes laboratory work. **Prerequisite:** CHEM& 261 (prev CHEM 231)

Course Descriptions

CHEM& 263

Organic Chemistry III • 6 CR

Previously CHEM 243

Third in a three-course sequence. Continues the lecture and lab component of CHEM& 261 (prev CHEM 231) and CHEM& 262 (prev CHEM 232). Topics include functional groups and biologically important compounds. Format includes laboratory work. **Prerequisite:** CHEM& 262 (prev 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.

Communication Studies

Arts & Humanities Division

CMST& 101

Introduction to Communication • 5 CR

Previously SPCH 100 Basic Principles of Oral Communication

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.

CMST& 102

Introduction to Mass Media • 5 CR

Previously COMM 150

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 AMST 150. Either CMST& 102 (prev COMM 150) or AMST 150 may be taken for credit, not both.

CMST 103

Communication and Culture A • 2 CR

Previously SPCH 103

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, email 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.)

CMST 104

Communication & Culture B • 3 CR

Previously SPCH 104

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, email 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.)

CMST 112

Video Foundations • 5 CR

Previously COMM 112

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. Same as VIDEO 112. Either CMST 112 (prev COMM 112) or VIDEO 112 may be taken for credit, not both. **Prerequisite:** MEDIA 109 at BCC with a C- or better.

CMST 115

Visual Storytelling • 5 CR

Previously COMM 115

Provides an introduction to key digital storytelling principles and message design for the interactive, rich media environments of the 21st Century. Covers these principles through an examination of media history, architecture, comics, theatre, cinema, visual language, information design, storytelling, and videogames. **Prerequisite:** ENGL& 101 (prev ENGL 101) recommended.

CMST 119

History of Animation • 5 CR

Previously COMM 119

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.

CMST 120

History of Cinema 1880 to 1945 • 5 CR

Previously COMM 120

Course examines the historical origins of cinema from 1880 to 1945, including the developments in film making from Europe, to Russia to Hollywood. Course looks at the different uses of and roles played by film including the use of movies as ideological tools. **Recommended:** ENGL& 101 (prev ENGL 101) and completion of any CMST Theory course.

CMST 121

Exploring the Documentary Film • 5 CR

Previously CMST 121

Examines the theory, practice, history and ethics of documentary film making.

CMST 131

Exploring the Digital Future • 5 CR

Previously COMM 101

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.

CMST 132

Techniques & Technology of Propaganda • 5 CR

Previously COMM 102

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.

CMST 133

Media & Messages • 5 CR

Previously COMM 103

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.

CMST 134

Multicultural Media Messages • 5 CR

Previously COMM 104

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.

For more info about Common Course Numbering, visit www.bellevuecollege.edu/ccn.

CMST 136

Writing for the World Wide Web • 5 CR

Previously COMM 106

Introduces the cognitive and creative tools needed to create text for the World Wide Web. Students practice new styles of writing for non-linear media. **Recommended:** BTS 109 or ENGL& 101 (prev ENGL 101).

CMST 138

Media/Digital Law & Ethics • 5 CR

Previously COMM 108

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.

CMST 141

Introduction to Media Writing • 5 CR

Previously COMM 141

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 write regularly for the BCC student newspaper, The Jibsheet. Either CMST 141 (prev COMM 141) or ENGL& 101 (prev ENGL 101) meet a written communication course requirement at BCC. **Prerequisite:** Placement by assessment into ENGL& 101 (prev ENGL 101) or ENGL 092 or 093 with a C- or better, or entry code.

CMST 143

Editing Techniques • 3 CR

Previously COMM 143

Applies the techniques and responsibilities of newspaper editing. Students practice copy reading and headline writing. Requires additional time outside class. **Prerequisite:** CMST 141 (prev COMM 141) or ENGL& 101 (prev ENGL 101) or entry code.

CMST 144

Newspaper Design • 3 CR

Previously COMM 144

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:** CMST 141 (prev COMM 141) or ENGL& 101 (prev ENGL 101) or entry code.



CMST 145

Advertising Staff • 3 CR

Previously COMM 145

Covers typography, paste-up, design, and sales. Students gain practical experience working on student newspaper. Requires additional time outside class.

CMST 146

News Staff • 3 CR

Previously COMM 146

Continues CMST 141 (prev COMM 141) 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.

CMST 161

Basic Broadcasting • 5 CR

Previously COMM 161

Develops skills in announcing and audio operations. Students review radio history and regulations and get an introduction to commercials, news, production, and station organization.

CMST 163

Radio Operations: Announcing/Production • 5 CR

Previously COMM 163

Develops broadcast voice and production skills. Students practice tape editing and mixing and develop production values through class projects. **Prerequisite:** CMST 161 (prev COMM 161) and permission of instructor.

CMST 195

Special Topics in Communication • V1-10 CR

Previously SPCH 195 Special Topics in Speech

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.

CMST 201

History of Communication • 5 CR

Previously COMM 201

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.

CMST 202

Survey of Speech Communication • 5 CR

Previously SPCH 202

Introduces a variety of communication processes to give a basic understanding of speech communication. Students explore interpersonal, small group, and intercultural communication. Same as SPCH 102 and SPCH 202.

CMST& 210

Interpersonal Communication • 5 CR

Previously SPCH 200

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.

CMST 216

Scripting for Film, Video, & Multimedia • 5 CR

Previously COMM 216

Students learn the mechanics and format used for film and television as well as the writer's job in pre-production and production. In addition, students are introduced to non-linear writing for new interactive multimedia technologies. **Prerequisite:** CMST 141 (prev COMM 141) or ENGL& 101 (prev ENGL 101) or ENGL& 235 (prev ENGL 270) ENGL 271 or ENGL 272 or equivalent English course at another college with a C- or better, or an entry code.

CMST& 220

Public Speaking • 5 CR

Previously SPCH 220 Introduction to Public Speaking

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.

Course Descriptions

CMST& 230

Small Group Communication • 5 CR

Previously SPCH 225

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.

CMST 240

Oral Interpretation of Literature • 5 CR

Previously SPCH 240

Course focuses on the study of literature through analysis, performance, storytelling, writing, and discussion. Students examine a variety of literature that explores the human social condition and the complex relations among individuals, community, and culture. **Recommended:** ENGL& 101 (prev ENGL 101) or ENGL 201 or ENGL& 235 (prev ENGL 270) or ENGL 271 or ENGL 272.

CMST 241

News Features & Magazine Writing • 5 CR

Previously COMM 241

Intended for intermediate writers to focus on non-fiction writing for magazine, newspaper investigative features, and online publication. Covers research and interview techniques, editing and revision, and strategies for “pitching” and perfecting articles for publication. **Prerequisite:** CMST 141 (prev COMM 141) or ENGL& 101 (prev ENGL 101) with a C- or better or entry code.

CMST 245

Practicum in Journalism • 5 CR

Previously COMM 245

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 Studies Program. **Prerequisite:** Permission of instructor.

CMST 260

Art of Cinematography & Lighting • 5 CR

Previously COMM 260

Covers the aesthetics of lighting to create mood, intensify drama and enhance the visual narrative.

CMST 261

Radio News Broadcasting • 5 CR

Previously COMM 261

Covers writing, editing, producing, and delivering news for radio. **Prerequisite:** CMST 141 (prev COMM 141) and CMST 161 (prev COMM 161) or permission of instructor.

CMST 266

Practicum in Broadcasting • 5 CR

Previously COMM 266

Provides work experience in a local broadcast outlet. May be repeated for a maximum of 10 credits. **Prerequisite:** CMST 161 (prev COMM 161) or entry code.

CMST 280

Intercultural Communication • 5 CR

Previously SPCH 230

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.

CMST 285

Nonverbal Communication • 5 CR

Previously SPCH 285

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.

CMST 291

Making Movies • 5 CR

Previously COMM 291

Students work together creating a dramatic motion picture, gain experience in pre-production and production work, and work as part of a crew documenting the making of the dramatic piece. Students receive a copy of the finished work. **Recommended:** CMST 216 (prev COMM 216).

CMST 294/295/296/297

Special Topics in Communication • V1-10 CR

Previously COMM 294/295/296/297

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.

CMST 299

Special Projects in Communication • V1-5 CR

Previously COMM 299

Covers individual projects in broadcasting, journalism, and advertising, which complement a student's work in other communications courses. May be repeated for a maximum of 15 credits. **Prerequisite:** Permission of instructor.

CMST 330

Intercultural Communication for the Professional • 5 CR

Previously SPCH 330

Examines how a professional practitioner may positively engage in oral communication with a culturally dissimilar client or person in a variety of contexts. Students practice intercultural communication strategies and skills. **Prerequisite:** Acceptance to the program or permission of instructor.

Computer Science -Transfer

Business Division

CS 101

Technology & Computer Science • 5 CR

Introduces concepts of computer science through development of fluency in modern technology, while offering students an opportunity to increase skills in a variety of information systems. Computer lab work includes operation of computers on networks, programming fundamentals, logical reasoning, web searching, multimedia applications, basic spreadsheets, and database manipulation. **Prerequisite:** MATH 098 or higher.

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& 141 (prev 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 250

Management Information Systems • 5 CR

Provides basic concepts of information technology in modern business. Topics include data warehouses, decision support systems, electronic commerce, systems development, and risk management. Labs introduce intermediate spreadsheet and database applications in a networked environment. **Prerequisite:** CS 110 or equivalent.

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. May be repeated for a maximum of 15 credits. **Prerequisite:** Permission of instructor.

Dance

Arts & Humanities Division

See Theatre Arts.

Database Administration

Business Division

DBA 130

Database Theory • 5 CR

Develops in-depth understanding of database concepts and terminology, emphasizing the relational databases model. Understanding 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 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 (prev ENGL 101) or ENGL 092 or 093 with a C- or better.

DBA 233

Advanced Database Administration • 5 CR

Provides students with advanced concepts and hands-on practice in database administration. Topics include: creating and managing indexes, multi-user issues (locks, data integrity), replication, data warehousing, data analysis services, advanced Data Transformation Services, full text search and English query. **Prerequisite:** DBA 232 with a C- or better or entry code.

DBA 294/295/296/297

Special Topics in Database Administration • V1-10 CR

Allows specialized or in-depth study of a subject related to database administration. Topics are announced in the quarterly schedule. May be repeated for a maximum of 15 credits of different topics. **Prerequisite:** Permission of instructor.

DBA 299

Individual Studies in Database Administration • 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.

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 together. May be repeated for a maximum of 15 credits. **Prerequisite:** Placement by assessment.

DEVED 062

Strategies-Learning English: 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 coordinate 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.

DEVED 094/095/096/097

Special Topics in Developmental Education • V1-10 CR

Students at the basic skills level study topics in combination with ABE classes for transition to vocational or academic classes or to develop work skills. **Prerequisite:** Permission of program chair or instructor.

Diagnostic Ultrasound

Health Sciences, Education & Wellness Institute

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& 241 (prev BIOL 260) and BIOL& 242 (prev BIOL 261) and acceptance into program or permission of program chair.

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 or permission of program chair.

BCC transfers more students to bachelor's degree-granting institutions than any other Washington community college.

Course Descriptions



DUTEC 107 **Human Cross-Sectional 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 or permission of program chair.

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 DUTEC 106 and acceptance into program or permission of program chair.

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, and DUTEC 106 and DUTEC 112 and acceptance into program or permission of program chair.

DUTEC 120 **Ultrasound II: Obstetrics & Gynecological Tech • 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 Parts/ Intraoperative Tech • 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 or permission of program chair.

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 or permission of program chair.

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 Tech • 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 or permission of program chair.

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 DUTEC 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, DUTEC 220, and DUTEC 230.

DUTEC 250

Ultrasound Physics for Mammographers • 3 CR

Covers acoustical physics, including the concepts and principles of sound transmission, and the utilization of high frequency sound to produce images for diagnostic purposes. **Prerequisite:** Acceptance into program; or permission of program chair.

DUTEC 251

Breast Ultrasound for Mammographers • 3 CR

Reviews anatomy and physiology of the breast. Includes orientation to cross-sectional imaging of the breast, correlation with mammographic images, and characterization of normal and abnormal findings from a sonographic viewpoint. **Prerequisite:** DUTEC 250 or permission of Program Chair.

DUTEC 252

Ultrasound Equipment/Knobology for Mammographers • 2 CR

Introduces the ultrasound system. Includes detailed descriptions of essential parts of the ultrasound system using a variety of ultrasound machines, classroom demonstrations of system operations and technique, and some practice on the systems. **Prerequisite:** DUTEC 251 or permission of Program Chair.

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 • 1-12 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.

Digital Media Arts

Business Division

Please see

Animation & Graphics
Gaming
Media
Video
Web Multimedia

Drama

Arts & Humanities Division

See Theatre Arts.

Early Learning & Teacher Education

Health Sciences, Education & Wellness Institute

ECED 132

Techniques for Teaching child with special needs • 5 CR

Overviews information concerning the systematic instruction of children with special needs, including methods for inclusion. 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 children with special needs 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 children with special needs 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 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

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, childcare centers, Head Start agencies, kindergartens, and elementary schools.

ECED 172

Learning Environments & Social Relationships • 5 CR

Presents materials, methods, and professional practices of the early childhood curriculum. Includes the planning and preparation of the learning environment, the selection of appropriate equipment and materials, and the teachers and learners' role in the learning process. Also addresses positive child guidance. Includes active participation in an early childhood setting.

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.



Course Descriptions

ECED 180

Connecting with Infants & Toddlers • 4 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 EC 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

Musical Experiences for Young Children • 3 CR

Presents developmentally appropriate musical activities with emphasis on movement, songs, and simple dances. Students learn basic skills on simple musical instruments. Format includes lecture, discussion, and participation.

ECED 191

Early Childhood Education Practicum I • 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 hours of directed participation per week in the educational setting. *Prerequisite:* Conversational English, completion of one or more early childhood education courses, and permission of instructor.

ECED 192

Early Childhood Education Practicum II • 5 CR

Focuses on planning, implementing, and evaluating curriculum for young children. Related topics include lesson planning, environmental arrangement, the appropriate use of materials and tools, and making positive connections with young children and their families. Format includes nine hours per week of supervised laboratory participation. *Prerequisite:* ECED 191, conversational English, completion of one or more early childhood education courses, and permission of instructor.

ECED 193

Early Childhood Practicum III • 3 CR

Students identify an area of concentration to develop and implement a related research project with practical application to an early childhood education setting. Includes 669 hours participation in the early childhood setting. *Prerequisite:* ECED 191 and 192, 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.

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

Family & Community Involvement • 3 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

Early Childhood Curriculum • V1-5 CR

Explores developmentally appropriate curriculum in early childhood education. Students learn through lecture, on-site observations and participation, demonstration, videos/DVDs, 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 Early Childhood Education fields. *Prerequisite:* ECED 206 recommended.

ECED 275

Portfolio II: Early Childhood Education Majors • 1-3 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.

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& 201 (prev ECON 201) or ECON& 202 (prev ECON 200) rather than ECON 100.

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& 201 **Microeconomics • 5 CR**

Previously ECON 201 Introduction to Economics: Microeconomics

Investigates the responses of individual economic agents to incentives. This course provides the framework for analyzing simple models of choices for individual markets and industries within a mixed economy. The structure and outcomes of the basic model can then be modified to analyze a variety of market structures and be used to address a range of social issues, using the common policy goals of efficiency and equity. *Recommended:* 30 prior college credits.

ECON& 202 **Macroeconomics • 5 CR**

Previously ECON 200 Introduction to Economics: Macroeconomics

Presents major theories of business cycles and economic growth. Students examine economic policies aimed "at price stability" 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 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 (prev 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.

ECON 315 **Economics of Healthcare • 5 CR**

Covers the principles of micro and macroeconomics as applied to the healthcare industry. Examines how healthcare demand differs from that of other goods. Major topic areas include identifying and measuring the cost and benefit of marketing and government solutions to various healthcare issues, the role risk plays in the demand for and supply of health insurance, the incorporation of general healthcare, medical care, government policies and health insurance in determining impacts on private profit and social economic well-being. *Prerequisite:* Acceptance to the program or permission of the instructor.

Education

Health Sciences, Education & Wellness Institute

EDUC& 114 **Child Development • 3 CR**

Previously EDUC 256

Studies the physical, social, and emotional development of the child from infancy to adolescence.

EDUC 150 **Language & Literacy Development • 3 CR**

Students learn strategies for fostering language and literacy development during the early childhood years, birth through age eight, to become knowledgeable about resources available to support language and literacy competence in young children.

Children of BCC students (6 credits or more) receive priority admission to the Early Learning & Childcare Center.

Course Descriptions

EDUC 190

Working as a Paraeducator • 5 CR

Focuses on the roles, responsibilities, and tasks expected of paraeducators. Content includes Washington State Core Competencies one through seven for paraeducators. Sequence and milestones of human development, values, ethics, communication, and positive behavior support are covered. Requires 30 hours of classroom participation working with children with disabilities. **Prerequisite:** ECED 171 or EDUC& 205 (prev EDUC 110).

EDUC& 204

Exceptional Child • 5 CR

Previously ECED 131 Orientation to the Child with Special Needs

Examines the educational, social, and developmental patterns of the child with special needs. Students explore the impact of disabilities on the children, their families, and on their futures. Format includes lecture and participation.

EDUC& 205

Introduction to Education • 5 CR

Previously EDUC 110

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. **Prerequisite:** ENGL 201 or permission of instructor.

EDUC 240

Culture & Human Diversity in Education • 3 CR

Focus on concepts, theories, and strategies that constitute major dimensions of a culturally relevant anti-bias curriculum for early childhood and elementary education classrooms.

The Parent Education Program helps more than 2,000 parents each year.

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 • V1-5 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.

Electroneurodiagnostic Technologist

Health Sciences, Education & Wellness Institute

ENDT 150

Biomedical Electronics I • 4 CR

Covers electronic concepts and electrical connections including grounding and electrical and patient safety. **Prerequisite:** HPRO 100 and HPRO 105 and HPRO 125 and HPRO 130 and MATH& 141 (prev MATH 105) or higher.

ENDT 151

Introduction to EEG • 4 CR

Provides and introduction to electroencephalogram (EEG) theory, with emphasis on instrumentation, testing protocol and major disorders for which EEG is diagnostically useful. **Prerequisite:** HPRO 100 and HPRO 105 and HPRO 125 and HPRO 130 and MATH& 141 (prev MATH 105) or higher.

ENDT 152

Basic Electroneurodiagnostic Skills • 4 CR

Examines the theory, practical application, and clinical procedures germane to the electroneurodiagnostic (END) department. Focus placed on hospital orientation, job competency professional growth, and interpersonal communications with staff and patients. **Prerequisite:** HPRO 100 and HPRO 105 and HPRO 125 and HPRO 130 and MATH& 141 (prev MATH 105) or higher.

ENDT 153

Applied Neurophysiology • 5 CR

Provides and introduction to central nervous system. Emphasis on conduction pathways, anatomy, and blood supply, survey of neurotransmitters, pharmacology and current research. **Prerequisite:** ENDT 151 and ENDT 152 required. HPRO 134 recommended.

ENDT 154

Intermediate EEG • 4 CR

Expands the study of neurological and neurophysiological medicine. Includes studies in cerebrovascular and central nervous system lesions, metabolic and infectious disease, trauma and congenital and pediatric disorders. **Prerequisite:** ENDT 151 and ENDT 152 required. HPRO 134 recommended.

ENDT 155

Intermediate EEG Skills I • 2 CR

Students focus on clinical application of electroencephalogram (EEG) and patient interaction in laboratory setting. **Prerequisite:** ENDT 150 and ENDT 151 and ENDT 152.

ENDT 156

Intermediate EEG Skills II • 2 CR

Placement of students in a clinical setting to apply the principles of electroencephalogram (EEG) operations, with emphasis on actual patient testing. **Prerequisite:** ENDT 151 and ENDT 152.

ENDT 157

Intermediate EEG Skills III • 2 CR

Placement of students in a clinical setting with focus on application of electroencephalogram (EEG) frequencies and tracing with emphasis on independent testing. **Prerequisite:** ENDT 151 and ENDT 152.

ENDT 158

Applied Evoked Potentials • 4 CR

Theory and recording techniques including data analysis of electrical activity of the nervous system, as elicited by using selected physical stimuli (evoked potentials) and concepts of signal averaging. Overview of BAER, VER, and SSEP tests. **Prerequisite:** ENDT 153 and ENDT 154 and ENDT 155 and ENDT 156 and ENDT 157.

ENDT 159

Advanced EEG • 4 CR

Provides a comprehensive, advanced study of neurological and neurophysiological medicine. It includes studies in cerebrovascular and central nervous system lesions, metabolic and infectious disease, trauma and congenital and pediatric disorders. **Prerequisite:** ENDT 153 and ENDT 154 and ENDT 155 and ENDT 156 and ENDT 157.

ENDT 160

Advanced EEG Skills I • 2 CR

Provides an introduction to clinical skills in specialized and/or advanced electroneurodiagnostic techniques. **Prerequisite:** ENDT 153 and ENDT 154 and ENDT 155 and ENDT 156 and ENDT 157.

ENDT 161

Advanced EEG Skills II • 2 CR

Placement of students in a clinical setting to demonstrate the application of major modalities of evoked potential testing. Specialized testing and competency are stressed. ENDT 153 and ENDT 154 and ENDT 155 and ENDT 156 and ENDT 157.

ENDT 162

Advanced EEG Skills III • 2 CR

Provides a clinical introduction to evoked potentials, intraoperative monitoring, and polysomnography. **Prerequisite:** ENDT 157.

English Language Institute University Preparation

Arts & Humanities Division

ELIUP 031

Writing Level I • 4.5 CR

Introduction and practice of sentence structure, question patterns, verb tenses, and parts of speech. Students practice academic and creative writing assignments focusing on the sentence, and learn and practice the writing process. Course is linked with ELIUP 032. **Prerequisite:** Acceptance to the ELI program.

ELIUP 032

Grammar Level I • 4.5 CR

Introduction to and practice of sentence structure, question patterns, verb tenses, and parts of speech. Course is linked with ELIUP 031. **Prerequisite:** Acceptance to the ELI program.

ELIUP 033

Reading I • 4.5 CR

Students learn to scan, locate specific information, improve comprehension, make connections between sounds and letters, build vocabulary, and use a dictionary. **Prerequisite:** Acceptance to the ELI program.

ELIUP 034

Speaking & Listening I • 4.5 CR

Students learn and practice using grammatical language in everyday situations, give and follow directions, ask for clarification, and apply appropriate vocabulary. Minimal pairs, intonation patterns and present and past tense verb endings are emphasized. **Prerequisite:** Acceptance to the ELI program.

ELIUP 041

Writing Level II • 4.5 CR

Students learn and practice more difficult sentence structures, verb tenses, modals, comparatives, adverbs of manner, and the usage of determiners and modifiers with nouns. Writing instruction emphasizes organization, transitions, examples and details, and topic sentences. Students begin to develop paragraphs. Course is linked with ELIUP 042. **Prerequisite:** Acceptance to the ELI program.

ELIUP 042

Grammar Level II • 4.5 CR

Students learn and practice more difficult sentence structures, verb tenses, modals, comparatives, adverbs of manner, and the usage of determiners and modifiers with nouns. Course is linked with ELIUP 041. **Prerequisite:** Acceptance to the ELI program.

ELIUP 043

Reading II • 4.5 CR

Students learn and practice scanning, skimming, locating main ideas, making basic inferences based on given information. In addition, they build passive and active vocabularies, guess vocabulary from context, and develop study skills. **Prerequisite:** Acceptance to the ELI program.

ELIUP 044

Speaking & Listening II • 4.5 CR

Continuation of work begun in Level 1. Students improve their ability to express themselves in formal and informal situations. There is a balance between speaking and listening during class. **Prerequisite:** Acceptance to the ELI program.

ELIUP 051

Writing Level III • 4.5 CR

Students master control of basic verb tenses in increasingly advanced intermediate level sentences and situations. They identify and produce accurate compound and complex sentences using passive, pronouns, and modals. Students apply the process of writing to paragraphs, mastering narrative, descriptive and expository modes. Greater accuracy of syntax and grammar are expected. Course is linked with ELIUP 052. **Prerequisite:** Acceptance to the ELI program.

ELIUP 052

Grammar Level III • 4.5 CR

Students master control of basic verb tenses in increasingly advanced intermediate level sentences and situations. They identify and produce accurate compound and complex sentences using passive, pronouns, and modals. Course is linked with ELIUP 051. **Prerequisite:** Acceptance to the ELI program.



ELIUP 053

Reading III • 4.5 CR

Students develop and practice comprehensive and critical reading skills including skimming, scanning, vocabulary development, etc. Identifying the author's main point of view and expressing an opinion about the passage are also emphasized. Study skills include finding materials in the library and interpreting graphs and tables. **Prerequisite:** Acceptance to the ELI program.

ELIUP 054

Speaking & Listening III • 4.5 CR

Students are introduced to oral presentation and begin acquiring and using analysis, organizational, and synthesis skills. Increasingly difficult oral proficiency skills are taught and practiced, including pronunciation. Students take notes, demonstrate eye contact and summarize orally. **Prerequisite:** Acceptance to the ELI program.

ELIUP 061

Integrated Skills IV • 4.5 CR

Course emphasizes academic writing skills, including formal instruction in sentence level expression (grammar). Assigned writing tasks are varied with an emphasis on timed writing and revision. Course is linked with ELIUP 062. **Prerequisite:** Acceptance to the ELI program.

ELIUP 062

Reading IV • 4.5 CR

Course emphasizes academic reading skills. Assigned reading includes a variety of lengths, styles, and levels of difficulty. Course is linked with ELIUP 061. **Prerequisite:** Acceptance to the ELI program.

ELIUP 063

Read and React IV • 4.5 CR

Emphasizes reading, related discussion, and critical thinking. Lengthy pieces of fiction and non-fiction are read, interpreted, evaluated and discussed. **Prerequisite:** Acceptance to the ELI program.

Course Descriptions

ELIUP 064

Speaking & Listening IV • 4.5 CR

Students develop their skills using lectures, presentations, and assigned readings. Oral presentation practice and development are featured. Listening skills include identifying mood and tone, anticipation of topics etc. **Prerequisite:** Acceptance to the ELI program.

ELIUP 065

Advanced Grammar • 4.5 CR

Students learn and practice advanced grammar constructions in both oral and written communication. Emphasis is on self-correction and practice with authentic language. **Prerequisite:** Acceptance to the ELI program.

ELIUP 066

American Culture • 4.5 CR

Students learn about and discuss values, assumptions, communication styles, behavior, and other aspects of cultural and ethnic diversity, concentrating specifically on American culture. **Prerequisite:** Acceptance to the ELI program.

ELIUP 067

English Through Film • 4.5 CR

Students increase their communication skills by viewing, discussing and thinking critically about films. **Prerequisite:** Acceptance to the ELI program.

ELIUP 068

Pronunciation & Accent Reduction • 4.5 CR

Students learn and practice specific difficult sounds, proper mouth position, stress, intonation, and rhythm, and how to assess and improve their own pronunciation. **Prerequisite:** Acceptance to the ELI program.

ELIUP 069

TOEFL Preparation • 4.5 CR

Students improve their test-taking skills, practice taking the TOEFL, and improve their listening comprehension, structure, and reading skills by focusing on specific TOEFL-type exercises. **Prerequisite:** Acceptance to the ELI program.

ELIUP 070

Vocabulary, Slang, & Idioms • 4.5 CR

Students learn and practice using a variety of techniques to increase their knowledge of English Vocabulary, including slang and idioms. Emphasis is on memorization of words, word parts, and inferring meaning from context. **Prerequisite:** Acceptance to the ELI program.

ELIUP 071

Integrated Skills V • 4.5 CR

Course emphasizes academic writing skills, including formal instruction in sentence level expression (grammar). Assigned writing tasks are varied with an emphasis on timed writing and revision. Course is linked with ELIUP 072. **Prerequisite:** Acceptance to the ELI program.

ELIUP 072

Reading V • 4.5 CR

Course emphasizes academic reading skills. Assigned reading includes a variety of lengths, styles, and levels of difficulty. Course is linked with ELIUP 071. **Prerequisite:** Acceptance to the ELI program.

ELIUP 073

Read & React V • 4.5 CR

Emphasis is on authentic material at a high level. Students read, interpret, evaluate, and discuss adult/college level fiction or non-fiction. **Prerequisite:** Acceptance to the ELI program.

ELIUP 074

Exploring Contemporary Issues • 4.5 CR

Course integrates instruction in speaking and listening skills through the exploration of contemporary topics. High interest topics are selected and current articles, videos and/or guest speakers are used to introduce new language and improve students' skills. Students work in teams to "present" their topics in class. **Prerequisite:** Acceptance to the ELI program.

ELIUP 080

Academic Preparation • 4.5 CR

Students learn and practice critical thinking, study skills, research techniques, and listening, speaking, reading, and writing in the content areas. **Prerequisite:** Acceptance to the ELI program.

ELIUP 094/095/096/097

Special Topics in Intensive ESL • 1-10 CR

Covers additional topics in combination with English as a Second Language classes to help students achieve goals related to specific academic or vocational interests. **Prerequisite:** Permission of program chair.

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& 142 (prev MATH 120) or permission of instructor.

ENGR& 114

Engineering Graphics • 4 CR

Previously ENGR 123

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 098 or 099.

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& 162 (prev 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& 114 (prev 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.

**BCC has over 1,200
international
students each
year, representing
approximately
80 countries.**



ENGR& 204 Electrical Circuits • 4 CR

Previously ENGR 215

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:** MATH 238 and PHYS 122.

ENGR& 214 Statics • 4 CR

Previously ENGR 210

Explores principles of statics, vector algebra, force-couple relationships, equilibrium analysis, structures, area properties, beams, and friction. **Prerequisite:** ENGR 111 or MATH& 153 (prev MATH 126) or PHYS 121.

ENGR& 215 Dynamics • 4 CR

Previously ENGR 200

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& 214 (prev ENGR 210).

ENGR& 224 Thermodynamics • 4 CR

Previously ENGR 260

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& 162 (prev CHEM 150) and MATH& 152 (prev MATH 125).

ENGR& 225 Mechanics of Materials • 4 CR

Previously ENGR 220 Introduction to Mechanics of Materials

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& 214 (prev ENGR 210).

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.

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 • V2-5 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 • V1-5 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. Course is graded credit/no credit. **Prerequisite:** Placement by assessment into 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 English Composition I • 5 CR

Previously ENGL 101 Written Expression

Develops clear, effective writing skills and emphasizes writing as a process. Students practice writing in a variety of forms and modes. CMST 141 (prev COMM 141) or ENGL& 101 (prev ENGL 101) meet 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.

Course Descriptions



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 I • 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 II • 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& 111 Introduction to Literature • 5 CR

Previously ENGL 130

Surveys the major literary genres: poetry, drama, and fiction. **Recommended:** ENGL& 101 (prev ENGL 101) placement or higher.

ENGL& 112 Introduction to Fiction • 5 CR

Previously ENGL 112 Reading Fiction

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& (prev ENGL 101) placement or higher.

ENGL& 113 Introduction to Poetry • 5 CR

Previously ENGL 110 Reading Poetry

Introduces the style, structure, and techniques of poetry. Students read, analyze, and interpret works of major poets. **Recommended:** ENGL& 101 (prev ENGL 101) placement or higher.

ENGL& 114 Introduction to Drama • 5 CR

Previously ENGL 111 Reading Drama

Introduces drama as literature, emphasizing conventions, styles, and techniques. Students read, analyze, and interpret works of traditional and modern playwrights. **Recommended:** ENGL& 101 (prev ENGL 101) placement or higher.

ENGL 115 The Film as Literature • 5 CR

Previously ENGL 114

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 (prev ENGL 101) placement or higher.

ENGL 131 Introduction to Literature II • 5 CR

Surveys the major literary genres: poetry, drama, and fiction. **Recommended:** ENGL& 101 (prev ENGL 101) placement or higher.

ENGL 180 Critical Reading in the Humanities Lab • VI-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 (prev 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:** CMST 141 (prev COMM 141) or ENGL& 101 (prev ENGL 101) 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 (prev 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 (prev ENGL 101) or ENGL 201, or a literature course in the 100 series.

ENGL 219 World Literature I • 5 CR

Course explores major themes and ideas found in the literature of a specific culture, region or ethnic group. Selected literature promotes historical, cultural and philosophical understanding of the material on its own terms and in relation to a larger body of literature. **Prerequisite:** ENGL& 101 (prev ENGL 101) and any 100 level literature course recommended.

ENGL 220

World Literature II • 5 CR

Explores additional major themes and ideas found in the literature of specific culture, region or ethnic group. Selected literature promotes historical, cultural and philosophical understanding of the material on its own terms and in relation to a larger body of literature. **Prerequisite:** ENGL 219. ENGL& 101 (prev ENGL 101) and any 100 level literature course recommended.

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 (prev ENGL 101) or ENGL 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 (prev ENGL 100) or ENGL 201 or a literature course in the 100 series.

ENGL& 224

Shakespeare I • 5 CR

Previously ENGL 231 Introduction to Shakespeare I

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 (prev ENGL 101) or ENGL 201 or a literature course in the 100 series.

ENGL& 225

Shakespeare II • 5 CR

Previously ENGL 232 Introduction to Shakespeare II

Continues ENGL& 224 (prev ENGL 231) examining additional comedies, tragedies, and histories. **Recommended:** ENGL& 101 (prev ENGL 101) or ENGL 201 or a literature course in the 100 series.

ENGL 226

Literature & Current Issues I • 5 CR

Explores major themes and ideas found in literature framed by a selected current social issue. Selected literature will present the issue from a variety of perspectives and promote a historical, cultural and philosophical understanding of the material on its own terms and in relation to a larger body of literature. **Prerequisite:** ENGL& 101 (prev ENGL 101) and any 100 level literature course recommended.

ENGL 227

Literature & Current Issues II • 5 CR

Explores additional themes and ideas found in literature framed by a selected current social issue. Selected literature will present the issue from a variety of perspectives and promote a historical, cultural and philosophical understanding of the material on its own terms and in relation to a larger body of literature. **Prerequisite:** ENGL 226. ENGL& 101 (prev ENGL 101) and any 100 level literature course recommend.

ENGL 228

Historical Perspectives in Literature I • 5 CR

Previously ENGL 224

Explores major themes and ideas found in the literature of a specific historical period. Selected literature will promote historical, cultural and philosophical understanding of the material on its own terms and in relation to a larger body of literature. **Prerequisite:** ENGL& 101 (prev ENGL 101) and any 100 level literature course recommended.

ENGL 229

Historical Perspectives in Literature II • 5 CR

Previously ENGL 225

Explores additional themes and ideas found in the literature of a specific historical period. Selected literature will promote historical, cultural and philosophical understanding of the material on its own terms and in relation to a larger body of literature. **Prerequisite:** ENGL 228 (prev ENGL 224) or ENGL& 101 (prev ENGL 101) and any 100 level literature course recommended.

ENGL& 235

Technical Writing • 5 CR

Previously ENGL 270 Professional Report Writing

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:** CMST 141 (prev COMM 141) or ENGL& 101 (prev ENGL 101) with a C- or better or entry code.

ENGL 237

Writing Fiction I • 5 CR

Previously ENGL 233

Focuses on the craft of the short story. Covers plot, scene, character, dialogue, voice and tone. Students write and critique short fiction and read the work of established short story writers. Suitable for beginning or advanced writers. **Recommended:** ENGL& 101 (prev ENGL 101) placement or higher.

ENGL 238

Writing Fiction II • 5 CR

Previously ENGL 234

Continuation of ENGL 237 (prev ENGL 233). **Prerequisite:** ENGL 237 (prev ENGL 233) with a C- or better, or entry code.

ENGL 239

Writing Fiction III • 5 CR

Previously ENGL 235

Continuation of ENGL 238 (prev ENGL 234). **Prerequisite:** ENGL 238 (prev ENGL 234 with a C- or better or entry code.

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 (prev ENGL 101) or ENGL 201 or a literature course in the 100 series.

ENGL& 244

American Literature I • 5 CR

Previously ENGL 267 American Literature: Beginnings Through Civil War

Surveys the early American literary scene. Authors and works vary, but typically include Edwards, Franklin, Thoreau, Hawthorne, and Melville. **Recommended:** ENGL& 101 (prev ENGL 101) or ENGL 201 or a literature course in the 100 series.

ENGL& 245

American Literature II • 5 CR

Previously ENGL 268 American Literature Civil War to End of World War I

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 (prev ENGL 101) or ENGL 201 or a literature course in the 100 series.

ENGL& 246

American Literature III • 5 CR

Previously ENGL 269 American Literature End of World War I to Present

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 Pynchon. **Recommended:** ENGL& 101 (prev ENGL 101) or ENGL 201 or a literature course in the 100 series.

Course Descriptions

ENGL 247

Writing Poetry I • 5 CR

Previously ENGL 243

Focuses on the craft of poetry. Covers rhythm, image (simile, metaphor, symbol), voice, tone, and open and traditional forms. Students write and critique poetry and read the work of established poets. Suitable for beginning or experienced poets. **Recommended:** ENGL& 101 (prev ENGL 101) placement or higher.

ENGL 248

Writing Poetry II • 5 CR

Previously ENGL 244

Continuation of ENGL 247 (prev ENGL 243). **Prerequisite:** ENGL 247 (prev ENGL 243) with a C- or better or entry code.

ENGL 249

Writing Poetry III • 5 CR

Previously ENGL 245

Continuation of ENGL 248 (prev ENGL 244). **Prerequisite:** ENGL 248 (prev ENGL 244) with a C- or better, or entry code.

ENGL 253

Writing Creative Non-fiction I • 5 CR

Focuses on the craft of short essay (memoir, travel essay, autobiography). Covers narration, characterization, dialogue, scene, voice and tone. Students write and critique short essays and read the work of established non-fiction writers. **Prerequisite:** ENGL& 101 (prev ENGL 101) placement or higher.

ENGL 254

Writing Creative Non-fiction II • 5 CR

Continuation of ENGL 253. **Prerequisite:** ENGL 253 with a C- or better, or entry code.

ENGL 255

Writing Creative Non-fiction III • 5 CR

Continuation of ENGL 254. **Prerequisite:** ENGL 254 with a C- or better, or entry code.

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 (prev ENGL 101) or ENGL 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 (prev ENGL 101) or ENGL 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 (prev ENGL 101) or ENGL 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 (prev ENGL 101) or ENGL 201 or a literature course in the 100 series.

ENGL 271

Expository Writing I • 5 CR

Builds on the writing skills learned in ENGL& 101 (prev ENGL 101) or ENGL 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:** CMST 141 (prev COMM 141) or ENGL& 101 (prev ENGL 101) 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 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 (prev ENGL 101) or ENGL 201 or a literature course in the 100 series.

*Rolling Stone Magazine listed
BCC one of 10 top community
colleges in the nation.*

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 (prev ENGL 101) or ENGL 201 or a literature course in the 100 series.

ENGL 281

Creative Writing Conference • 1-5 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 • VI-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 051

English As-A-Second Language Level 1 • VI-10 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. Course is graded credit/no credit. **Prerequisite:** Placement by assessment.

ESL 052

English As-A-Second Language Level 2 • V1-10 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. Course is graded credit/no credit. **Prerequisite:** Placement by assessment.

ESL 053

English As-A-Second Language Level 3 • V1-10 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. Course is credit/no credit. **Prerequisite:** Placement by assessment.

ESL 054

English As-A-Second Language Level 4 • V1-10 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 instruction, 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. Course is credit/no credit. **Prerequisite:** Placement by assessment.

ESL 055

English As-A-Second Language Level 5 • V1-10 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 low advanced ESL. Students must show progress in three quarters of instruction. Course is credit/no credit. **Prerequisite:** Placement by assessment.

ESL 056

English As-A-Second Language Level 6 • V1-10 CR

Prepares English-as-a-second language students to understand and communicate independently in selected authentic situations. Students apply reading strategies and critical thinking skills when reading materials from various sources. Students write and edit organized essays. This is high advanced ESL. Students must show progress in three quarters of instruction. Course is credit/no credit. **Prerequisite:** Placement by assessment.

ESL 061

English As-A-Second Language Level 1 • V1-10 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. Course is credit/no credit. **Prerequisite:** Placement by assessment.

ESL 062

English As-A-Second Language Level 2 • V1-10 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. Course is credit/no credit. **Prerequisite:** Placement by assessment.

ESL 063

English As-A-Second Language Level 3 • V1-10 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. Course is credit/no credit. **Prerequisite:** Placement by assessment.

ESL 064

English As-A-Second Language Level 4 • V1-10 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 instruction, 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. Course is credit/no-credit. **Prerequisite:** Placement by assessment.

ESL 065

English As-A-Second Language Level 5 • V1-10 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 low advanced ESL. Students must show progress in three quarters of instruction. Course is credit/no-credit. **Prerequisite:** Placement by assessment.

ESL 066

English As-A-Second Language Level 6 • V1-10 CR

Prepares English-as-a-second language students to understand and communicate independently in selected authentic situations. Students apply reading strategies and critical thinking skills when reading materials from various sources. Students write and edit organized essays. This is high advanced ESL. Students must show progress in three quarters of instruction. Course is credit/no-credit. **Prerequisite:** Placement by assessment.

ESL 071

English As-A-Second Language Level 1 • V1-10 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. Course is credit/no-credit. **Prerequisite:** Placement by assessment.

ESL classes focus on listening, speaking, reading and writing for levels 1 (beginning literacy) to level 6 (low advanced) to help students learn or improve English language/literacy skills for further educational opportunities, employment, as family members and/or to participate in the community.

Course Descriptions

ESL 072

English As-A-Second Language Level 2 • V1-10 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. Course is credit/no-credit. **Prerequisite:** Placement by assessment.

ESL 073

English As-A-Second Language Level 3 • V1-10 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. Course is credit/no-credit. **Prerequisite:** Placement by assessment

ESL 074

English As-A-Second Language Level 4 • V1-10 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 instruction, 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. Course is credit/no-credit. **Prerequisite:** Placement by assessment.

ESL 075

English As-A-Second Language Level 5 • V1-10 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 low advanced ESL. Students must show progress in three quarters of instruction. Course is credit/no-credit. **Prerequisite:** Placement by assessment.

ESL 076

English As-A-Second Language Level 6 • V1-10 CR

Prepares English-as-a second language students to understand and communicate independently in selected authentic situations. Students apply reading strategies and critical thinking skills when reading materials from various sources. Students write and edit organized essays. This is high advanced ESL. Students must show progress in three quarters of instruction. Course is credit/no-credit. **Prerequisite:** Placement by assessment.

ESL 081

English As-A-Second Language Level 1 • V1-10 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. Course is credit/no-credit. **Prerequisite:** Placement by assessment.

ESL 082

English As-A-Second Language Level 2 • V1-10 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. Course is credit/no-credit. **Prerequisite:** Placement by assessment.

ESL 083

English As-A-Second Language Level 3 • V1-10 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. Course is credit/no-credit. **Prerequisite:** Placement by assessment.



ESL 084

English As-A-Second Language Level 4 • V1-10 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 instruction, 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. Course is credit/no-credit. **Prerequisite:** Placement by assessment.

ESL 085

English As-A-Second Language Level 5 • V1-10 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 low advanced ESL. Students must show progress in three quarters of instruction. Course is credit/no-credit. **Prerequisite:** Placement by assessment.

ESL 086

English As-A-Second Language Level 6 • V1-10 CR

Prepares English-as-a second language students to understand and communicate independently in selected authentic situations. Students apply reading strategies and critical thinking skills when reading materials from various sources. Students write and edit organized essays. This is high advanced ESL. Students must show progress in three quarters of instruction. Course is credit/no-credit. **Prerequisite:** Placement by assessment.

Need financial help with college? Talk to the Financial Aid office and with the scholarship coordinator in the Center for Career Connections, in the Student Services Building, or visit: www.bellevuecollege.edu/financialaid and www.bellevuecollege.edu/scholarships.

Environmental Science

Science Division

ENVS& 100

Survey of Environmental Science • 5 CR

Previously ENVSC 204 Ecology & the Biosphere

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.

ENVS 207

Field & Laboratory Environmental Science • 6 CR

Previously ENVSC 207

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.

ENVS 250

Puget Sound Ecology • 6 CR

Previously ENVSC 250

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.

ENVS 280/281/282/283

Current Issues in Environmental Science • V1-3 CR

Previously ENVSC 280/281/282/283

Course allows students to explore, in detail, different areas of Environmental Science, discuss current issues, and helps prepare students for a career in Environmental Science. **Prerequisite:** ENVS& 100 (prev ENVSC 204) or equivalent recommended.

ENVS 294/295/296/297

Special Topics in Environmental Science • V1-10 CR

Previously ENVSC 294/295/296/297

Covers supplemental or unusual topics related to Environmental Science. Topics are announced in the quarterly class schedule.

ENVS 299

Individual Studies in Environmental Science • V1-5 CR

Previously ENVSC 299

Allows specialized, individual projects relating to environmental science. **Prerequisite:** ENVS& 100 (prev ENVSC 204) or concurrent enrollment in ENVS& 100 or permission of instructor.

Ethnic & Cultural Studies

Social Science Division

ETHN 100

Race in the United States • 5 CR

Survey of the history of African Americans, Asian Americans, Chicanos, American Indians, and other indigenous peoples as they become part of the United States, or in the whole Americas depending on focus. Fulfills social science or humanities requirement, not both, at BCC. **Prerequisite:** Placement by assessment into ENGL& 101 (prev ENGL 101) or ENGL 092 or 093 with a C- or better or entry code.

ETHN 102

Introduction to White Culture in United States • 5 CR

Studies the history, culture, religion, institutions, politics, economics, arts, and psychology of peoples of white culture as developed from experience in both the old and new worlds. Multidisciplinary analysis of social life looking at white culture in America as a social construct and the consequences of this construct. Fulfills social science or humanities course requirement, not both at BCC. **Prerequisite:** Placement by assessment into ENGL& 101 (prev ENGL 101) or ENGL 092 or 093 with a C- or better or entry code.

ETHN 105

Sociology of Blacks in America • 5 CR

Explore the social and cultural background of Blacks in America. Themes include music and popular culture, activism, politics, and/or social change. Same as SOC 105. Either ETHN 105 or SOC 105 may be taken for credit, not both. **Prerequisite:** Placement by assessment into ENGL& 101 (prev ENGL 101) or ENGL 092 or 093 with a C- or better.

ETHN 109

Introduction to Women's Studies • 5 CR

Feminist analysis of the construction and enforcement of gender differences and gender inequalities in various contexts. Emphasis on the intersection of race, class, sexuality and nationality in the lives of women. Topics include feminist theory, motherhood, popular culture, sexual autonomy, racism, and activism in the United States, with possibilities of exploring these issues in Europe, Asia, the Middle East, Africa, and South and Central America. **Recommended:** Placement by assessment into ENGL& 101 (prev ENGL 101).

The average BCC class size is 25 students.

ETHN 110

First-Year Diversity Seminar I • 2 CR

First in a three quarter series introducing students to the excitement and challenge of working in a small setting with faculty and fellow students on topics of diversity and pluralism, while strengthening the skills need to succeed in college. First quarter focus is on research, reading, and writing skills.

ETHN 111

First-Year Diversity Seminar II • 2 CR

Second in a three quarter series introducing students to the excitement and challenge of working in a small setting with faculty and fellow students on topics of diversity and pluralism, while strengthening the skills needed to succeed in college. Second quarter focus is on quantitative and critical thinking analysis.

ETHN 112

First-Year Diversity Seminar III • 2 CR

Third in a three quarter series introducing students to the excitement and challenge of working in a small setting with faculty and fellow students on topics of diversity and pluralism, while strengthening the skills needed to succeed in college. Third quarter focus is on the Social Sciences group and responsibility skills.

ETHN 120

Introduction to Native American Studies • 5 CR

Provides an historical and contemporary perspective on the social, political, and cultural issues of the Indigenous Peoples of North America. Students explore Indigenous literature, and the representation of Native peoples in film and television, among other areas. **Prerequisite:** ENGL& 101 (prev ENGL 101) recommended.

ETHN 121

Native Americans & Film • 5 CR

Provides an historic and contemporary perspective on the representations of Native Americans in cinema. Explores the invention of Natives in Hollywood and the creation of a Native aesthetic. Same as SOC 121. Either ETHN 121 or SOC 121 may be taken for credit, not both. **Prerequisite:** ENGL& 101 (prev ENGL 101) recommended.

ETHN 130

Ethnic Identity of Deafness • 5 CR

Introduces students to Deafness as a cultural identity through an exploration of Identity Formation that is both theoretical and experiential. Also looks at the historical and social forces that act upon the lives of Deaf people in the modern world. **Prerequisite:** Placement by assessment into ENGL& 101 (prev ENGL 101) or ENGL 092 or 093 with a C- or better. PSYC& 100 (prev PSYCH 100) or SOC& 101 (prev SOC 110) recommended.

Course Descriptions



ETHN 140 Introduction to African American Studies • 5 CR

Uses an interdisciplinary, multimedia approach to examine the history, culture, religions, institutions, politics, economics, and arts of peoples of African descent in the United States. Focus is on U.S. life from a Black perspective, examining both historical and contemporary works. **Prerequisite:** Placement by assessment into ENGL& 101 (prev ENGL 101) or ENGL 092 or 093 with a C- or better.

ETHN 152 Introduction to Asian American Studies • 5 CR

Survey of the history of Asian American ethnicities, evolution of Asian American Cultures in the United States from the 1850's through the present, immigration patterns, evolution of co-cultures, evacuation, inter-ethnic relations. May be used as a social science or humanities course requirement, not both, at BCC. **Prerequisite:** Placement by assessment into ENGL& 101 (prev ENGL 101) or ENGL 092 or 093 with a C- or better.

ETHN 199 Individual Studies in Ethnic Studies • VI-5 CR

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

ETHN 200 Sports and Culture • 5 CR

Using the cultural framework of sports and the world around it, students critically analyze related social issues such as race, class, and gender. Multiple perspectives are included. **Prerequisite:** Placement by assessment into ENGL& 101 (prev ENGL 101) or ENGL 092 or 093 with a C- or better.

ETHN 207 Literature of Indigenous Cultures • 5 CR

A survey of the literature of indigenous peoples not traditionally recognized as part of Western European culture. Fulfills humanities course requirement at BCC. **Prerequisite:** Placement by assessment into ENGL& 101 (prev ENGL 101) or ENGL 092 or 093 with a C- or better.

ETHN 210 Ethnic Experiences in Art & Music • 5 CR

Utilizes historical and contemporary sources to survey the art, music and music-related traditions of a specific ethnic or regional group. The type or types of music and art studied will be at the discretion of the instructor. May be used as social science or humanities course requirement, not both, at BCC. **Prerequisite:** Placement by assessment into ENGL& 101 (prev ENGL 101) or ENGL 092 or 093 with a C- or better.

ETHN 241 Multi-Cultural Business Consulting • 5 CR

Students gain practical experience managing in a multi-cultural business environment. Course combines classroom learning, reading, technical skills, marketing, financial analysis, business process reengineering, and consulting to see how changes in one area affect the growth of the company as a whole. Same as BUS 241 (prev G BUS 241). Either ETHN 241 or BUS 241 (prev G BUS 241) may be taken for credit, not both. **Prerequisite:** Recommended 30 prior college business credits.

ETHN 255 Hawaii, the Center of the Pacific • 5 CR

Examines Hawaiian culture from pre-Christian Hawaii to the Hawaiian Sovereignty Movement of the 20th Century. Studies the geography, culture and diaspora of selected immigrant cultures and the development of the Hawaiian multicultural society. Also examines the evolving land use and economic patterns of Hawaii.

ETHN 281/282/283/284 Issues in Women's Studies • 5 CR

An exploration of women's specific issues from a cultural and historical perspective. Topics are announced in the quarterly schedule. **Prerequisite:** Placement by assessment into ENGL& 101 (prev ENGL 101) or ENGL 092 or 093 with a C- or better.

Experiential Learning

Arts & Humanities Division

EXPRL 187 Prior Learning Portfolio Development • 2 CR

Students document college-level learning derived from non-college experience. Documentation is presented for evaluation of college-level learning and subsequent awarding of college credit. Course is graded as Credit/non-credit. **Prerequisite:** Permission of program chair or instructor.

EXPRL 190 Learning Portfolio Fundamentals • 2 CR

Introduces students to the basic steps needed to build a learning portfolio. Students learn to select and develop evidence, reflect on significant learning, and connect evidence and reflections in an organized portfolio.

EXPRL 191/192/193 Academic Internship Experience • VI-5 CR

Provides a framework to integrate practical work experience with academic goals. Participants develop solid learning objectives to guide their experience, document the experience for later use, and reflect upon what they have learned in order to connect their practical and academic work. Students must have an approved internship before registering. Course is graded pass/fail. **Prerequisite:** Permission of instructor.

EXPRL 220 Resume & Interviewing Strategies • 2 CR

Introduction to the basic steps of writing a targeted resume and formulating answers to typical interview questions. Includes presentation of accomplishments, both written and verbal, in the process of seeking employment.

EXPRL 230 Job Shadowing & Professional Networking • 2 CR

Career Center connects students with local employers in their field of interest. Students research jobs, interview and network with professionals, develop communication skills, and identify attributes with a focus on future employment. **Prerequisite:** 15 college level credits recommended.

For more info about Common Course Numbering, visit www.bellevuecollege.edu/ccn.

Learn about BCC's Fast Track high-tech certificate options on page 50.

Fast Track

Continuing Education Division

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.

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 quarterly class schedule.

Fire Science

Health Sciences, Education & Wellness Institute

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

Fire Behavior & Combustion • 2 CR

Studies basic chemical concepts of fire behavior and combustion. Topics include fire and the physical world, properties of solids, liquids and gases and chemical reactions as they relate to fire behavior. Fire extinguishment agents and their effect on fire are explored.

FS 102

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.



Course Descriptions

FS 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. **Prerequisite:** FS 110 and placement by assessment into MATH 099 or MATH 098 with a C- or better, or permission of instructor.

FS 110

Fundamentals of Emergency Services • 3 CR

Intended for students desiring a career in the fire and emergency services. Course provides an overview of health, physical fitness, fire nomenclature, career opportunities, philosophy and history of fire protection/service, organization and function of public fire protection services as part of local government. **Prerequisite:** Placement by assessment into ENGL& 101 (prev ENGL 101) or ENGL 092 or 093 with a C- or better.

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 Operation • 0.5 CR

Introduces hazardous materials for emergency responders. Students learn basics of identification, recognition, and resource information availability.

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.

FS 120

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. **Prerequisite:** FS 110 or permission of advisor.

FS 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. **Prerequisite:** FS 120 or permission of advisor.

FS 131

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.

FS 137

Fire Protection • 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.

FS 140

Incident Safety Officer • 2 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.

FS 150

Intermediate Fire Science Investigation • 3 CR

Recalls elements in basic fire investigation. Discussion of motives and laws affecting juvenile fire setters both criminal and non-criminal. Covers investigation of fire scenes that involve injuries or fatalities, electrical causes of fires, and the compilation of information into reports for a case ready presentation. **Prerequisite:** ENGL& 101, (prev ENGL 101) and FS 101 and FS 130 and FS 152 or permission of instructor.



FS 152

Building Construction • 3 CR

Provides the components of building construction that relate to fire and life safety. Elements of construction and design of structures are shown to be key factors when inspecting building, pre-planning and operating at emergencies. **Prerequisite:** FS 110 or permission of instructor.

FS 160

Fire Tactics & Strategy • 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. **Prerequisite:** FS 110 or permission of advisor.

FS 177

Wild Land/Urban Interface • 2 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.

FS 190

Fire Inspection & Codes • 4 CR

Studies International Fire Code as applied to fire prevention inspections at the fire company level. Students relate the IFC to the International Building Code and other recognized standards. Students take a realistic approach to field application. **Prerequisite:** FS 110 or permission of instructor.

FS 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. **Prerequisite:** FS 102 and FS 137 and FS 190 or permission of advisor.

FS 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.

FS 210

Incident Management Multi-Company Operations • 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.

FS 215

Hazardous Materials Incident Management • 3 CR

How to manage a hazardous materials incident. Content meets or exceeds the requirements set forth in OSHA 1910.120q and educational competencies referenced in NFPA 472. **Prerequisite:** FS 100 and FS 111 and FS 115 and FS 119 or proof of completion of a Hazardous Materials Operations Certificate.

FS 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.

FS 232

Human Resources Management • 3 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.

FS 233

Fire Service Administration • 3 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.

FS 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. **Prerequisite:** FS 137 or permission of advisor.

FS 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. **Prerequisite:** FS 120 or permission of advisor.

FS 260

Arson for Profit • 4 CR

Presents arson for profit through theory and case studies. Students learn procedures of investigating arson fires. Where and what to look for in determining motivation and method. **Prerequisite:** FS 120 or permission of advisor.

FS 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:** FS 210.

FS 290

Advanced Codes & Inspection • 3 CR

Utilizing the International Fire Code, course builds on FS 190 by analyzing specific articles of the code that are more difficult to interpret and apply. Looks closely at local, state, and federal regulations that apply to the IFC. **Prerequisite:** FS 190 or permission of instructor.

FS 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. **Prerequisite:** FS 190 or permission of advisor.

FS 298

Seminar in Fire Science • V1-3 CR

Covers workshops and seminars on fire science and supervision for which college credit is offered.

Gaming

Business Division

GAME 105

Gaming Theory • 5 CR

Students learn the history, design, technology, production, programming, and psychological aspects of digital gaming. Emphasis is placed on game production, including pre-planning, software/hardware tools, aesthetics, psychological motivators, gameplay strategies, management, and testing. Other topics include artificial intelligence in games, social implications, and use of gaming technologies for information design.

GAME 110

Game Design I • 5 CR

Beginning GAME students design and implement their own computer games. Fundamentals of programming and graphic development are covered with respect to game development. **Prerequisite:** ANIM 120 and WEBMM 111.

GAME 111

Game Design II • 5 CR

Intermediate GAME students design and implement their own computer games. Intermediate and advanced game development programming and graphics are covered. **Prerequisite:** WEBMM 111 recommended.

GAME 112

Game Design III • 5 CR

Advanced GAME students design and implement their own computer games. Advanced game development programming and graphics are covered. **Prerequisite:** GAME 111. WEBMM 111 recommended.

GAME 199

Individual Studies in Gaming • 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.

GAME 210

Gaming Graphics • 5 CR

Students create art assets for computer games. Skills include creating low polygon game models, texturing and animating those models and testing in a 3d environment. Students learn the concepts of creating 2d graphics for web based games. **Prerequisite:** ANIM 121 at BCC with a C- or better or entry code.

See an academic advisor
early to help you create
an educational plan.

Course Descriptions



GAME 294/295/296/297

Special Topics in Gaming • 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.

GAME 298

Seminar in Gaming • 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.

GAME 299

Individual Studies in Gaming • 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.

General Business

Business Division

BUS& 101

Introduction to Business • 5 CR

Previously G BUS 101

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.

BUS 102

Personal Money Management • 1 CR

Previously G BUS 102

Part of a series of courses that present core components of personal finance applicable to individuals and financial service workers. Includes cash flow management, personal budgeting, and record keeping. Students develop a personal budget and compile personal income statements.

BUS 103

Personal Savings • 1 CR

Previously G BUS 103

Part of a series of courses that present core components of personal finance applicable to individuals and financial service workers. Savings, the banking industry and its products and services, savings returns, and evaluating alternative savings vehicles are covered. Students create an annual budget, set financial goals and determine the risks and returns of various savings vehicles, and create a personal net worth statement.

BUS 104

Personal Credit • 1 CR

Previously G BUS 104

Part of a series of courses that present core components of personal finance applicable to individuals and financial service workers. Focus is on the evaluation of the credit industry and its consumer products and services. Students evaluate alternate credit and loan features and explore strategies for debt management.

BUS 105

Personal Taxes • 1 CR

Previously G BUS 105

Part of a series of courses that present core components of personal finance applicable to individuals and financial service workers. Focus is on individual tax filing, tax planning and maximizing after-tax returns.

BUS 106

Personal Risk Management • 1 CR

Previously G BUS 106

Part of a series of courses that present core components of personal finance applicable to individuals and financial service workers. Focus is on the insurance industry and its products. Students evaluate personal insurance needs.

BUS 107

Personal Real Estate • 1 CR

Previously G BUS 107

Part of a series of courses that present core components of personal finance applicable to individuals and financial service workers. Covers the single-family house and mortgage market. Students review the home buying and mortgage application process.

BUS 108

Personal Investments • 1 CR

Previously G BUS 108

Part of a series of courses that present core components of personal finance applicable to individuals and financial service workers. Focus is on financial goals, historical risk and returns of major asset classes, asset allocation, maximizing after-tax returns and monitoring investments.

BUS 109

Employee Benefits for Personal Finance • 1 CR

Previously G BUS 109

Part of a series of courses that present core components of personal finance applicable to individuals and financial service workers. Outlines basic benefits offered by firms. Students become familiar with what these benefits achieve and how to use them for long-term financial planning.

BUS 120

Organizational Behavior • 5 CR

Previously G BUS 120

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.

BUS 130

Principles of Real Estate • 5 CR

Previously G BUS 130

Entry-level course designed for buyers, sellers, investors, and preparation for the Washington State Salesperson Exam. Legal titles and instruments, finance, appraisal, contracts, agency, land economics. Same as R EST 130. Either BUS 130 (prev G BUS 130) or R EST 130 may be taken for credit, not both. Recommended prior to taking any Real Estate course.

BUS 141

Introduction to Insurance • 2 CR

Previously G BUS 141

Covers the basic background of modern property/casualty insurance systems. Explores the interrelationship of insurance work, how insurance products and services are distributed to the consumer, and how insurance company departments function. Includes civil, tort and contract law and the importance of the risk management process.

BUS 145

Business Mathematics • 5 CR

Previously G BUS 145

Presents practical mathematics for business and consumer financing. Topics include computing simple and compound interest, present values, annuities, and amortization. **Prerequisite:** BTS 161, BTS 165 or CS 110 BCC with a C- or better or equivalent spreadsheet experience.

BUS& 201

Business Law • 5 CR

Previously G BUS 202 Law & Business

Surveys laws applicable to business transactions. Students focus on law of contract sales, negotiable instruments, and agency.

BUS 210

Investments • V1-5 CR

Previously G BUS 210

Provides tools for personal financial planning and investment selection. Topics include the economy, capital markets, industries, stocks, bonds, international, mutual funds, and other asset classes. Students are required to evaluate and monitor investments, use analytical tools (such as risk return and fundamental analysis), and behavior finance concepts to determine investment selection and fit to personal financial goals and risk profiles.

BUS 219

Business of Film & Video Production • 5 CR

Previously G BUS 219

Students develop a broad understanding of the Film and Television industries functions and explore ways to gain access to the industry. Students develop the knowledge and understanding to create their own production companies and bring their creative ideas and projects to fruition. Same as MEDIA 219. Either BUS 219 (prev G BUS 219) or MEDIA 219 may be taken for credit, not both. **Prerequisite:** CMST 216 (prev COMM 216) recommended.

BUS 221

Human Resource Management • 5 CR

Previously G BUS 221

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.

BUS 222

Advanced Leadership & Management • 5 CR

Previously G BUS 222

Prepares working professionals for effective leadership in a culturally diverse and constantly changing business environment. **Prerequisite:** BUS& 101 (prev G BUS 101) or BUS 120 (prev G BUS 120) or BUS 221 (prev G BUS 121).

BUS 230

Project Management • 5 CR

Previously G BUS 230

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.

BUS 241

Multi-Cultural Business Consulting • 5 CR

Previously G BUS 241

Students gain practical experience managing in a multi-cultural business environment. Course combines classroom learning, reading, technical skills, marketing, financial analysis, business process reengineering, and consulting to see how changes in one area affect the growth of the company as a whole. Same as ETHN 241. Either BUS 241 (prev G BUS 241) or ETHN 241 may be taken for credit, not both. **Prerequisite:** Recommended 30 prior college business credits.

BUS 245

Property & Liability Insurance • 5 CR

Previously G BUS 245

Includes basic property and liability insurance, contracts, loss exposure, risk management, types of insurers, institution regulations, measurement of financial performance, and operations such as marketing, underwriting, and claims. Prepares students to test for the Certification in General Insurance through the American Institute for CPCU/Insurance Institute of America. **Prerequisite:** BUS 141 (prev G BUS 141) or equivalent experience recommended.

BUS 246

Personal Insurance • 5 CR

Previously G BUS 246

Designed for those interested in personal insurance needs or majoring in business. Covers personal insurance and financial planning. Includes automobile, homeowners, fire, flood, earthquake, ocean marine, life, health and other personal property and liability insurance. Prepares students for the Certification in General Insurance through the American Institute for CPCU/Insurance Institute of America. **Prerequisite:** BUS 141 (prev G BUS 141) or equivalent experience recommended.

BUS 247

Commercial Insurance • 5 CR

Previously G BUS 247

Covers insurance for commercial property, business income, equipment breakdown, inland and ocean marine, commercial crime, commercial automobile and general liability, farm, and business owner's policies. Includes workers compensation and employers liability insurance. Prepares students for Certification in General Insurance through the American Institute for CPCU/Insurance Institute of America. **Prerequisite:** BUS 141 (prev G BUS 141) or equivalent experience recommended.

BUS 248

Insurance Codes & Ethics • 2 CR

Previously G BUS 248

Designed for insurance majors. Addresses ethical behavior and considerations one must support in order to succeed in business, specifically in the insurance industry. Includes the Washington State Code and a series of case studies regarding ethical behavior in the field of insurance. **Prerequisite:** BUS 141 (prev G BUS 141) equivalent experience recommended.

BUS 250

Entrepreneurship • 5 CR

Previously G BUS 250

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. **Prerequisite:** Completion of 30 business credits or equivalent business experience recommended.

BUS 260

Business Ethics • 5 CR

Previously G BUS 260

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 BUS 260 (prev G BUS 260) or PHIL 260 may be taken for credit, not both.

BUS 280

Advanced Studies in International Business • 5 CR

Previously G BUS 280

Focuses on student research projects comparing U.S. business practices with their International counterparts. Class requires participation in the one-week international research trip. **Prerequisite:** INTST 150 and permission of instructor. INTST 150 may be taken concurrently.

**Learn about BCC's
Insurance Certificate
on page 53.**

Course Descriptions



BUS 291 **Business Internship I • 2 CR**

Previously G BUS 291

Develops the skills necessary for an effective job search. Topics covered include resumes, cover letters, interviews, job searches, and portfolios. Course is graded credit/no credit. **Prerequisite:** Entry code.

BUS 292 **Business Internship II • V1-10 CR**

Previously G BUS 292

Continues 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:** Permission of instructor.

BUS 294/295/296/297 **Special Topics in Management • V1-10 CR**

Previously G BUS 294/295/296/297

Allows study of advanced or specialized topics in the field of management.

BUS 299 **Individual Studies in General Business • V1-10 CR**

Previously G BUS 299

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.

General Education Development

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 106

Introduction to Natural Hazards & Disasters • 5 CR

Primary focus is on earth and atmospheric hazards that appear rapidly, often without warning. Emphasis placed on the interrelationship among hazards and the role Humans play in, not only enhancing potential disasters, but also how, through education, to minimize future environmental problems. Same as GEOL 106. Either GEOG 106 or GEOL 106 may be taken for credit, not both. Fulfills natural science course requirement at BCC.

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

Introduction to Human Cultural Geography • 5 CR

Explores the relationship between humankind and the physical environment. Based on a series of case studies ranging from the streets of Havana to the soccer stadiums of Europe and the cultural adaptations of the Inuit as they adjust to the physical challenges of their homeland.

GEOG 205

Weather, Climate, Vegetation, Soils • 5 CR

Investigates the dynamic patterns and processes of weather, climates, vegetation, and soils. Attention is 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 Maps and Mapmaking • 5 CR

The maps we use shape the way we think about the world. Course explores the history and influence of maps and mapmakers, from the ancient world to the high-tech images of today. Basic computer literacy recommended.

GEOG 277

Geography of Cities • 5 CR

A study of the location and function of cities as well as their internal layout and the cultural and economic components of these urban areas. Case studies cover all regions of the world from North America to Europe, Latin America, Africa and Asia.

GEOG 294/295/296/297

Special Topics in Geography • V1-10 CR

Covers supplementary or unusual topics 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. May be repeated for a maximum of 15 credits. *Prerequisite:* Permission of instructor.



Geology

Science Division

GEOL& 101

Introduction to Physical Geology • 6 CR

Previously GEOL 101 Survey of Geology

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 106

Introduction to Natural Hazards & Disasters • 5 CR

Primary focus is on earth and atmospheric hazards that appear rapidly, often without warning. Emphasis placed on the interrelationship among hazards and the role Humans play in, not only enhancing potential disasters, but also how, through education, to minimize future environmental problems. Same as GEOG 106. Either GEOL 106 or GEOG 106 may be taken for credit, not both. Fulfills natural science course requirement at BCC.

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 Pacific NW • 6 CR

Previously GEOL 208 Geology of the Northwest

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.

BCC's Academic Success Center provides students with reading, writing, math & academic tutoring.

Health

Health Sciences, Education & Wellness Institute

HLTH 220

Wellness for Educators • 3 CR

Covers the social, emotional and physical components of wellness with a focus on personal assessment and tools to design a wellness plan for life. Students explore methods for promoting health in the elementary and pre-school classroom.

HLTH 222

Drugs & Society • 2 CR

Covers the nature of steroids, pain relievers, alcohol and other psychoactive drugs. Includes ingestion, absorption, action and interaction, and metabolism. Students discuss physiological and psychoactive drugs on the individual and the consequences of use and abuse.

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 260

Wilderness First Aid Basics • 4 CR

Prepares students to respond to emergencies that may occur during back country fitness activities. Students take exams for both the Standard Red Cross First Aid Certificate and Cardiopulmonary Resuscitation (CPR) Certificate.

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.

Course Descriptions



Health Professions

Health Sciences, Education
& Wellness Institute

HPRO 100

Introduction to Health Care • 2 CR

An introduction to health care delivery systems, associated career opportunities, and related trends. Looks at the industry as a whole and the integration of services and professions. Students explore career choices including educational requirements, job outlooks, governing agencies, occupational requirements, pay ranges, professional requirements, and employer expectations.

HPRO 105

Training for Health Care Workers • 2 CR

Provides basic training in CPR, first aid, HIV/AIDS, HIPAA, and the prevention of workplace violence.

HPRO 116

Nursing Assistant Foundations • 4 CR

Presents anatomy and physiology, resident rights, concepts of death and dying, dementia care, legal aspects of care, function of the health care team, and the communication skills and scope of practice of the nursing assistant. *Prerequisite:* Placement by assessment into ENGL& 101 (prev ENGL 101) or permission of instructor.

HPRO 117

Basic Technical Skills • 1 CR

Students learn and practice 22 client care skills in preparation for the Washington State nursing assistant certification examination. *Prerequisite:* Placement by assessment into ENGL& 101 (prev ENGL 101) or permission of instructor.

HPRO 118

Nursing Assistant Clinical Practicum • 2 CR

Supervised clinical instruction in both long term care and acute care settings. *Prerequisite:* HPRO 117 or permission of instructor. Students may be concurrently enrolled in HPRO 117.

HPRO 120

Medical Terminology • 3 CR

Provides a comprehensive foundation of basic medical terminology for use in health care careers. Includes prefixes, suffixes, word roots, combining forms, special endings, plural forms, abbreviations and symbols. Emphasis is on body structures, anatomical systems, pathologies, medical procedures, medical specialties, and common terms and abbreviations used in health care.

HPRO 125

Introduction to Human Systems • 3 CR

Introductory course covering basic cellular and tissue structure and an overview of the structure and function of human anatomical systems. This course does not substitute for BIOL& 241 (prev BIOL 260) and/or BIOL& 242 (prev BIOL 261).

HPRO 130

Human Relations in Health Care Settings • 4 CR

Includes interpersonal communication with patients, their families, and co-workers, listening skills, cultural competencies, and maintaining customer satisfaction in health care settings.

HPRO 134

Basic Pharmacology for Healthcare Professionals • 2 CR

Introduction to the study of drugs. How drugs affect the body and how the body affects drugs. Includes controlled and uncontrolled drug classification, generic and brand name medications, and the government agency that monitors the production and usage of drugs. *Prerequisite:* HPRO 120.

HPRO 141

Phlebotomy Technician I • 8 CR

Covers basic responsibilities and skills of the laboratory phlebotomist. Includes venipuncture techniques and safety with laboratory equipment. Suitable for individuals with limited health care experience interested in venipunctures. *Prerequisite:* Placement by assessment into ENGL 071 and permission of instructor.

HPRO 143

Phlebotomy II - Clinical Practicum • 7 CR

Clinical practicum for laboratory phlebotomist in cooperation with local hospitals. Student completing the practicum will be eligible to take the ASCP certification examination. *Prerequisite:* HPRO 141.

HPRO 146

Clinical Lab Assistant I • 5 CR

First in a two course series designed to prepare students to work in a clinical laboratory setting. Provides overview of clinical laboratory work including laboratory terminology, organizational structures, HIPAA and OSHA regulations and standards, quality assurance practices, and a general understanding of clinical laboratory information systems and their functions.

HPRO 147

Clinical Lab Assistant II • 5 CR

Second in a two course series. Students participate in controlled laboratory environment to practice processing, reporting, and distribution of specimens, along with data entry, and patient information retrieval via Internet and other electronic resources. Emphasis on maintaining attention to detail and carrying out basic laboratory tests. *Prerequisite:* HPRO 146

HPRO 174

Health Unit Coordinator I • 5 CR

Covers the skills needed to become a Health Unit Coordinator. Includes certification requirements, basic data entry, proper workplace behavior, and basic office procedures. Skills applied in a laboratory setting.

HPRO 175

Health Unit Coordinator II • 5 CR

Covers the skills needed to become a Health Unit Coordinator. Includes procedures and skills required for this position in a simulated health-care environment. *Prerequisite:* HPRO 174.

HPRO 176

Health Unit Coordinator Externship • 5 CR

Capstone course in the Health Unit Coordinator series. Students are supervised and monitored while apply skills in performing functions required in a nursing unit. *Prerequisite:* HPRO 174 and HPRO 175.

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& 146

US History I • 5 CR

Previously HIST 201 U.S. History: Discovery to Independence

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& 147

US History II • 5 CR

Previously HIST 202 U.S. History: First Century of Independence

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& 148

US History III • 5 CR

Previously HIST 203 U.S. History: U.S. in the Global Age

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 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 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 Reformation. 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 211

History of Rome to 411 A.D. • 5 CR

Explores the military, political and economic reasons for Rome's rise to domination in the West. Includes discussion of its legal and social systems, the cities complex infrastructure, the role of slavery in the Republic and Empire, the constitution, transition to Empire, and the rise of Christianity.

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& 214

Pacific Northwest History • 5 CR

Previously HIST 264 Washington & the Pacific Northwest

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.

**Consider a Travel Study
Abroad experience while
at BCC. For details,
call (425) 564-4038.**

Course Descriptions

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 POLS 230 (prev POLSC 230). Either HIST 230 or POLS 230 (prev 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

An overview of the major wars fought by the U.S. and the political and strategic issues influencing the national response. May be used as a 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.

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 Sciences, Education & Wellness Institute

HOME 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, HOME 130, NUTR 130) may be taken for credit.

Human Development

Student Services

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 112

Selecting a College Major • 2 CR

Students select a college major through an orderly, rational approach. Topics include exploring self, making commitments, implementing decisions and possible majors using on-line research as well as small group discussion. *Prerequisite:* Recommended 30 college credits.

HD 120

Learning Strategies for Student Success • 1-5 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 140

Race in America • 2 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 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.

HD 210

Leadership Today: Creating a Vision for Tomorrow • 2 CR

An introduction to the practical leadership skills and tools including leadership assessment, ethical decision-making, conflict resolution team building, and other leadership competencies.

HD 211

Leadership Today: Building Tools for Tomorrow • 2 CR

Course covers dealing with difficult people, the art of listening, negotiation, problem solving, and other leadership competencies.

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 a historical, social, and cultural approach to analyzing contemporary British society and examines traditions and institutions to give insights into contemporary British life. Students 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 students' 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 a historical, social, and cultural approach to analyzing contemporary Central American issues, and gives insights into contemporary life. Students 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.

Course Descriptions

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 with a C- or better and a 3.5 cumulative GPA or higher.

Independent Studies

Health Sciences, Education & Wellness Institute

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 091

College is an Option • 1 CR

Introduces the tools and techniques for college-level work. Includes identification and application of learning styles and preferences, mapping a pre-college path that develops college-level skills and abilities, and assessment and application of study skills. Includes preparation of college and university documents.

ID 100

College Thinking • 1 CR

Introduces college-level analytical reasoning and academic discipline perspectives. Includes reading college-level material, participating in seminars, the process of analysis and analytical writing, and self-assessment of the analytic components of writing. Students take the Compass assessment to evaluate their preparedness for college.

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

Also, please see:

Business Intelligence
Database Administration
Information Systems
Network Services
Technical Support

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. **Prerequisite:** Placement by assessment into ENGL 089. Completion of 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, media, protocols, hardware and software. This class also covers content listed for the COMPTIA Network+ exam. Course includes practical experience and business case studies. **Prerequisite:** Placement by assessment into ENGL 089. Completion of ENGL 092 or 093. **Recommended:** BTS 161 or equivalent work experience.

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. May be repeated for a maximum of 15 credits. **Prerequisite:** Permission of instructor.

Interdisciplinary Studies

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 by discussing readings in small seminar groups and taking part in group activities. Field trips are included in some courses. These programs emphasize the process of learning as well as course content. The student-centered, discussion-oriented format encourages and supports different 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 142

Textiles Interior Materials & Sources • 5 CR

Introduces properties and applications for textiles and various other surface materials that can be selected, specified, installed, and maintained in an interior environment. Topics include soft and hard materials for flooring, walls, ceilings, and upholstery, as well as equipment, applications, millwork, and cabinetry. Product sources and specifications are covered along with how to measure, correctly install and maintain the various materials. **Prerequisite:** INDES 140 with a C- or better.

**The Council for Interior
Design Accreditation (FIDER)
granted BCC's interior
design program accreditation.**



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:** ART 108 and INDES 150 and INDES 151, and INDES 160 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 with a C- or better.

INDES 162 **Introduction to Computer-Aided Design • 5 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 with a C- or better.

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:** ART 111 and INDES 160 with a C- or better.

INDES 167 **Digital Design Tools • 2 CR**

Introduces fundamental graphic skills using a variety of software programs. Software training will include Photoshop, PowerPoint, Word, and other programs that enhance the student's communication of design solutions and concepts. Basic digital imaging concepts and scanning will be covered. **Prerequisite:** INDES 165 with a C- or better. BTS 161 or equivalent experience with Windows operating system and electronic file management recommended.

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:** ART 112 and INDES 140 and INDES 160 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:** ART 112 and INDES 160.

INDES 180 **Professional Practices I • 5 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 with a C- or better.

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 with a C- or better.

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 with a C- or better.

INDES 190 **Building Systems & Codes • 5 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, mechanical and electrical systems, and building codes related to Interiors. **Prerequisite:** INDES 140 and INDES 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 INDES 190 with a C- or better.

INDES 194/195/196/197 **Special Topics in Interior Design • 1-5 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.

Course Descriptions

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 and INDES 162 and INDES 170 and INDES 190 and INDES 191 or concurrent enrollment in INDES 191 or permission of instructor.

INDES 261

Design Detailing • 2 CR

Introduces principles of detailing and its impact on the design and construction processes. Topics include documentation for construction, aesthetics, and spatial experiences. **Prerequisite:** INDES 260 with a C- or better.

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 and INDES 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, and INDES 160 and INDES 170 with a C- or better or permission of instructor.

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 Business Professions

Arts & Humanities

The International Business professions (IBP) Program is a one year course of study for overseas, adult students interested in upgrading their business and English skills by taking a combination of English, business, and academic (college level) classes. Upon completion of three quarters of coursework, students are placed in an unpaid observational internship. Students receive a completion note on their official transcripts upon successful completion of the IBP Program.

IBP 067

Oral Business Communications • 4.5 CR

Designed to improve the spoken job performance of non-native English speaking employees. Focus is on developing formal presentation skills, effective telephony techniques and interpersonal communication strategies appropriate to the business environment. **Prerequisite:** Acceptance into program or permission of instructor.

IBP 068

Written Business Communications • 4.5 CR

Designed to improve the communicative job performance of non-native English speaking professionals. Focus is on the written discourse patterns (grammar, tone, register, word choice) commonly encountered in business settings. It also introduces students to non-linguistic, cultural rules by which organizations operate. **Prerequisite:** Acceptance into the program or permission of instructor.



IBP 069

Introduction to Business • 4.5 CR

Emphasizes the dramatic nature of business and the trends that will change the way business is conducted in the twenty-first century. Use of real-life scenarios, realistic business situations, and real-world information will help develop students' technical knowledge and competence, critical thinking, decision-making abilities, and communication skills. **Prerequisite:** Acceptance into the program or permission of instructor.

IBP 076

International Business • 4.5 CR

Students gain an understanding of the diverse and ever-changing consumer markets and how international businesses use marketing strategies to gain market share and stay competitive. Course will use a combination of text, lectures, case studies, outside reading, local company research, video, group work and presentations to enhance learning and skills needed in today's global workplace. **Prerequisite:** Acceptance into the program or permission of instructor.

IBP 077

Observation Preparation • 4.5 CR

Designed to prepare 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 and employment opportunities. **Prerequisite:** Must be IBP student; international student eligible for practical training or other non-native speaker of English approved by the program chair or instructor.

IBP 086

Observation Placement • 2 CR

Designed to provide instruction in advanced interviewing skills and follow up correspondence for students who are working with an advisor to search for an observational experience. Clear communication and problem-solving techniques are emphasized. Developing an attitude and approach of 'professionalism' is one of the course goals. **Prerequisite:** Acceptance into the program or permission of instructor.

IBP 087

Pronunciation Workshop • 1.5 CR

Designed to help students gain greater accuracy, fluency and confidence in their spoken English, through pronunciation and conversation practice, presentations, discussions, cassette journals and other activities. Students will focus on consonant and vowel sounds, rhythm, stress, and intonation both separately and in the context of natural speech. Prerequisite: Acceptance into the program or permission of instructor.

IBP 096

Workplace English • 2 CR

Students will learn practical job skills, discuss American workplace culture, and build basic workplace and business vocabulary. In addition, students will learn skills to communicate more effectively with internship supervisors, coworkers, and customers. Prerequisite: Acceptance into the program or permission of instructor.

IBP 097

Observation • 10 CR

Students are placed with a local company to obtain practical experience in U.S. business. Placements are made according to a student's training, work experience, interests, English level, and/or career goals. Students must complete a variety of forms including: learning objectives, weekly reports, a mid-quarter evaluation and a final evaluation. In addition, the site supervisor must complete a final evaluation of the student. Prerequisite: Acceptance into the program or 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 inter-relationships, 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/Modern Global System • 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 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 230

Latin American Political Economy & Society • 5 CR

A comparative exploration of the questions and challenges of Latin American economic and societal transformation, of the dynamic interaction between global and domestic factors, and of the regional responses and outcomes this process engenders. Prerequisite: ECON& 201 (prev ECON 201) or INTST 201 or POLS 103 (prev POLSC 103) or SOC& 201 (prev SOC 170) recommended.

INTST 234

Comparative Religion • 5 CR

Previously INTST 203

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& 234 (prev ANTH 203). Either INTST 234 (prev INTST 203) or ANTH& 234 (prev ANTH 203) may be taken for credit, not both.

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 HIST 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.

Course Descriptions

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.

Interpretation

Continuing Education

The Interpretation and Translation programs are intended for bilingual students. Non-credit courses are also available. For more information please 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 HMT (human-assisted machine translation). *Prerequisite:* Acceptance into program, bilingual proficiency.

**Learn about BCC's
certificate options
in Translation or
Interpretation on p. 62.**

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 109

Advanced Interpreting Skills III • 3 CR

Advanced practical experience in the three interpreting modes necessary for working in different settings. *Prerequisite:* Acceptance into program and 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 • 5 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 web site 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:** BUS 145 (prev G BUS 145) and MKTG 135.

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. May be repeated for a maximum of 15 credits. **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 • 1-5 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 Math • V1-5 CR**

Covers additional topics in mathematics. Topics are announced in the class schedule. **Prerequisite:** Permission of instructor.

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 085 or MATH 097 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& 107 **Math in Society • 5 CR**

Previously MATH 107 Mathematical Models & Applications

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. Fulfills the quantitative or symbolic reasoning course requirement at BCC. **Prerequisite:** Placement by assessment, or MATH 099 with a C- or better.

MATH 130 **Introduction to Statistics • 5 CR**

Emphasis on gathering and interpreting data. Material has applications in the medical fields, as well as the Social Sciences. Fulfills the quantitative or symbolic reasoning course at BCC. **Prerequisite:** Placement by assessment or MATH 099 with a C- or better.

MATH 138 **College Algebra for Business & Social Science • 5 CR**

Previously MATH 156

Examines graphs, non-trigonometric elementary functions, systems of equations and inequalities, and probability, emphasizing uses in business and social science. Either MATH& 141 (prev MATH 105) or MATH 138 (prev MATH 156) may be taken for credit, not both. MATH 138 (prev MATH 156) is required before taking MATH& 148 (prev MATH 157). Fulfills quantitative or symbolic reasoning course requirement at BCC. **Prerequisite:** Placement by assessment, or MATH 099 with a B- or better.

Course Descriptions



MATH& 141 **Precalculus I • 5 CR**

Previously MATH 105

Emphasizes graphs and polynomial functions. Other topics include the theory of equations and rational, exponential, inverse, and logarithmic functions. Either MATH& 141 (prev MATH 105) or MATH 138 (prev 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& 142 **Precalculus II • 5 CR**

Previously MATH 120

Prepares students for the MATH& 151/152/153 calculus sequence. Students work intensively with functional trigonometry, polar coordinates, translation and rotation of axes, plane analytic geometry, lines and planes in space, and non-linear systems. Fulfills the quantitative or symbolic reasoning course requirement at BCC. **Prerequisite:** Placement by assessment, or MATH& 141 (prev MATH 105) with a C- or better.

MATH& 148 **Business Calculus • 5 CR**

Previously MATH 157 Elements of Calculus

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& 151 (prev MATH 124) or MATH& 148 (prev 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 138 (prev MATH 156) with a C- or better.

MATH& 151 **Calculus I • 5 CR**

Previously MATH 124

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& 151 (prev MATH 124) or MATH& 148 (prev 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& 142 (prev MATH 120) with a C- or better, or Advanced Placement score of 2 or higher on AB or BC exam.

MATH& 152 **Calculus II • 5 CR**

Previously MATH 125

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& 151 (prev MATH 124).

MATH& 153 **Calculus III • 5 CR**

Previously MATH 126

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& 152 (prev MATH 125).

MATH 171 **Math for Elementary Teachers I • 5 CR**

Previously MATH 141

Study of problem solving strategies, number theory and numeration related to topics taught at the K-8 level. Includes analysis of learning difficulties and teaching strategies for these concepts. Fulfills the quantitative or symbolic reasoning course requirement at BCC. **Prerequisite:** MATH 099 with a C- or better.

MATH 172 **Math for Elementary Teachers II • 5 CR**

Previously MATH 142

Study of basic probability and statistics, geometry and measurement, and the real number system related to topics taught at the K-8 level. Includes analysis of learning difficulties and teaching strategies for these concepts. Fulfills the quantitative or symbolic reasoning course requirement at BCC. **Prerequisite:** MATH 171 (prev MATH 141) with a C- or better.

MATH 194/195/196/197 **Special Topics in MATH • V1-5 CR**

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

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& 153 (prev MATH 126) MATH 208 and/or MATH 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& 153 (prev MATH 126) or permission of instructor.

MATH& 254 **Calculus IV • 5 CR**

Previously MATH 227 Several Variable Calculus

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& 152 (prev 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& 153 (prev MATH 126) or permission of instructor.

**See page 32 for details
about the Associate in
Math Education Direct
Transfer Degree.**

Learn about BCC's degree and certificate options in Video – Digital Media Arts on page 62.

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& 153 (prev MATH 126) or MATH 208 and/or MATH 238. May be repeated for a maximum of 15 credits. **Prerequisite:** Permission of instructor.

Media

Business Division

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 109

Introduction to Web Multimedia • 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:** ANIM 121 and MEDIA 105 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 113 at BCC with a C- or better.

MEDIA 150

Cooperative Work Experience in Media • 1-5 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 MUSC 153 (prev MUSIC 153). Either MEDIA 153 or MUSC 153 may be taken for credit, not both. **Recommended:** VIDEO 122.

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.

MEDIA 219

Business of Film & Video Production • 5 CR

Students develop a broad understanding of the Film and Television industries functions and explore ways to gain access to the industry. Students develop the knowledge and understanding to create their own production companies and bring their creative ideas and projects to fruition. Same as BUS 219 (prev G BUS 219). Either MEDIA 219 or BUS 219 (prev G BUS 219) may be taken for credit, not both. **Prerequisite:** CMST 216 (prev COMM 216) recommended.

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. **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. **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 (prev ECON 201).

Course Descriptions

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.

Medical Informatics

Business Division

MEDIT 110

Technology Fundamentals in Healthcare • 5 CR

Covers the fundamentals of healthcare systems integration, data processing, networking and telecommunication, healthcare messaging protocols and healthcare data security. **Prerequisite:** BTS 161, CS 110, or IT 101 recommended.

MEDIT 220

Health Informatics Standards • 5 CR

Covers the fundamentals of patient records, coding and classification issues, workflow analysis techniques, and an overview of decision support methods. Students learn the fundamentals to perform needs analysis and record requirements. **Prerequisite:** BTS 168, or concurrent enrollment, and MEDIT 110.

MEDIT 221

Healthcare Informatics Interfaces • 5 CR

Applies concepts learned in MEDIT 220 to specific healthcare applications and specific user concepts including nursing, radiology, laboratory, physician as well as patients. Students learn how basic web application and design tools, user interface concepts and software testing methods are applied to clinical informatics scenarios. **Prerequisite:** DBA 130 or concurrent enrollment and MEDIT 220.

MEDIT 230

Healthcare Information Applications & Processes • 5 CR

Students learn key skills to evaluate, select, implement and maintain healthcare applications. Risk management is emphasized. Students evaluate a variety of human-computer interaction issues from the perspective of the patient, provider and executive. Students will design an implementation plan with special emphasis on train-the-trainer programs and customer services. **Prerequisite:** BTS 280 or BUS 230 (prev G BUS 230) and MEDIT 220.

MEDIT 294/295/296/297

Special Topics in Medical Information Technology • V1-10 CR

Allows study of advanced or specialized topics in the field of Medical Information Technology. **Prerequisite:** MEDIT 110 and permission of program chair.

MEDIT 299

Individual Studies in Medical Information • 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:** MEDIT 110 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 Nino/La Nina, and the impacts of climate change on human society and the biosphere.

Learn about BCC's Medical Informatics Certificate on page 56.

Music

Arts & Humanities

Music majors may now earn an AAS Transfer degree with a concentration in music. In addition to the listed AAS requirements, music majors must complete six quarters of music theory, private instruction, and performing groups as a minimum. See Program Chair for details.

Suggested minimum program for music majors and minors is:

FIRST YEAR: MUSIC 110, 111, 112 - First-Year Theory; 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; 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.*

MUSC 100*

Concert Choir • V1-3 CR

Previously MUSIC 100

Ensemble provides vocal performance opportunities of traditional choral literature, great masterworks and musical theater scenes. Covers vocal production, reading music, and musical expression. Includes daily and scheduled rehearsals, and performances outside of class. May be repeated for a maximum of 9 credits.

MUSC 101*

Community Symphonies • 1 CR

Previously MUSIC 101

Students earn credit for playing in approved community orchestras or ensembles. Provides an opportunity to perform a wide variety of literature. Rehearsals are usually one evening per week. May be repeated for a maximum of 6 credits. Participation may require audition. **Prerequisite:** Permission of program chair for approved ensembles.

MUSC 102*

Community Band • 1 CR

Previously MUSIC 102

Students earn credit for playing in approved community bands or wind ensembles. Provides an opportunity to perform a wide variety of literature. Rehearsals are usually one evening per week. May be repeated for a maximum of 6 credits. Participation may require audition. **Prerequisite:** Permission of program chair for approved ensembles.

MUSC 103*

Chamber Choir • 3 CR

Previously MUSIC 103

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 concurrent enrollment in MUSC 100 (prev MUSIC 100).

MUSC 104*

Small Instrumental & Vocal Ensembles • 2 CR

Previously MUSIC 104

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 MUSC 100 (prev MUSIC 100) or MUSC 200 (prev MUSIC 200) for 3 of their 6 quarters.

MUSC& 105

Music Appreciation • 5 CR

Previously MUSIC 108 Listening to Music

Develops listening skills and an understanding of how elements of music are used by composers, while exploring the history of music in western civilization. Class activities include lectures, written materials and a variety of listening experiences including attendance at live musical events.

MUSC 106*

Jazz Band • 3 CR

Previously MUSIC 106

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 MUSC 106 (prev MUSIC 106) or permission of instructor.

MUSC 107

Fundamentals of Music • 5 CR

Previously MUSIC 107

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.

MUSC 109*

Vocal Jazz & Recording Ensemble • 3 CR

Previously MUSIC 105

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) by entry code. Students registered in MUSC 109 (prev MUSIC 105) must be concurrently registered in MUSC 100 (prev MUSIC 100) unless waived by the department.

MUSC 110

First-Year Theory I • 5 CR

Previously MUSIC 110

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.

MUSC 111

First-Year Theory II • 5 CR

Previously MUSIC 111

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:** MUSC 110 (prev MUSIC 110) or permission of instructor.

MUSC 112

First-Year Theory III • 5 CR

Previously MUSIC 112

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:** MUSC 111 (prev MUSIC 111) or permission of instructor.

MUSC 113

Survey of Music History: Antiquity to 1800 • 5 CR

Previously MUSIC 113

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.



MUSC 114

Survey of Music History: 1800 to Present • 5 CR

Previously MUSIC 114

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 MUSC 113 (prev MUSIC 113).

MUSC 115

History of Jazz • 5 CR

Previously MUSIC 115

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.

MUSC 116

History of Rock & Roll • 5 CR

Previously MUSIC 116

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.

MUSC 117

World Music Cultures • 5 CR

Previously MUSIC 117

Introduces traditional and popular music from around the world. Through lecture, discussion, assignments, and attending world music concerts, student explore music styles and concepts and the ways in which music functions as part of society in cultures throughout the world. College level reading and writing recommended.

Course Descriptions

MUSC 120

Class Voice (Group Vocal Instruction) • 2 CR

Previously MUSIC 120

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.

MUSC 130*

Group Piano Instruction I • 2 CR

Previously MUSIC 130

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.

MUSC 131*

Group Piano Instruction II • 2 CR

Previously MUSIC 131

Continues MUSIC 130 with more advanced keyboard and music reading skills. Students learn more keys, chord combinations, and performance of more complex compositions. **Prerequisite:** MUSC 130 (prev MUSIC 130) or permission of instructor.

MUSC 135*

Beginning Guitar • 2 CR

Previously MUSIC 135

Presents the basic skills for reading music and the techniques needed to play the guitar. Intended for students with little or no background in guitar performance. Students must supply their own ACOUSTIC guitar.

MUSC 136*

Intermediate Guitar • 2 CR

Previously MUSIC 136

Develops the skills and knowledge required for playing the guitar, reading music and performance techniques in greater depth. Intended for students with a moderate level of experience. Students must supply their own ACOUSTIC guitar.

MUSC 139*

Private Instruction - Exploring Voice/Instrument • 1 CR

Previously MUSIC 139

Provides one-on-one instruction for non-music majors and students wishing to explore or begin studying an instrument or voice. Instruction must be provided by an approved teacher with at least one 30 minute lesson per week. Students pay the cost of lessons. **Prerequisite:** Permission of department chair.



MUSC 140*

First-Year Private Instruction I • 1 CR

Previously MUSIC 140

Provides one-on-one instruction on a variety of instruments or voice from beginning to advanced levels. Instruction must be provided by an approved teacher with at least one 30 to 45 minute lesson per week. 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.

MUSC 143*

First-Year Private Instruction II • 2 CR

Previously MUSIC 143

Provides one-on-one instruction on a variety of instruments or voice from beginning to advanced levels. Instruction must be provided by an approved teacher with at least one 60 minute lesson per week. Students pay the cost of lessons. May be repeated for a maximum of 4 credits. **Prerequisite:** Permission of program chair.

MUSC 150

Music Technology • 5 CR

Previously MUSIC 150

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.

MUSC 151

MIDI Sequencing I • 3 CR

Previously MUSIC 151

Gives hands-on opportunities to create music using the equipment introduced in MUSC 150. Students complete at least three sequences. May be repeated for a maximum of 18 credits. **Prerequisite:** MUSC 150 (prev MUSIC 150). **Highly Recommended:** Basic piano and keyboard experience, or permission of instructor.

MUSC 152

Advanced MIDI & Digital Audio Techniques • 3 CR

Previously MUSIC 152

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 and technology. **Prerequisite:** MUSC 151 (prev MUSIC 151) or entry code.

MUSC 153

Digital Recording Production • 5 CR

Previously MUSIC 153

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 MUSC 153 (prev MUSIC 153) or MEDIA 153 may be taken for credit, not both. **Recommended:** VIDEO 122.

MUSC 156

Audio Engineering & Music Production I • 5 CR

Previously MUSIC 156

Introduces professional studio control room equipment, microphone use and placement for recording acoustic and electronic instruments, listening skills, basic electronics and acoustics and studio design and workflow.

MUSC 157

Audio Engineering & Music Production II • 5 CR

Previously MUSIC 157

Students gain experience in recording, mixing down, and burning CD music projects by working with analog and digital mixing consoles. Course covers the history and theories of multi-track technology, analog and digital recording. **Prerequisite:** MUSC 156 (prev MUSIC 156).

MUSC 194/195/196/197

Special Topics in Music • V1-3 CR

Previously MUSIC 194/195/196/197

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.

MUSC 200*

College Choir • V1-3 CR

Previously MUSIC 200

Offers performance opportunities for student singers who have completed three quarters of MUSC 100 (prev MUSIC 100). Students gain understanding and skills essential to group and choral singing. Requires 5 hours of rehearsal per week plus scheduled outside rehearsals and performances. May be repeated for a maximum of 9 credits.

MUSC 203*

Chamber Choir • 3 CR

Previously MUSIC 203

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 MUSC 103 (prev MUSIC 103) and permission of instructor (audition). Students must schedule MUSC 100 (prev MUSIC 100) for 3 of their 6 quarters in music.

MUSC 205*

Vocal Jazz Ensemble • 3 CR

Previously MUSIC 205

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 MUSC 109 (prev MUSIC 105). May be repeated for a maximum of 9 credits. **Prerequisite:** Permission of instructor (audition) by entry code. Students registered in MUSC 205 (prev MUSIC 205) must be concurrently enrolled in MUSC 200 (prev MUSIC 200) unless waived by the department.

MUSC 206* BCC

Jazz Band • 3 CR

Previously MUSIC 206

Offers performance opportunities for instrumentalists within the Stage Band instrumentation who have completed three quarters of MUSC 106 (prev 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 MUSC 206 (prev MUSIC 206) after 3 quarters (9 credits) in MUSC 106 (prev MUSIC 106).

MUSC 210

Second-Year Theory I • 5 CR

Previously MUSIC 210

Fourth in a six-quarter sequence in Music Theory. Topics include diatonic materials, basic chromatic chords, analysis, composition, sight singing, and ear training. **Prerequisite:** MUSC 112 (prev MUSIC 112) or permission of instructor.

MUSC 211

Second-Year Theory II • 5 CR

Previously MUSIC 211

Fifth in a six-quarter sequence in Music Theory. Topics include advanced chromatic chords, advanced modulation, analysis, composition, sight singing, and ear training. **Prerequisite:** MUSC 210 (prev MUSIC 210) or permission of instructor.

MUSC 212

Second-Year Theory III • 5 CR

Previously MUSIC 212

Last in a six-quarter sequence in Music Theory. Topics include 20th-century techniques, analysis, composition, sight singing, and ear training. **Prerequisite:** MUSC 211 (prev MUSIC 211) or permission of instructor.

MUSC 240*

Second-Year Private Instruction I • 1 CR

Previously MUSIC 240

Provides one-on-one instruction on a variety of instruments or voice from beginning to advanced levels. Instruction must be provided by an approved teacher with at least one 30 minute lesson per week. Students pay cost of lesson. May be repeated for a maximum of 3 credits in three quarters. **Prerequisite:** Three quarters of MUSC 140 (prev MUSIC 140) or MUSC 143 (prev MUSIC 143) and permission of program chair.

MUSC 243*

Second-Year Private Instruction II • 2 CR

Previously MUSIC 243

Provides one-on-one instruction on a variety of instruments or voice from beginning to advanced levels. Instruction must be provided by an approved teacher with at least one 30 minute lesson per week. Students pay cost of lesson. May be repeated for a maximum of 4 credits. **Prerequisite:** Three quarters of MUSC 140 (prev MUSIC 140) or MUSC 143 (prev MUSIC 143) or permission of program chair.

MUSC 299

Individual Projects in Music • V1-3 CR

Previously MUSIC 299

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

Business Division

NSCOM 199

Independent Studies-Network Services/Computing • V1-5 CR

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

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 (prev ENGL 101) or ENGL 092 or 093 with a C- or better and CS 110, or IT 101, or MEDIA 109. Student 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 with a C- or better. Placement by assessment into ENGL& 101 (prev ENGL 101) or ENGL 092 or 093 with a C- or better.

Learn about BCC's degree and certificate options in Network Services & Computing Systems on page 57.

Course Descriptions



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 with a C- or better and ENGL& 101 (prev ENGL 101) or ENGL 201 or ENGL& 235 (prev ENGL 270) or ENGL 271 or ENGL 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 with a C- or better and ENGL& 101 (prev ENGL 101) or ENGL 201 or ENGL& 235 (prev ENGL 270) or ENGL 271 or ENGL 272 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 by assessment into ENGL& 101 (prev 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 by assessment into ENGL& 101 (prev 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 (prev ENGL 101) or ENGL 201 or ENGL& 235 (prev ENGL 270) or ENGL 271 or ENGL 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 (prev ENGL 101) or ENGL 201 or ENGL& 235 (prev ENGL 270) or ENGL 271 or ENGL 272 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 (prev ENGL 101) or ENGL 201 or ENGL& 235 (prev ENGL 270) or ENGL 271 or ENGL 272 with a C- or better.

NSCOM 294/295/296/297 Special Topics-Network Services/ Computing System • V1-10 CR

Allows specialized or in-depth study of a subject related to computing technologies and/or information security practices. Topics are announced in the quarterly schedule. May be repeated for a maximum of 15 credits of different topics. **Prerequisite:** Permission of instructor.

NSCOM 299 Independent Studies-Network Services/Computing • V1-10 CR

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

Nuclear Medicine Technology

Health Sciences, Education
& Wellness Institute

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.

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.

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.

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.

NMTEC 210

Radiopharmacy • 1 CR

Studies all commonly used nuclear medicine pharmaceuticals, their preparation, indications for use, dosages, and contraindications. **Prerequisite:** Acceptance into program.

NMTEC 211

Nursing Procedures • 1 CR

Presents nursing 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, and electrocardiography. **Prerequisite:** Acceptance into the program.

NMTEC 212

Positron Emission Tomography • 1 CR

Covers all aspects of positron emission tomography (PET), including issues relating to implementation and reimbursement for PET scans, approved clinical indications for PET imaging, biochemistry of fluorodeoxyglucose (FDG), clinical aspects of FDG imaging, new PET radiopharmaceuticals, and PET/CT fusion imaging. **Prerequisite:** Acceptance into program.

NMTEC 229

Introduction to Clinical Education • 3 CR

Provides the student with basic understanding of nuclear medicine instruments and procedures, with an emphasis on the operation of a gamma camera, basic radiopharmacy and radiation safety principles, and patient care procedures. **Prerequisite:** Acceptance into the program.

NMTEC 230

Clinical Education I • 10 CR

First in a five-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 five-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 • 12 CR

Third in a five-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 • 13 CR

Fourth in a five-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 234

Clinical Education V • 13 CR

Fifth in a five-course sequence of supervised clinical instruction in nuclear medicine technology. Topics include radiopharmacy, positron emission tomography, nuclear cardiology, and pediatrics. **Prerequisite:** Acceptance into the 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.

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.



NMTEC 250

Sectional Anatomy for Nuclear Medicine • 3 CR

Presents sectional anatomy of the body, including a brief introduction to the following imaging modalities: CT, MRI, angiography, and ultrasound. **Prerequisite:** Acceptance to program or permission of program chair.

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 262

Clinical Nuclear Medicine III • 1 CR

Discusses advanced topics related to imaging and non-imaging procedures. Topics include hematology and immunology, laboratory techniques in nuclear medicine, Schilling test, H. pylori breath testing, blood volume determination, bone densitometry, radioimmunotherapy, and advanced nuclear neurology. **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.

NMTEC 280

Computed Tomography for Nuclear Medicine • 3 CR

Provides didactic instruction in CT scanning, as is pertinent to its application to nuclear medicine procedures. Includes information relevant to production and detection of X-rays in CT, instrumentation and image reconstruction, specific technique applications, patient care and quality control. **Prerequisite:** Acceptance to program or permission of program chair.

Course Descriptions



Nursing

Health Sciences, Education
& Wellness Institute

NURS 100X

Foundations of Nursing • 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& 241 (prev BIOL 260) and BIOL& 242 (prev BIOL 261).

NURS 100Z

Foundations of Nursing Lab • 5 CR

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& 241 (prev BIOL 260) and BIOL& 242 (prev BIOL 261).

NURS 101X

Nursing Care of the Adult Client I • 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: NURS 101X and NURS 101Z. **Prerequisite:** Acceptance into program and NURS 100X and NURS 100Z.

NURS 101Z

Nursing Care of the Adult Client I Lab • 7 CR

Clinical component for NURS 101X. Students gain experience in health agencies correlating with and implementing nursing theory. **Prerequisite:** Acceptance into program and NURS 100X and NURS 100Z.

NURS 102X

Nursing Care of the Adult Client II • 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 NURS 102Z. **Prerequisite:** Acceptance into program and NURS 101X and NURS 101Z.

NURS 102Z

Nursing Care of the Adult Client II Lab • 6 CR

Clinical component for NURS 102X. Students gain experience in health agencies correlating with and implementing nursing theory. **Prerequisite:** Acceptance into program and NURS 101X and NURS 101Z.

NURS 220X

Maternal/Child Health 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:** Acceptance into program, NURS 102X and NURS 102Z, and BIOL& 260 (prev BIOL 250) and PSYC& 200 (prev PSYCH 204).

NURS 220Z

Maternal/Child Health 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:** Acceptance into program, NURS 102X, and NURS 102Z, and BIOL& 260 (prev BIOL 250) and PSYC& 200 (prev PSYCH 204).

NURS 221X

Behavioral Health 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:** Acceptance into program, NURS 102X and NURS 102Z and BIOL& 260 (prev BIOL 250) and PSYC& 200 (prev PSYCH 204).

NURS 221Z

Behavioral Health 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:** Acceptance into program, NURS 102X and NURS 102Z, and BIOL& 260 (prev BIOL 250) and PSYC& 200 (prev PSYCH 204).

NURS 222X

Transition to Professional Nursing Practice • 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:** Acceptance into program and NURS 220X and NURS 220Z and NURS 221X and NURS 221Z.

NURS 222Z

Transition to Professional Nursing Practice 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:** Acceptance into program and NURS 220X and NURS 220Z and NURS 221X and NURS 221Z.

**Learn about BCC's
degree in Nursing
on page 58.**

Nursing—Continuing Nursing Education

Health Sciences, Education
& Wellness Institute

The Nursing Education Program is accredited by the American Nurses Credentialing Center's Commission on accreditation with all courses and workshops recognized at state and national levels. Offerings are designed to meet the needs of registered nurses, facilitating learning, and updating, expanding, and enriching the role of the nurse in health care. Courses are listed in the quarterly schedule. Call (425) 564-2012 for more information.

Nutrition

Health Sciences, Education
& Wellness Institute

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 HOMECEC 130. Only one of the three (BIOL 130, HOMECEC 130, NUTR 130) may be taken for credit. **Recommended:** BIOL& 160 (prev BIOL 101).

Oceanography

Science Division

OCEA& 101

Introduction to Oceanography • 6 CR

Previously OCEAN 101 Survey of Oceanography

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.

OCEA 110

Environmental Oceanography • 5 CR

Previously OCEAN 110

Provides an overview of ocean environmental issues, including the potential impacts of over fishing, undersea mining, habitat loss, pollution, coastal development, and global climate change on the Earth's oceans. These issues will be studied in the context of the innate relationship between humans and the sea.

Parent Education

Health Sciences, Education &
Wellness Division

	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 throughout the eastside, including on main campus. Registration for fall classes begins in January 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 Development, Discovery

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.



For a list of student clubs,
go to www.bellevuecollege.edu/stupor/club/index.asp.

Philosophy

Arts & Humanities

The Philosophy Department offers a wide variety of courses. Students may take a selection of courses at the Main Campus, at the North Campus, and on-line. 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 and 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 interest 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 the BCC Philosophy Department, visit the website at www.bcc.ctc.edu/philosophy.

PHIL& 101

Introduction to Philosophy • 5 CR

Previously PHIL 100

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& 106

Introduction to Logic • 5 CR

Previously PHIL 120

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.

Course Descriptions



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 114 **Grassroots Activism • 5 CR**

Explores the ethics and practice of effective non-profit, grassroots activism. Through lecture, group work, and Service Learning, students study strategies to achieve well-being in their communities. Topics include forming and maintaining activist groups, lobbying, civic responsibility, creative direct action, civil disobedience, and review of case studies.

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 122 **Philosophical Issues in Environmental Studies • 5 CR**

Provides an introduction to the ethical and epistemological issues pertaining to our interaction with the environment. Students study the various conceptions of the value of the environment and how these bear on environmental policy debates. 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. Fulfills social science or humanities course requirement, not both, at BCC.

PHIL 125 **World Logic • 5 CR**

Introductory study of the logical principles, systems, and techniques of argumentation from Greece, Arabia, India, and China. Historical figures examined include Aristotle, Avicenna, Gautama, and Mo Tzu.

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 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 POLS 201 (prev POLSC 201). Either PHIL 201 or POLS 201 (prev 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 234/235/236/237 **Global Philosophy • 5 CR**

Surveys and assesses major philosophers and philosophical traditions of a specified world region or culture such as Latin America, Islam, China, India, Africa, or the United States. Emphasis is on an historical approach to the metaphysics, epistemology, ethics, and social and political philosophy of these intellectual traditions. Selected region listed in quarterly class schedule.

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 CJ 248 (prev ADMCJ 248). Either PHIL 248 or CJ 248 (prev ADMCJ 248) may be taken for credit, not both.

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 BUS 260 (prev G BUS 260). Either PHIL 260 or BUS 260 (prev 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. May be repeated for a maximum of 15 credits.
Prerequisite: Permission of instructor.

PHIL 365 **Biomedical Ethics: Theory & Practice • 5 CR**

Investigates ethical problems relating to medical practice and biological research through ethical theory and case studies. Involves in-depth and original research and discussion of biomedical ethical issues including euthanasia, abortion, genetic engineering, stem cell research and provider-patient relationships. **Prerequisite:** Acceptance to the program or permission of instructor.

Physical Education

Health Sciences, Education
& Wellness Institute

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 104**

Capoeira • 1 CR

An aerobic form of exercise combining basic dance and martial arts movements performed to the beat of Brazilian drums. Developed in Brazil by African slaves integrating characteristics of both cultures.

PE 105**

Yoga • 1 CR

Introductory and intermediate yoga techniques will be introduced to develop balance, core strength, flexibility, and joint stability. Students gain a greater understanding of the relationship between the mind and body and the importance of exercise in promoting health and reducing stress.

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 114

Beginning Rock Climbing • 1 CR

Introduction to basic rock climbing techniques, equipment, belay, and safety and risk assessment issues. Class meets off campus at a designated local indoor climbing wall for weekly climbing and instruction sessions.

PE 115

Backpacking & Orienteering • 1 CR

Introduction to backpacking with an emphasis on basic map and compass use. Covers Northwest hiking opportunities as well as equipment, trip planning and risk management of back country travel through an exploration of area trails.

PE 116

Snowshoeing • 1 CR

Snowshoeing is a classic technique for exploring the backcountry in snowy conditions. Students tour designated mountain trails each week focusing on fitness, snowshoeing techniques, equipment care and safe mountain travel.

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.

Learn about BCC's
certificate options in
Physical Education on p. 59.

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 126

Outdoor Leadership • 2 CR

Explores techniques of providing leadership for groups in an outdoor adventure class situation. Includes conflict resolution, emotional management, and task balancing skills through an understanding of group dynamics.



Course Descriptions



PE 127 **Soccer • 2 CR**

Introduces basic skills and techniques of soccer. Students learn rules, defensive and offensive tactics.

PE 128 **Sea Kayaking & Navigation • 1 CR**

Class meets off campus at various paddling sites for a review of institutional kayak policies, basic skill development and navigational techniques. Includes Eskimo roll, chart reading, marine weather radio communications, and basic strokes.

PE 136 **Basketball & 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 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 210 **Body Composition Assessment • 1 CR**

An exploration into current research on human metabolism, essential fat, weight management, body composition and overall wellness. Students design exercise and nutritional programs focused on a life-long health plan.

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 228 **Life Fitness Internship • 1 CR**

Students pursuing a career as a fitness technician or personal trainer serve as an assistant trainer in the BCC Fitness Center. Includes developing individual programs and supervising exercises while improving customer service skills. *Prerequisite:* PE 267.

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 233 **Prevention & Care of Athletic Injuries • 2 CR**

Explores the basic principles of athletic training, care, and prevention of sports related injuries. Covers the analysis of common athletic injuries including emergency procedures, treatment limitations, evaluation and preventative approaches.

PE 235 **Adventure Trip Planning & Risk Management • 1 CR**

Explores the leadership dynamics of risk management including recognizing hazards, decision making, site assessment checklists, accessibility and backcountry first aid requirements.

PE 236 **Anatomical Kinesiology • 4 CR**

Introduction to basic Anatomy and Physiology with an emphasis in human movement, nutrition and exercise science. This course is intended for non-science majors interested in fitness instruction or basic health education. *Prerequisite:* High school biology.

PE 237 **Physical Education for Children • 3 CR**

Introduction to a variety of physical activities essential to the development of movement skills in children. Various curricular approaches are discussed focusing on the social, emotional and physical needs of children.

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, take-downs, control, and handcuffing, as well as level-two self-defense techniques for dealing with aggressive subjects. Same as CJ 244 (prev ADMCJ 244). Either PE 244 or CJ 244 (prev 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 CJ 249 (prev ADMCJ 249). Either PE 249 or CJ 249 (prev ADMCJ 249) may be taken for credit, not both.

PE 265

Skills & Materials: Activities for Elem 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 267

Applied Kinesiology • 3 CR

Students use biomechanics and anatomy principles to develop safe and effective training techniques applicable to individuals at a variety of developmental stages. Prepares students to test, measure and refine program goals for individuals based on current research in exercise science.

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& 100

Physics – Basic Concepts • 6 CR

Previously PHYS 106 Basic Concepts in Physics

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 PHYS 121 series. PHYS& 100 (prev PHYS 106) is recommended for students with no previous physics background. **Prerequisite:** MATH 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& 142 (prev MATH 120) or equivalent.

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& 151 (prev 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& 152 (prev 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.

Bellevue Community College is the third largest institution of higher learning in Washington State.

Course Descriptions



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 fifteen (15) credits. **Prerequisite:** Permission of instructor.

Political Science

Social Science Division

POLS& 101

Introduction to Political Science • 5 CR

Previously POLSC 101 Introduction to Politics

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.

POLS 121

The United Nations • 2 CR

Previously POLSC 121

Analyzes the present structure and purpose of the United Nations organization. Seminar format. **Prerequisite:** A course in political science.

POLS 122

The United Nations • 3 CR

Previously POLSC 122

Analyzes the present structure and purpose of the United Nations organization. Seminar format. **Prerequisite:** Permission of the instructor.

POLS 123

The United Nations • 5 CR

Previously POLSC 123

Researches a country in depth and prepares students for the National Model U.N. Conference in New York. **Prerequisite:** Permission of instructor.

POLS 125

Introduction to Political Psychology • 5 CR

Previously POLSC 125

Analyzes the political world by applying basic concepts of psychology. Topics include individual actors, decision-making, group dynamics, and mass political behavior.

POLS 155

The American Presidency • 5 CR

Previously POLSC 155

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.

POLS 160

Introduction to American Political Culture • 5 CR

Previously POLSC 160

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 POLS 160 (prev POLSC 160) or AMST 160 may be taken for credit, not both.

POLS 175

Contemporary Global Issues • 5 CR

Previously POLSC 175

Explores a number of current global issues that have generated tensions and controversy and often placed the U.S. in opposition to world opinion, including nuclear non-proliferation, global warming, the problem of torture, and humanitarian intervention. The role of the United Nations and international law are examined within the framework of national sovereignty and self-interest. **Prerequisite:** POLS& 101 (prev POLSC 101).

POLS 194/195/196/197

Special Topics in Political Science • V1-10 CR

Previously POLSC 194/195/196/197

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

POLS 198

Seminar in Political Science • V1-10 CR

Previously POLSC 198

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

POLS 199

Individual Studies in Political Science • V1-10 CR

Previously POLSC 199

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.

POLS 201

Introduction to Political Philosophy • 5 CR

Previously POLSC 201

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 POLS 201 (prev POLSC 201) or PHIL 201 may be taken for credit, not both.

POLS& 202

American Government • 5 CR

Previously POLSC 102 American Government and Politics

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.

POLS& 203

International Relations • 5 CR

Previously POLSC 203

Examines the struggle for power and peace and the methods by which affairs are conducted between modern nations.

POLS 204

Introduction to Comparative Politics • 5 CR

Previously POLSC 204

Introduces how societies and cultures organize their political, economic and social lives. Through comparison of political systems, students discover unique characteristics, challenges and opportunities as well as how political authority operates focusing on policy process, the economy, the role of citizens, and overall performance in a time of globalization. **Prerequisite:** POLS& 101 (prev POLSC 101).

POLS 220

Introduction to Law • 5 CR

Previously 220

Examines comparatively the social, political, behavioral, philosophical, and intercultural dimensions of law and the legal and political aspects of justice, constitutionalism and rights. Explores legal reasoning and how law operates within the broader societal context. Students critically interpret and evaluate legal information.

POLS 227

Middle East Politics & Society • 5 CR

Previously POLSC 227

Entails an understanding of Islam as a fundamental socio-economic and political force, the European power of politics of early centuries, U.S. involvement in the region, comparative analysis of governments, political cultures, economic development, regional conflict and terrorism.

POLS 230

Revolutions in the Modern World • 5 CR

Previously POLSC 230

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 POLS 230 (prev 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.

POLS 294/295/296/297

Special Topics in Political Science • V1-10 CR

Previously POLSC 294/295/296/297

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

POLS 298

Seminar in Political Science • V1-10 CR

Previously POLSC 298

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

POLS 299

Individual Studies in Political Science • V1-10 CR

Previously 299

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

Programming

Business Division

PROG 109

Introduction to Web Development • 5 CR

Introduces fundamental programming techniques using current web development software. Students design procedures and write computer instructions to solve business problems, learn procedural programming, develop graphical user interfaces for the web and work with events and objects. Note: Web Multimedia Authoring students are required to complete WEBMM 111 prior to taking PROG 109. **Prerequisite:** Placement by assessment into ENGL& 101 (prev ENGL 101) or ENGL 092 or 093 with a C- or better and college level reading.

PROG 110

Introduction to Programming • 5 CR

Students learn object oriented programming techniques using the current software development tools and a .NET programming language. 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 requirements for non-business majors at BCC. **Prerequisite:** Placement by assessment into MATH& 141 (prev MATH 105) or MATH 099 with a C- or better or the equivalent course from another college. Placement by assessment into ENGL& 101 (prev ENGL 101) or completion of ENGL 092 or 093 with a C- or better and college level reading.

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& 141 (prev MATH 105) or MATH 099 with a C- or better or the equivalent course from another college. Placement by assessment into ENGL& 101 (prev ENGL 101) or completion of ENGL 092 or 093 with a C- or better and college level reading.

PROG 113

Intermediate C++ Programming • 5 CR

Expands upon the fundamentals covered in PROG 111. 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. Placement by assessment into ENGL& 101 (prev ENGL 101) or completion of ENGL 092 or 093 with a C- or better and college level reading.

PROG 117

Web Development II • 5 CR

Students learn Web based programming techniques using current web development software. Students access data in databases and develop appropriate user interfaces to display the data. Students apply object oriented programming concepts to application development. **Prerequisite:** PROG 109 at BCC with a C- or better, or entry code.

PROG 118

Windows Development II • 5 CR

Students learn advanced Windows programming techniques using current windows development software, access data in databases and develop appropriate user interfaces to display the data. Students apply object oriented programming concepts to application development. **Prerequisite:** PROG 110 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 current software development tools and a .NET programming language. 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 117 or PROG 118. Placement by assessment into ENGL& 101 (prev ENGL 101) or completion of ENGL 092 or 093 with a C- or better and college level reading.



Course Descriptions



PROG 125 Enterprise Software Development I • 5 CR

Students learn object oriented programming techniques using the current software development tools and a .NET programming language. 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 120 with a C- or better.

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:** DBA 130 and choose one of PROG 113, or PROG 117 or PROG 118.

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:** Placement by assessment into ENGL& 101 (prev ENGL 101) or completion of ENGL 092 or 093 with a C- or better and college level reading.

PROG 175 Database Reporting • 5 CR

Students develop professional quality reports using the most up-to-date reporting tools in the industry. Students learn to select information from relational databases and create meaningful reports for data analysis and deploy reports in Windows applications and on the Web. Reporting techniques include drilldown, graphing and cross tabs as well as standard grouping and summarization of data. **Prerequisite:** BTS 168.

PROG 199 Independent Studies in Programming • V1-5 CR

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

PROG 210 Enterprise Software Development II • 5 CR

Students expand their ability to create enterprise applications using current software languages. 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 120 and PROG 140 at BCC with a C- or better.

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 with a C- or better.

PROG 225 Enterprise Software Development Project • 5 CR

Students use skills learned in previous classes to create an enterprise application that uses Web and Windows interfaces and data access components. **Prerequisite:** PROG 210 with a C- or better.

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:** 15 prior college Programming credits. Placement by assessment into ENGL& 101 (prev ENGL 101) or completion of ENGL 092 or 093 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. **Prerequisite:** ENGL& 101 (prev ENGL 101) and PROG 120 at BCC with a C- or better, or entry code.

PROG 294/295/296/297 Special Topics in Programming • V1-10 CR

Allows specialized or in-depth study of a subject related to programming. Topics are announced in the quarterly schedule. May be repeated for a maximum of 15 credits of different topics. **Prerequisite:** Permission of instructor.

PROG 299 Independent Studies in Programming • V1-10 CR

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

Psychology

Social Science Division

PSYC& 100 General Psychology • 5 CR

Previously PSYCH 100 Introduction to Psychology
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.

PSYC 109 Psychology of Adjustment • 5 CR

Previously PSYCH 109
Teaches the scientific principles of psychology as they relate to adaptation to life's challenges. Topics include the nature and management of stress, coping strategies, interpersonal communication, relationship dynamics, self concept, life long learning, and career development.

PSYC 110 Applied Psychology • 5 CR

Previously PSYCH 110
Stresses application of psychological theory. Students survey how psychology interfaces with other disciplines, focusing on how psychologists perform their professional functions in different settings.

PSYC 194/195/196/197

Special Topics in Psychology • V1-10 CR

Previously PSYCH 194/195/196/197

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

PSYC 198

Seminar in Psychology • V1-10 CR

Previously PSYCH 198

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

PSYC 199

Individual Studies in Psychology • V1-10 CR

Previously PSYCH 199

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.

PSYC& 200

Lifespan Psychology • 5 CR

Previously PSYCH 204 General Developmental Psychology

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:** PSYC& 100 (prev PSYCH 100).

PSYC 202

Introduction to Physiological Psychology • 5 CR

Previously PSYCH 202

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. **Prerequisite:** PSYC& 100 (prev PSYCH 100) recommended.

PSYC 203

Human Learning & Performance • 5 CR

Previously PSYCH 203

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.

PSYC 205

Introduction to Personality • 5 CR

Previously PSYCH 205

Examines assumptions about the nature of humankind. Students focus on psychometric techniques as well as major theories and theorists. **Prerequisite:** PSYC& 100 (prev PSYCH 100).

PSYC 209

Fundamentals of Psychological Research • 5 CR

Previously PSYCH 209

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:** PSYC& 100 (prev PSYCH 100).

PSYC 210

Psychology of Human Sexuality • 5 CR

Previously PSYCH 210

Examines human sexuality from three main perspectives: psychological, biological, and socio-cultural. **Prerequisite:** PSYC& 100 (prev PSYCH 100) recommended.

PSYC& 220

Abnormal Psychology • 5 CR

Previously PSYCH 200

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. **Prerequisite:** PSYC& 100 (prev PSYCH 100) recommended.

PSYC 240

Social Psychology • 5 CR

Previously PSYCH 240

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 PSYC 240 (prev PSYCH 240) or SOC 240 may be taken for credit, not both. **Prerequisite:** PSYC& 100 (prev PSYCH 100) or SOC& 101 (prev SOC 110) or permission of instructor.

PSYC 250

Cross-Cultural Psychology • 5 CR

Previously PSYCH 250

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.

PSYC 257

Psychology of Sex & Gender • 5 CR

Previously PSYCH 257 Psychology of Sex Differences

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.

PSYC 294/295/296/297

Special Topics in Psychology • V1-10 CR

Previously PSYCH 294/295/296/297

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

PSYC 298

Seminar in Psychology • V1-10 CR

Previously PSYCH 298

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

PSYC 299

Individual Studies in Psychology • V1-10 CR

Previously PSYCH 299

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.



Course Descriptions



Radiation Management

Health Sciences, Education
& Wellness Institute

Provides a four-year degree designed specifically for certified professionals in Radiologic Technology, Diagnostic Ultrasound, Radiation Therapy, and Nuclear Medicine. The program has two degree concentrations.

Radiation and Imaging Management: for students who wish to lead radiation and imaging departments and clinics.

Radiation and Imaging Technology: for students seeking advanced technical expertise. It will give students access to post-baccalaureate study through the University of Washington's Master of Health Administration program.

RAIM 301

Essentials of Imaging & Therapy • 5 CR

Covers different modalities within the radiology and radiation therapy fields including terminology, equipment, procedures, safety issues, staffing and economics. Emphasis is on understanding the modality from an administrative standpoint. Students complete five modules in modalities in which they are not certified. **Prerequisite:** Acceptance to the program or permission of instructor.

RAIM 320

Finance & Accounting for Healthcare Managers • 5 CR

Addresses issues of financial management in healthcare systems, including budget development and analysis, equipment purchase and depreciation, salaries and benefits, and coding and reimbursement. Case studies are used to bring a contextual focus on radiation and diagnostic imaging departments and the healthcare industry including multinational aspects and parameters of outsourcing. **Prerequisite:** Acceptance to the program or permission of instructor.

RAIM 325

Organizational Theory & Behavior in Healthcare • 5 CR

Presents theory and practice of how organizational design affects group and interpersonal interactions as it applies to healthcare. Includes organizational structures, culture, and change management. Case studies used to bring contextual focus on radiation and diagnostic imaging departments and the global healthcare industry. **Prerequisite:** Acceptance to the program or permission of instructor.

RAIM 340

Human Resources Management in Health Professions • 5 CR

Examines laws, regulations and practices relating to employment in healthcare settings, including requirements for staffing, evaluating employee performance, career development, union relationships, health, safety security, diversity issues, probation and dismissal. Case studies are used to bring a contextual focus on radiation and imaging departments and in a global healthcare industry. **Prerequisite:** Acceptance to the program or permission of instructor.

RAIM 350

Legal & Regulatory Aspects of Healthcare • 5 CR

Covers laws and regulations pertaining to healthcare. Topics include contracts with equipment vendors, HIPAA and Stark laws, and insurance. Case studies are used to bring a contextual focus on radiation and diagnostic imaging departments and the healthcare industry. **Prerequisite:** Acceptance to the program or permission of instructor.

RAIM 401

Marketing in Healthcare Environment • 5 CR

Covers marketing in healthcare including aspects of business-to-business and business-to-customer. Topics include marketing strategies, cost benefit analysis, and assessment of success of marketing campaigns. Case studies are used to bring a contextual focus on radiation and diagnostic imaging departments and the global healthcare industry. **Prerequisite:** Acceptance to the program or permission of instructor.



RAIM 410

Institutional Quality & Safety Management • 5 CR

Covers management of hospital and departmental accreditation. Includes principles of total quality management, interpretation of accreditation standards, design of processes to address standards, and preparation for a site visit. Case studies are used to bring a contextual focus on radiation and diagnostic imaging departments. **Prerequisite:** Acceptance to the program or permission of instructor.

RAIM 440

New Business Planning in Healthcare • 5 CR

Covers planning and developing a new business venture within the healthcare industry. Includes plan development, pro-forma budget, estimates of market audience and planning, sources of financing, tracking response and success. Case studies are used to bring a contextual focus on radiation and diagnostic imaging departments and the healthcare industry. **Prerequisite:** RAIM 401 or permission of instructor.

RAIM 460

Management & Leadership in Healthcare • 5 CR

Prepares for leadership roles in healthcare. Topics include relations with diverse and/or remotely located staff, global and virtual employees, communication skills for managers, time management, motivating employees, and conflict resolution. Case studies are used to bring a contextual focus on radiation and imaging departments and a global healthcare industry. **Prerequisite:** Acceptance to the program or permission of instructor.

RAIM 475

Capstone Project • 5 CR

Students review, integrate and practice the skills and knowledge covered throughout the Radiation and Imaging program. Students select a complete and significant project drawn from case studies involving both management and technology components. **Prerequisite:** Acceptance to the program or permission of instructor.

Radiation Technology

Health Sciences, Education
& Wellness Institute

RAIT 301

Sectional Anatomy • 3 CR

Presents normal human anatomy in various planes using Computed Tomography (CT), Magnetic Resonance (MR), interventional, and cardiac catheter images. Either RAIT 301 or IMAGE 250 can be taken for credit, not both. **Prerequisite:** Acceptance to the program or permission of instructor.

RAIT 302

Body Pathophysiology • 3 CR

Presents pathologies of the abdomen, chest, and neck with physiological implications pertinent to Computed Tomography, Magnetic Resonance, interventional, and Cardiac Catheter imaging modalities. Either RAIT 302 or IMAGE 265 can be taken for credit, not both. **Prerequisite:** Acceptance to the program or permission of instructor.

RAIT 303

Neuropathophysiology • 3 CR

Presents neurological based pathologies and the related diagnostic/interventional procedures applied in evaluation and treatment. Either RAIT 303 or IMAGE 266 can be taken for credit, not both. **Prerequisite:** Acceptance to the program or permission of instructor.

RAIT 310

Computed Tomography Instrumentation & Procedures • 3 CR

Designed to provide didactic preparation for advanced level certification exam in Computed Tomography scanning. Includes information pertaining to the equipment used, clinical application, specific technique applications, patient care and quality control. Either RAIT 310 or IMAGE 280 can be taken for credit, not both. **Prerequisite:** Acceptance to the program or permission of instructor.

RAIT 311

Clinical Practicum in Computed Tomography • 12 CR

Provides the opportunity to develop required competencies for advance certification in Computed Tomography technology. Includes 40 hours per week for 11 weeks in a CT department. Either RAIT 311 or IMAGE 270 can be taken for credit, not both. Course graded Pass/Fail. **Prerequisite:** Acceptance to the program or permission of instructor.

RAIT 312

Biology of Cancer • 5 CR

Emphasis is on the cellular, genetic, biochemical and environmental aspects of the disease including discussion of the multiple disease nature of cancer, its diagnosis and treatment. Same as BIOL 312. Either BIOL 312 or RAIT 312 may be taken for credit, not both. Recommended **Prerequisite:** BIOL& 160 (prev BIOL 101) or BIOL& 211 (prev BIOL 201).

RAIT 315

Magnetic Resonance Instrumentation & Procedures • 3 CR

Presents the physics of magnetization, image production, image weighting, pulse responses, scanning procedures, magnet safety, and the role of the technologist. Either RAIT 315 or IMAGE 281 can be taken for credit, not both. **Prerequisite:** Acceptance to the program or permission of instructor.

RAIT 316

Clinical Practicum in Magnetic Resonance Imaging • 12 CR

Provides the opportunity to develop required competencies for advance certification in Magnetic Resonance Imaging. Includes 40 hours per week for 11 weeks in an MRI department. Either RAIT 316 or IMAGE 271 can be taken for credit, not both. Course graded Pass/Fail. **Prerequisite:** Acceptance to the program or permission of instructor.

RAIT 320

Intervention Procedures • 3 CR

Provides a survey of special diagnostic and interventional procedures. The technologist role and responsibilities in these procedures is discussed relative to equipment and supplies used, drugs administered, and assessing and monitoring of the patient. Either RAIT 320 or IMAGE 283 can be taken for credit, not both. **Prerequisite:** Acceptance to the program or permission of instructor.

RAIT 321

Vascular Interventional Clinical • 12 CR

Provides the opportunity to develop required competencies for advanced certification in Interventional Vascular Technology. The course includes 40 hours per week for 11 weeks in and IR department. Either RAIT 321 or IMAGE 272 can be taken for credit, not both. Course graded Pass/Fail. **Prerequisite:** Acceptance to the program or permission of instructor.

RAIT 325

Mammography • 4 CR

Preparation for certification by the ARRT in mammography. In addition to didactic education, the course includes laboratory sessions in a Mammography department. **Prerequisite:** Acceptance to the program or permission of instructor.

Learn about BCC's
degree in Radiologic
Technology on p. 59-60.

RAIT 326

Ultrasound Physics for Mammographers • 3 CR

Covers acoustical physics, including the concepts and principles of sound transmission and the utilization of high frequency sound to produce images for diagnostic purposes. **Prerequisite:** Acceptance to the program or permission of the instructor.

RAIT 327

Breast Ultrasound for Mammographers • 3 CR

Reviews anatomy and physiology of the breast. Includes orientation to sectional imaging of the breast, correlation with mammographic images, and characterization of normal and abnormal findings from a sonographic viewpoint. **Prerequisite:** Acceptance to the program or permission of instructor.

RAIT 328

Ultrasound Equipment for Mammographers • 2 CR

Introduces the ultrasound system. Includes detailed descriptions of essential parts of the ultrasound system using a variety of ultrasound machines, classroom demonstrations of system operations and technique, and practical application to breast anatomy and pathology. **Prerequisite:** Acceptance to the program or permission of instructor.

RAIT 329

Mammography Clinical Practicum • 4 CR

Students are assigned to a mammography department for 132 hours to satisfy clinical competency requirements of the ARRT for eligibility to sit for the ARRT advanced level exam in mammography. **Prerequisite:** Acceptance to the program or permission of instructor.

RAIT 350

Nuclear Cardiology • 5 CR

Covers all aspects of nuclear cardiology, including anatomy, physiology, pathology, electrocardiography, acquisition and processing of nuclear cardiology studies, stress testing (both exercise and pharmacologic), emergency care in the nuclear cardiology department, and correlative imaging. The course is designed to prepare students for the Nuclear Cardiology (NCT) examination. **Prerequisite:** Acceptance to the program.

Course Descriptions

RAIT 360

Positron Emission Tomography • 3 CR

Covers all aspects of positron emission tomography, including the physics of coincidence imaging, instrumentation, clinical and basic research uses, and reimbursement issues. The use of computed tomography in conjunction with PET is discussed. The course is designed to prepare students for the PET certification examination. **Prerequisite:** Acceptance to the program.

RAIT 361

Clinical Practicum Positron Emission Tomography • 12 CR

Provides the opportunity to develop required competencies for certification in Positron Emission Tomography. Course includes approximately 396 hours in one or more PET departments and clinics. Students work with combined PET/CT scanners. Course does not address clinical training in computed tomography. Course graded Pass/Fail. **Prerequisite:** Acceptance to the program or permission of instructor.

RAIT 401

Advanced Sectional Anatomy • 2 CR

Designed for students having completed a sectional anatomy course. Neuro and vascular anatomy, and sectional images of joint and extremity body areas presented with Computed tomography and Magnetic Resonance images. Either RAIT 401 or IMAGE 251 can be taken for credit, not both. **Prerequisite:** RAIT 301 or permission of instructor.

RAIT 410

Advanced Computed Tomography Procedures • 3 CR

Presents state of the art Computed Tomography technology and procedures. Emphasis placed on protocols utilized to image pathologies and the potential applications of CT in evaluation of disease progression following treatment. **Prerequisite:** RAIT 310 or CT certification or permission of instructor.

RAIT 415

Advanced Magnetic Resonance Imaging Procedures • 3 CR

Designed for those currently employed as Magnetic Resonance technologists or those having completed a formal MR instrumentation course. Includes a brief review of MR physics, an in-depth analysis of fast imaging pulse sequences, advanced clinical application, advanced hardware, and a review of current research activity in continued application of Magnetic Resonance Imaging. **Prerequisite:** RAIT 315 or Magnetic Resonance certification or permission of instructor.

RAIT 490

Information & Management • 3 CR

Covers existing data standards, data and information quality, the nature of imaging data, and the ways in which imaging data and information are used within radiology departments and by users outside of radiology. Students apply classroom concepts in their own work and practice settings. **Prerequisite:** Acceptance to the program or permission of instructor.

RAIT 495

Quality Assurance & Accreditation • 5 CR

Covers the principles and practice of quality assurance in medical settings, radiology, and radiation therapy departments. These principles are applied to design a project related to quality assurance. **Prerequisite:** Acceptance to the program or permission of instructor.

Radiation Therapy

Health Sciences, Education & Wellness Institute

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 • VI-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 • VI-5 CR

Covers a variety of topics to acquaint the radiation therapy student with the role of radiation oncology in cancer management. May be repeated for a maximum of 15 credits. **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.

Learn about BCC's degree in Radiation Therapy on page 59.

Course Descriptions



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. May be repeated for a maximum of 15 credits. *Prerequisite:* Acceptance into program.

Radiologic Technology

Health Sciences, Education
& Wellness Institute

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 or permission of instructor.

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 or permission of instructor.

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.

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 or permission of instructor.

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

Eighth 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 designed for buyers, sellers, investors and preparation for the Washington State Real Estate Salesperson Exam. Legal titles and instruments, finance, appraisal, contracts, agency and land economics are covered. Same as BUS 130. Either R EST 130 or BUS 130 (prev G BUS 130) may be taken for credit, not both.

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 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.

Course Descriptions



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 increasingly complex course work. Real estate professionals learn 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 142 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 one's 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 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 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 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 299

Individual Studies in Real Estate • 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:** Approval by Real Estate Director.

Recreation Leadership

Health Sciences, Education
& Wellness Institute

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 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 260

Northwest Fitness Exploration • 2 CR

Students meet at nearby sites in the Cascades Mountains. A variety of outdoor activities are introduced with a focus on basic skills and safety practices. Activities include snowshoeing, plant identification, fly fishing, NW geology, orienteering, backpacking, outdoor food preparation, camping, and bouldering.

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& 101

Introduction to Sociology • 5 CR

Previously SOC 110

Investigate the human social condition, and develop a useful way to think critically about the world around you. Themes include power dynamics, culture, the development of self in society, deviance, stereotyping, and/or the social construction of knowledge.

SOC 105

Sociology of Blacks in America • 5 CR

Explore the social and cultural background of Blacks in America. Themes include music and popular culture, activism, politics, and/or social change. Same as ETHN 105. Either SOC 105 or ETHN 105 may be taken for credit, not both. **Prerequisite:** Placement by assessment into ENGL& 101 (prev ENGL 101) ENGL 092 or 093 with a C- or better, or entry code.

Learn about BCC's degree and certificate options in Real Estate on page 60-61.

Course Descriptions



SOC 120 **Introduction to Native American Studies • 5 CR**

Provides an historical and contemporary perspective on the social, political, and cultural issues of the Indigenous Peoples of North America. Students explore Indigenous literature, and the representation of Native peoples in film and television, among other areas. **Prerequisite:** ENGL& 101 (prev ENGL 101) recommended.

SOC 121 **Native Americans & Film • 5 CR**

Provides an historic and contemporary perspective on the representations of Native Americans in cinema. Explores the invention of Natives in Hollywood and the creation of a Native aesthetic. Same as ETHN 121. Either SOC 121 or ETHN 121 may be taken for credit, not both. **Prerequisite:** ENGL& 101 (prev ENGL 101) recommended.

SOC 122 **Activism & Popular Culture • 5 CR**

Provides an historic and contemporary perspective on social and political movements through the lens of popular culture. Students explore literature, film, music, and news media to critically understand a given social/political movement in the United States. **Prerequisite:** ENGL& 101 (prev ENGL 101) and SOC& 101 (prev SOC 110) recommended.

SOC 150 **Sociology of Children & Youth • 5 CR**

Explore the ideas and experiences of children and youth, and learn to apply sociological thinking to everyday life. Themes include youth subcultures, children's rights, identity development, friendships and dating, popular culture, and social problems of youth like drug use and eating disorders.

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& 201 **Social Problems • 5 CR**

Previously SOC 170 Social Problems of Contemporary Society

Analyze the social-structural foundations of, and solutions to contemporary social problems. Investigate issues such as homelessness, violence and war, racism, education in America, and/or the criminal justice system in an active and cooperative learning environment. Designed for the entering student.

SOC 205 **Cultural Studies • 5 CR**

What (and who) makes culture in America? Study some of the most important thrusts in Cultural Studies, and trace the history of Cultural Studies as a field. Themes may include the development of cultural studies, high/low brow culture, and analysis of art, film, media, and network societies. **Prerequisite:** ENGL& 101 (prev ENGL 101) recommended.

SOC 210 **Sociology of Popular Culture • 5 CR**

What makes popular culture "popular" and who decides for us? Wrestle with the notion of whether popular culture defines society, or if society defines popular culture by studying television, music, film, and more. Themes include social construction, audience reception, and network societies. **Prerequisite:** ENGL& 101 (prev ENGL 101) recommended.

SOC 215 **TV Culture & Society • 5 CR**

Study how television affects various forms of knowledge, ways of thinking, and core elements of our social lives. Themes include television culture, dominant and subversive TV, technological voyeurism, how to watch the news, and the social history of television. **Prerequisite:** ENGL& 101 (prev ENGL 101) recommended.

SOC 220 **Introduction to Social Research • 5 CR**

Engage the sociological imagination! Learn how knowledge is produced and developed by analyzing the steps of sociological research. Gain practical experience in researching social issues. Designed for students in social sciences and health sciences. **Prerequisite:** Placement by assessment into MATH& 141 (prev MATH 105) or MATH 099 with a C- or better and 5 credits in Social Science with a C- or better or permission of instructor.

SOC 225 **Introduction to Social Theory • 5 CR**

Why do we do what we do? Explore classic and contemporary social thought about humans and our societies. Learn how to read, analyze, and critique important social theories. **Prerequisite:** ANTH& 100 (prev ANTH 100) or SOC& 101 (prev SOC 110) or ECON 100 recommended.

SOC 230 **Sociology of Education • 5 CR**

Examine the crucial roles education and schools play in society. How do schools both encourage and discourage social change? Themes include the social context and culture of schools in America, gender differences in education, the economics of schooling, racial and ethnic segregation, political controversies about schools, and/or school reform. **Prerequisite:** ANTH& 100 (prev ANTH 100) or PSYC& 100 (prev PSYCH 100) or SOC& 101 (prev SOC 110) recommended.

SOC 240 **Social Psychology • 5 CR**

Examine 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 PSYC 240 (prev PSYCH 240). Either SOC 240 or PSYC 240 (prev PSYCH 240) may be taken for credit, not both. **Prerequisite:** PSYC& 100 (prev PSYCH 100) or SOC& 101 (prev SOC 110) or permission of instructor.

SOC 246 **Sociology of Religion • 5 CR**

Critically engage the relationship religion has with American Society. Themes include various beliefs and practices, cults, popular culture, death and dying, political economy, and/or social change. **Prerequisite:** SOC 101 (prev SOC 110) recommended.

SOC 248

Public Health • 5 CR

What is Public Health, and how does it differ from Health Care? Investigate the role of the American Public Health system and how it impacts different groups across racial, class, and gender lines. Themes may include the social history of Public Health, needle exchange programs, and germ panic in America. **Prerequisite:** ENGL& 101 (prev ENGL 101) recommended.

SOC 250

Aging in America • 5 CR

Study how the experience of aging affects individuals, families, and society. What does it mean to be young, middle-aged, or elderly in American society? Examine the social transitions of life from a sociological perspective. Themes may include rites of passage, age discrimination, work and retirement, sexuality and relationships, health, illness and caregiving. **Prerequisite:** PSYC& 100 or (prev PSYCH 100) SOC& 101 (prev SOC 110) or permission of instructor.

SOC 252

Sociology of Work • 5 CR

Explore the sociohistorical meaning of the phrase "Get a Job!" Understand the complexities of workers, poverty, and social reform. See yourself as a worker, and critically understand what that may mean in America. Topics may include Unions, the class system in America, and the idea of a "good job." **Prerequisite:** ENGL& 101 (prev ENGL 101) recommended.

SOC 254

Sociology of Sex & Gender • 5 CR

Explore the social context of sex and gender. Investigate the wide-ranging similarities and differences in women's and men's experiences. Themes may include media stereotyping, gender roles, sex segregation in the workforce, sexual politics, and the experiences of women and men in schools and in families. **Prerequisite:** ANTH& 100 (prev ANTH 100) or PSYC& 100 (prev PSYCH 100) or SOC& 101 (prev SOC 110) recommended.

SOC 255

Families in American Society • 5 CR

Explore changes in the culture and structure of families in contemporary society. Themes include single parenting, new family structures, marriage, divorce, childhood, and/or courtship and dating. **Prerequisite:** ANTH& 100 (prev ANTH 100) or PSYC& 100 (prev PSYCH 100) or SOC& 101 (prev SOC 110) or permission of instructor.

SOC 256

Sociology of Sexualities • 5 CR

Critically investigate sexual behavior and sexuality in contemporary America from a sociological perspective. Themes may include gender construction, the sexual self, the sex industry, attitudes about the body, and/or sex in popular culture. **Prerequisite:** ANTH& 100 (prev ANTH 100) or PSYC& 100 (prev PSYCH 100) or SOC& 101 (prev SOC 110) or permission of instructor.

SOC 258

Sociology of the Body • 5 CR

Examine how cultures think about the body. Explore how society shapes bodies and how humans "perform" individual and group identities through bodies and bodily manipulation. Themes may include tattooing and body piercing, beauty standards and plastic surgery, transgenderism, race/ethnicity, and disability. No knowledge of anatomy is required. **Prerequisite:** ANTH& 100 (prev ANTH 100) or SOC& 101 (prev SOC 110) or SOC 256 recommended.

SOC 260

Death and Dying • 5 CR

What happens to your physical body when you die? Who decides what happens? Critically examine the social history and the business of death and dying in America as it has changed over time. Topics may include death in popular culture, the business of death, and the employment that death provides. **Prerequisite:** ANTH& 100 (prev ANTH 100) or PSYC& 100 (prev PSYCH 100) or SOC& 101 (prev SOC 110) or permission of instructor.

SOC 262

Sociology of Race & Ethnicity • 5 CR

Examine the complexities of race and ethnicity in America. Themes include current events, representations in popular culture, the development of a racial self, and/or the interaction of race and social class. **Prerequisite:** SOC& 101 (prev SOC 110) or permission of instructor.

SOC 264

Intersections of Race, Class, & Gender • 5 CR

Explore how race, class, and gender interact and are embedded in social and cultural frameworks. Themes may include poverty and privilege, socialization, stereotypes, and/or media images. **Prerequisite:** SOC& 101 (prev SOC 110) or SOC 262 recommended.

SOC 265

Urban Sociology • 5 CR

Investigate the structures and activities of city life. Themes include urban development, decay, renewal, art and architecture, wealth and poverty, growth of the suburbs and/or overall transformation of the city. **Prerequisite:** ANTH& 100 (prev ANTH 100) or PSYC& 100 (prev PSYCH 100) or SOC& 101 (prev SOC 110) or permission of instructor.

SOC 268

Sociology of Food • 5 CR

From where does your food come? Why and when do you eat what you do? Critically analyze the social history of food production and consumption in America over time. Themes include the changing rhythms of food development, understanding diet and nutrition from a cultural perspective, and food in pop culture. **Prerequisite:** ENGL& 101 (prev ENGL 101) recommended.

SOC 270

Deviance • 5 CR

Critically explore deviance as an ever-changing idea in society. Understand the impact social values have on the development of deviance. Themes may include religion, family, crime, and/or popular culture. **Prerequisite:** ANTH& 100 (prev ANTH 100) or PSYC& 100 (prev PSYCH 100) or SOC& 101 (prev SOC 110) or permission of instructor.

SOC 275

Technology in Society • 5 CR

What is the role technology plays in society and in your life? Dig deeply into the social realm of technology. Investigate how identities are created, recreated, and challenged through mediated technologies. Topics may include network societies, hyper-realities, the digital divide, and the global and social histories of technology. **Prerequisite:** ENGL& 101 (prev ENGL 101) recommended.

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.

BCC's Sociology department offers introductory and advanced courses. Visit www.bellevuecollege.edu/socsci/soc.

Course Descriptions

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 (prev ENGL 101) or ENGL 092 or 093 with a C- or better. Recommended BTS 161.

TECH 199

Independent Studies in Technology • V1-10 CR

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

TECH 215

PC Analysis & 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 (prev 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 & 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.

**Learn about BCC's
degree and certificate
options in Technical
Support – Information
Technology on p. 61-62.**

TECH 223

Using & Supporting Linux • 5 CR

Hands-on training covers the fundamentals of Vendor Independent Linux operating systems. Students install, configure, use and administer Linux. Includes competencies required for Linux+ certification. **Prerequisite:** CS 210 or PROG 113 or PROG 120 or TECH 217 or WEBMM 211 with a C- or better, or entry code.

TECH 289

Portfolio Evaluation of Work Experience • 4 CR

Students work independently to prepare portfolio materials demonstrating their problem solving skills and experience. 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:** Permission of instructor.

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 TECH 293, for additional non-paying credit-earning, on-the-job experience in technical support. For TECH degree students only. **Prerequisite:** TECH 293 at BCC; and an entry code.

TECH 295/296/297

Special Topics in Technology • V1-10 CR

Allows specialized or in-depth study of a subject related to computing technologies and/or technical support practices. Topics are announced in the quarterly schedule. May be repeated for a maximum of 15 credits of different topics. **Prerequisite:** Permission of instructor.

TECH 299

Independent Studies in Technology • V1-5 CR

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

Theatre Arts

Arts & Humanities Division

Dance

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. May be repeated for a maximum of 6 credits. **Prerequisite:** DANCE 130 or permission of instructor.

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 141*

Ballet Technique II • 2 CR

Expansion of the principles, techniques, and vocabulary of classical ballet. Students continue to develop in all areas of technique as they gain flexibility, strength and coordination. For advanced beginning, intermediate and continuing students. **Prerequisite:** Dance 140 or equivalent recommended.

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 202 or permission of instructor.

Drama

The Drama Department produces plays or musicals for credit each quarter in the 300-seat Carlson Theatre as well as the intimate Stop Gap Studio Theatre.

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.*

DRMA& 101

Introduction to Theatre • 5 CR

Previously DRAMA 101

Explores the theatre experience from a variety of perspectives, including the audience, the playwright, the actor, the designer, and the director. Attendance at two performances (one on campus) is required.

DRMA 151*

Acting: Improvisation • 5 CR

Previously DRAMA 151

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.

DRMA 152*

Acting: Movement • 5 CR

Previously DRAMA 152

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.

DRMA 153*

Acting: Scene Study • 5 CR

Previously DRAMA 153

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.

DRMA 161*

Acting for Film & Media • 5 CR

Previously DRAMA 161

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.

DRMA 200

Drama Colloquium • 3 CR

Previously DRAMA 200

Offers an in-depth analysis of the history and literature of the period for BCC's annual drama production. Format includes discussion with the director, designers, and technical director of the production. **Prerequisite:** Concurrent enrollment in DRMA 291 (prev DRAMA 291) and permission of instructor.

DRMA 206

American Musical Theatre • 5 CR

Previously DRAMA 206

Traces the development of the American Musical from its roots in Vaudeville, through the tap shows of the thirties, the classical musicals of Rodgers and Hammerstein, rock musicals, Sondheim, and Webber up to the newest musicals on and off Broadway. Covers script (book), dance, music, production, thematic material, and the cultural context in which each show was written. Lecture videos, CD's, scripts and a text are used.

DRMA 210

Scene Technology • 4 CR

Previously DRAMA 110

Presents theories and techniques, and equipment in theater lighting. Intensive lecture/lab format. **Prerequisite:** Concurrent enrollment in DRMA 290 (prev DRAMA 290).

DRMA 212

Stage Lighting • 4 CR

Previously DRAMA 112

Presents basic theories, techniques, and equipment in theater lighting. Intensive lecture/lab format. **Prerequisite:** Concurrent enrollment in DRMA 290 (prev DRAMA 290).

Course Descriptions



DRMA 215 **Scene Design • 4 CR**

Previously DRAMA 115

Introduction to set design. Students explore dramatic metaphor and the tangible execution of aesthetic. Students explicate dramatic texts, conceptualize scenic designs, draft working schematics and build models. Students collaborate and present their designs to the class.

DRMA 224 **Great Plays • 5 CR**

Previously DRAMA 224

Introduces students to some of the greatest plays in the Western theater tradition from the Ancient Greeks through the 19th century. Theatrical conventions demonstrated in each major historic period are studied. The relationship between playwriting and playmaking is explored.

DRMA 230 **Audition Technique • 2 CR**

Previously DRAMA 230

Exploration and practice techniques and materials required to audition for plays, musicals, and advanced theatre programs.

DRMA 251* **Advanced Acting: Contemporary** **Scene Study • 5 CR**

Previously DRAMA 251

Examines scenes from 19th-century and contemporary theater. Students rehearse and perform selected scenes in class. **Prerequisite:** Permission of instructor and/or audition.

DRMA 252* **Advanced Acting: Classical** **Scene Study • 5 CR**

Previously DRAMA 252

Examines scenes from classical Greek and Roman theater. Students rehearse and perform selected scenes in class. **Prerequisite:** Permission of instructor and/or audition.

DRMA 253* **Advanced Acting: Elizabethan** **Scene Study • 5 CR**

Previously DRAMA 253

Examines scenes from Elizabethan, 17th-, and 18th-century theater. Students rehearse and perform selected scenes in class. **Prerequisite:** Permission of instructor and/or audition.

DRMA 280* **Studio Theater • 5 CR**

Previously DRAMA 280

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.

DRMA 281* **Advanced Studio Theater 1-5 CR**

Previously DRAMA 281

All students are cast in the Studio Theater Production. Students analyze, prepare, rehearse and perform a play. Students also participate in cast leadership responsibilities. Provides practical experience in rehearsing and performing a play or musical. May be repeated for a maximum of 10 credits. **Prerequisite:** DRMA 280 (prev DRAMA 280) and permission of instructor.

DRMA 290* **Technical Practice • 1 CR**

Previously DRAMA 290

Provides stage or light crew component of DRMA 210 or 212. Requires a minimum of 33 hours of backstage work on the studio theater production. **Prerequisite:** Concurrent enrollment in DRMA 210 (prev DRAMA 210) or DRMA 212 (prev DRAMA 212).

DRMA 291* **Theater Practicum • 2 CR**

Previously DRAMA 291

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 DRMA 200 (prev DRAMA 200) or permission of instructor.

DRMA 294/295/296/297 **Special Topics in Theatre Arts • V1-5 CR**

Allows focused study of topics supplementing the Theatre Arts curriculum. Topics are announced in the class schedule. May be repeated for a maximum of 10 credits.

DRMA 299 **Individual Research • V1-5 CR**

Previously DRAMA 299

Covers individual study in some aspect of drama. Topics include acting, stage, costumes, lighting, publicity, playwriting, or directing. May be repeated for a maximum of 15 credits. **Prerequisite:** Permission of instructor.

Translation

Continuing Education

The Translation and Interpretation programs are intended for bilingual students. Non-credit courses are also available. For more information please 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 111 **Advanced Translation Workshop III • 3 CR**

Practical experience in translation, editing, and finalization of more complex commercial texts in a variety of fields. **Prerequisite:** Acceptance into program and bilingual proficiency.

**BCC Bookstore is open
extra hours the first three
weeks of each quarter.**

Venture

Continuing Education

VENTU 100

Nutrition, Health, & Fitness I • 2 CR

Examine the concepts of nutrition as it applies to personal health, wellness, and safety. Structured to accommodate special needs learners.

Prerequisite: Acceptance to the program.

VENTU 101

Nutrition, Health, and Fitness II • 2 CR

Builds on the concepts covered in VENTU 100 to develop dietary and fitness strategies for a healthy lifestyle. Course explores the relationship between diet, exercise, and health, the role of culture and personal lifestyle in making food choices, and eating healthy in today's fast paced, fast food world. Structured to accommodate special needs learners. *Prerequisite:* VENTU 100 or permission of instructor.

VENTU 102

Human Sexuality & Body Awareness • 2 CR

Explores sexual attitudes, beliefs, and stereotypes within the context of our culture. Students examine sexual life cycles, adult lifestyles, reproduction, birth control, sexual abuse, and conduct for responsible sexual behavior. Structured to accommodate special needs learners.

Prerequisite: Acceptance to the program.

VENTU 104

Ableness • 2 CR

Explores the historical context of intellectual disabilities in America. Students define and describe in writing the characteristics, effects, and gifts of different challenges, interview guest lecturers, participate in discussions and develop individual learning profiles. The relationship between brain organization and language, learning, memory, and patterning are emphasized. Structured to accommodate special needs learners. *Prerequisite:* Acceptance to the program.

VENTU 105

Introduction to Communication • 2 CR

Covers developing and improving fundamental and effective communication skills. Includes understanding interpersonal communication, active listening, non-verbal communication and communicating purposefully in the community. Structured to accommodate special needs learners. *Prerequisite:* Acceptance to the program.

VENTU 106

Communication in the Workplace • 2 CR

Students practice assertive communication and speaking effectively in a variety of work situations. Structured to accommodate special needs learners. *Prerequisite:* VENTU 105 or permission of instructor.

VENTU 107

Healthy Relationships & Conflict Management • 2 CR

Emphasizes appropriate behavior in a variety of settings involving healthy relationships and the correlated strategies. Students explore and practice conflict management. Structured to accommodate special needs learners. *Prerequisite:* Acceptance to the program.

VENTU 110

Learning Strategies • 2 CR

Practice techniques for remembering information, organize study time and space, cooperate in group tasks, and interpret graphic aids. Structured to accommodate special needs learners. *Prerequisite:* Acceptance to the program.

VENTU 111

Learning Strategies in the College Environment • 2 CR

Techniques to improve learning including creating notes from text and lecture, synthesizing and summarizing information from multiple sources, cooperating in group tasks, composing basic paragraphs and monitoring comprehension. Structured to accommodate special needs learners. *Prerequisite:* VENTU 110 or permission of instructor.

VENTU 112

News & the Citizen • 3 CR

Students study journalism from a variety of sources including research topics, engage in student led weekly current events discussions, and write news stories using word processing and desktop publishing skills. Students produce a newsletter as a final activity. Structured to accommodate special needs learners. *Prerequisite:* VENTU 110, 111, 140, and 141 or permission of instructor.

VENTU 113

Critical Thinking through Writing • 2 CR

Identify and practice critical thinking strategies. Students research, analyze, and debate current social issues using argumentative and persuasive formats. Structured to accommodate special needs learners. *Prerequisite:* VENTU 110 and VENTU 111 and VENTU 112 or permission of instructor.

**Bellevue Community College
has dramatically changed
thousands of lives.**

VENTU 114

Media Advertising • 2 CR

Explores media advertising and analyzes the ways consumers are influenced in their purchasing choices and attitudes. Students create a portfolio of media advertising samples, with documentation of purpose and target audiences. Structured to accommodate special needs learners. *Prerequisite:* VENTU 110 and VENTU 111 and VENTU 112 and VENTU 113 or permission of instructor.

VENTU 120

Personal Finance I • 2 CR

First in a three quarter series covering personal finance. Students participate in hands-on activities, examine personal relationship to money, banking terms, value, checking and savings accounts, reconciliation, needs and wants, and money scams. Students apply math to personal finance and business problems. Structured to accommodate special needs learners. *Prerequisite:* Acceptance to the program.

VENTU 121

Personal Finance II • 2 CR

Second in a three quarter series. Students participate in hands-on activities, examine checking and savings accounts, discounts, credit and debit cards, and identify theft and money scams. Students apply math and spreadsheet software skills to personal finance and business problems. Structured to accommodate special needs learners. *Prerequisite:* VENTU 120 and either VENTU 141 or VENTU 142 or permission of instructor

VENTU 122

Personal Finance III • 2 CR

Third in a three quarter series. Student participate in hands-on activities, examine paycheck information, consumer applications, and household financial organization. Students apply math and spreadsheet software skills to personal finance and business problems. Structured to accommodate special needs learners. *Prerequisite:* VENTU 120 and VENTU 121 or permission of instructor.

VENTU 130

Critical Thinking through Science • 3 CR

Introduction to the scientific inquiry methods used to develop critical thinking skills as they apply to personal and workplace situations. Structured to accommodate special needs learners. *Prerequisite:* Acceptance to the program.

Course Descriptions



VENTU 131 **Environmental Awareness I • 2 CR**

Explores the nature of science in studying earth's environment and processes, both above and below the surface, as it applies to daily life. Identifies geological events and the potential hazards and preventions associated with them. Structured to accommodate special needs learners. *Prerequisite:* VENTU 130 or permission of instructor.

VENTU 132 **Environmental Awareness II • 2 CR**

Examines the forces of nature and their effect on the ever-changing earth's surface. Features of the earth and geologic processes are examined as they apply to daily living using hands-on activities, demonstrations, and projects. Structured to accommodate special needs learners. *Prerequisite:* VENTU 130 and VENTU 131 or permission of instructor.

VENTU 133 **Environmental Awareness III • 2 CR**

Covers the importance of water and air on the earth and the preservation of these resources as they impact our lives. Explores water and air properties on the earth's surface. Structured to accommodate special needs learners. *Prerequisite:* VENTU 130 and VENTU 131 and VENTU 132 or permission of instructor.

VENTU 134 **Social Change in America • 3 CR**

Overview of American history from a variety of viewpoints including Native American, African American, Asian, Latino, the disabled, women, and the working poor. Students examine how these voices changed the democratic society through review of literature and analysis of personal family history research. Structured to accommodate special needs learners. *Prerequisite:* Acceptance to the program.

VENTU 135 **Reasoning through History • 3 CR**

Focuses on improving language, reading and reasoning skills while reading short works by world writers from the 18th to 20th Centuries. Recognize patterns of behavior and social interaction. Writing includes expository essays. Structured to accommodate special needs learners. *Prerequisite:* VENTU 110 and VENTU 111 and VENTU 112 or permission of instructor.

VENTU 136 **Citizenship • 2 CR**

Examine and debate core democratic values, compare and contrast the organization of governments of multiple countries, examine and observe laws and the rights and responsibilities of citizenship, analyze the multiple histories, cultures, perspectives, contributions and/or struggles of various peoples, with focus on people with disabilities. Structured to accommodate special needs learners. *Prerequisite:* Acceptance to the program.

VENTU 140 **Introduction to Keyboarding • 2 CR**

Develops basic skills in touch keyboarding and data entry for personal and workplace use. Structured to accommodate special needs learners. *Prerequisite:* Acceptance to the program.

VENTU 141 **Fundamentals of Computer Software & Hardware • 2 CR**

Covers basic hardware and software components, Windows operating system, word processing and spreadsheet applications. Students learn to create and manage files and apply word processing and spreadsheet applications to business solutions in the workplace. Structured to accommodate special needs learners. *Prerequisite:* VENTU 140 or permission of instructor.

VENTU 142 **Computer Applications in the Workplace • 3 CR**

Includes keyboard review and covers presentation and personal information manager applications. Students create and apply presentation applications, e-mail, calendar and contacts to business solutions in the workplace. Structured to accommodate special needs learners. *Prerequisite:* VENTU 140 and VENTU 141 or permission of instructor.

VENTU 143 **Portfolio Fundamentals • 1 CR**

Students develop, select, and organize core evidence and the corresponding reflections that are critical elements of a workforce portfolio. Structured to accommodate special needs learners. *Prerequisite:* VENTU 110 and VENTU 111 or permission of instructor.

VENTU 144 **Office Procedures and Customer Service • 2 CR**

Covers typical office procedures and customer service skills. Includes filing, forms, faxing, copying, e-mail and telephone protocol, ten-key, and money handling. Emphasis is on developing quality customer service skills through discussion and role playing. Structured to accommodate special needs learners. *Prerequisite:* VENTU 172 or permission of instructor.

VENTU 150 **Strength & Fitness • 1 CR**

Students use a variety of fun and innovative techniques such as resistance and cardio exercises to build endurance and core strength. Emphasis is on overall physical conditioning for both strength and flexibility using the Swiss ball tubing, and/or other equipment. Structured to accommodate special needs learners. *Prerequisite:* Acceptance to the program.

VENTU 151 **Self Defense for Mind & Body • 1 CR**

Develop body awareness with basic knowledge about and applications of self-defense including hand and foot techniques, blocks, defense zones, and the eight directional movements. Explore techniques for conflict resolution and philosophy. Structured to accommodate special needs learners. *Prerequisite:* Acceptance to the program.

VENTU 152 **Tai Chi for Mind & Body • 1 CR**

Develop body awareness with basic knowledge and applications of Tai Chi including hand and foot techniques, slow coordinated movements 1-8, meditation level 1-3, breathing techniques, and five elements 1-3. Emphasis on kinesthetic awareness, flexibility and stress reduction. Structured to accommodate special needs learners. *Prerequisite:* Acceptance to the program.

VENTU 153 **Qigong for Mind & Body • 1 CR**

Increase body awareness through basic knowledge and applications of Qigong including hand and foot techniques, slow coordinated movements, meditation, and breathing techniques. Emphasis on kinesthetic awareness of muscles and bones, flexibility, Qigong theory, and stress reduction. Structured to accommodate special needs learners. *Prerequisite:* Acceptance to the program.

**The Venture Program
offers the first degree of
its kind in the nation.**

VENTU 154

Martial Arts for Mind & Body • 1 CR

Develop body awareness with basic knowledge about and applications of martial arts including hand and foot techniques, blocks, and sequential forms. Explore techniques for conflict resolution, self-defense, increased mental awareness, kinesthetic awareness of muscles and bones, flexibility and stress reduction. Structured to accommodate special needs learners. **Prerequisite:** Acceptance to the program.

VENTU 155

Yoga for Life Balance • 1 CR

Covers basic Yoga postures, breathing techniques, anatomy and physiology to enhance balance, self control, self confidence, and physical competence. Emphasis is placed on integrating these elements within the individual and into his or her life. Structured to accommodate special needs learners. **Prerequisite:** Acceptance to the program.

VENTU 160

Visual Thinking I • 2 CR

Introduces students to visual thinking using elements of design and principles of composition. The aesthetic scanning method of visual viewing is introduced and practiced. Classroom experiences cover a wide range of applied art, media and subject matter. Structured to accommodate special needs learners. **Prerequisite:** Acceptance to the program.

VENTU 161

Visual Thinking II • 2 CR

Continues and builds upon concepts covered in VENTU 160. Focus is on art history including styles, artists, cultures, concepts and techniques. Incorporates two or three-dimensional art activities demonstrating the art history covered. Structured to accommodate special needs learners. **Prerequisite:** VENTU 160 or permission of instructor.

VENTU 162

Radio Theatre • 2 CR

Improves reading and speaking skills, and explores different facets of the human personality. There is heavy emphasis on sight-reading and basic characterization techniques. Class culminates in a taped radio theater production. Structured to accommodate special needs learners. **Prerequisite:** Acceptance to the program.

VENTU 163

Critical Thinking through Film • 2 CR

View and analyze a variety of fiction, non-fiction, and historical fiction films. Decode character, plot, organization, ideas, themes, imagery, cultural influences, and symbolism. Interpret implied meanings from a film and connect them with other films, stories, or events. Structured to accommodate special needs learners. **Prerequisite:** Acceptance to the program.

The Venture Program is designed for high-functioning young adults challenged with learning, cognitive and intellectual disabilities.

VENTU 164

Historical Analysis through Film • 2 CR

View and analyze a variety of non-fiction, and historical fiction films. Emphasis on understanding film in society to reason, evaluate, connect stories to the real world, and classify them in terms of fiction, non-fiction, and historical fiction. Structured to accommodate special needs learners. **Prerequisite:** Acceptance to the program.

VENTU 165

World Culture Analysis through Film • 2 CR

View and analyze a variety of non-fiction, and historical fiction films and make connections between films and world culture. Students examine and describe how films express the world in spatial terms, human interaction, and cultural uniqueness. Structured to accommodate special needs learners. **Prerequisite:** Acceptance to the program.

VENTU 170

Self Advocacy • 2 CR

Students explore self advocacy and clarify needs in personal life and the workplace. Format includes public speaking, relaxation techniques, feeling comfortable in front of others, and using non-verbal and theater games. Class culminates in an ensemble presentation. Structured to accommodate special needs learners. **Prerequisite:** Acceptance to the program.

VENTU 171

Self Advocacy in the Workplace • 2 CR

Identify career goals, assemble strengths, skills, and abilities for self promotion in job interviews, in the workplace, and in the community. Emphasis on public speaking and being comfortable answering questions. Mock interviews designed around student interests or career choices. Structured to accommodate special needs learners. **Prerequisite:** VENTU 170 or permission of instructor.

VENTU 172

Problem Solvers in the Workplace • 2 CR

Explore typical social interactions in the workplace to identify and employ successful behaviors. Identify and define appropriate business behavior and then rehearse appropriate responses to common encounters. Structured to accommodate special needs learners. **Prerequisite:** VENTU 170 and VENTU 171 or permission of instructor.

VENTU 174

Career Exploration • 3 CR

Students assess their interests, skills, and strengths through a variety of methods, research jobs, and learn to create effective job-search materials. Structured to accommodate special needs learners. **Prerequisite:** VENTU 170 or permission of instructor.

VENTU 175

Field Experience I • 4 CR

Students learn how to search for entry-level jobs or internships by assessing their strengths and interests, learning what jobs fit their strengths and interests, and preparing to obtain these jobs by learning and practicing job search skills. Structured to accommodate special needs learners. **Prerequisite:** VENTU 171 and VENTU 172 and VENTU 174 or permission of instructor.

VENTU 176

Field Experience II • 4 CR

Integrates practical work experience with academic objectives and guided reflection. Students participate in work-based learning to explore careers and learn employment skills in their career field of interest. Structured to accommodate special needs learners. **Prerequisite:** VENTU 171 and VENTU 172 and VENTU 174, and VENTU 175 or permission of instructor.

VENTU 177

Communication Skills in the Workplace • 2 CR

Explores common interaction situations and challenges in the workplace. Identify and practice appropriate and successful methods of interfacing with co-workers and authority figures in the workplace. Structured to accommodate special needs learners. **Prerequisite:** VENTU 105 and VENTU 106 and VENTU 170 and VENTU 171 or permission of instructor.

VENTU 179

Controversial Issues in the Workplace • 2 CR

Examine controversial issues in the workplace such as gender or racial discrimination, the ADA, harassment, sweatshops, and unions through case studies, related court cases and laws and current news stories. Structured to accommodate special needs learners. **Prerequisite:** VENTU 170 and VENTU 171 or permission of instructor.

Course Descriptions



Video Production

Business Division

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. Same as CMST 112 (prev COMM 112). Either VIDEO 112 or CMST 112 (prev 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.

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.

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 VIDEO 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 college cable channel. **Prerequisite:** VIDEO 112, and VIDEO 215, and VIDEO 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 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 Advanced Video Program and permission of instructor.

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 Advanced Video Program and permission of instructor.

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 Advanced Video Program and permission of instructor.

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 Advanced Video Program and permission of instructor.

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 Advanced Video Program and permission of instructor.

**Learn about Digital
Video degree and
certificate options
on page 62.**

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 Advanced Video Program and permission of instructor.

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 Advanced Video Program and permission of instructor.

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 Advanced Video Program and permission of instructor.

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 Advanced Video Program and permission of instructor.

VIDEO 280

Production Portfolio • 3 CR

Allows 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 Advanced Video Program and permission of instructor.

VIDEO 281

Career Preparation • 6 CR

Allows students to identify and secure an internship in media production and complete a contract of employment. **Prerequisite:** Acceptance into Advanced Video Program and permission of instructor.

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 Advanced Video Program and permission of instructor.

VIDEO 294/295/296/297

Special Topics in Video • V1-10 CR

Covers supplementary or self-supporting courses offered for college credit. Topics are announced in the class schedule. **Prerequisite:** Acceptance into Advanced Video Program and permission of instructor.

Web Multimedia Authoring

Business Division

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.

WEBMM 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.

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 web sites. 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.

WEBMM 211

Interactive Gaming for the Web • 5 CR

Develop interactive gaming environments for the web. Provides an overview of design for casual internet based games. Includes interface design for 2D games and effective programming practices. **Prerequisite:** WEBMM 111 with a C- or better or entry code.

WEBMM 222

Web Multimedia Development I • 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:** ANIM 121 and PROG 109 at BCC with a C- or better.

WEBMM 225

Web Multimedia Development II • 5 CR

Course 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:** WEBMM 222 at BCC with a C- or better.

WEBMM 230

Web Design and Development • 5 CR

Introduces fundamental concepts and techniques of designing and producing content for the World Wide Web. Students learn to use HTML, graphic applications, and browser delivery. **Prerequisite:** ANIM 121, WEBMM 110, and WEBMM 111 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 Advanced Web Multimedia Program and permission of instructor.



Course Descriptions

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 Advanced Web Multimedia 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 Advanced Web Multimedia Program and permission of instructor.

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 Advanced Web Multimedia Program and permission of instructor.

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 Web Multimedia Program and permission of instructor.

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 Advanced Web Multimedia Program and permission of instructor.

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 Web Multimedia Program and permission of instructor.

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 Web Multimedia Program and permission of instructor.

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 Advanced Web Multimedia Program and permission of instructor.

WEBMM 280

Production Portfolio • 3 CR

Students 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 Advanced Web Multimedia Program and permission of instructor.

WEBMM 281

Career Preparation • 6 CR

Students identify and secure an internship in media production and complete a contract of employment. **Prerequisite:** Acceptance into Advanced Web Multimedia Program and permission of instructor.

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 Advanced Web Multimedia Program and permission of instructor.



World Languages

Arts & Humanities Division

American Sign Language

ASL& 121

American Sign Language I • 5 CR

Previously ASL 101 Beginning First Year American Sign Language

Introduces the basic vocabulary and grammar of ASL for the beginning student and reviews the cultural aspects of deafness. Fulfills humanities course requirement at BCC.

ASL& 122

American Sign Language II • 5 CR

Previously ASL 102 Intermediate First Year American Sign Language

Develops skills for the student with a basic knowledge of ASL. Focus is on the rules of grammar, idioms, vocabulary building, signing, and reading of signs. Fulfills humanities course requirement at BCC. **Prerequisite:** ASL& 121 (prev ASL 101).

ASL& 123

American Sign Language III • 5 CR

Previously ASL 103 Advanced First Year American Sign Language

Continues ASL& 122 (prev ASL 102). Topics include rules and syntax, an use of illustrated techniques to describe signs. **Prerequisite:** ASL& 122 (prev ASL 102).

ASL 194/195/196/197

Special Topics in American Sign Language • VI-5 CR

Allows specialized or in-depth study of subjects related to American Sign Language and deaf culture. Topics are announced in the quarterly class schedule. **Prerequisite:** Current ASL students.

Bellevue Community College
serves about 35,000
students each year.

ASL& 221

American Sign Language IV • 5 CR

Previously ASL 201 Beginning Second Year American Sign Language

Reviews and expands basic first-year ASL skills. Students increase their understanding of ASL grammar, expand vocabulary, and improve productive and receptive language skills within a cultural context. **Prerequisite:** ASL& 123 (prev ASL 103) with a C- or better or permission of instructor.

ASL& 222

American Sign Language V • 5 CR

Previously ASL 202 Intermediate Second Year American Sign Language

Continues ASL& 221 (prev ASL 201). Students increase their understanding of ASL grammar, expand vocabulary, and improve productive and receptive language skills within a cultural context. **Prerequisite:** ASL& 221 (prev ASL 201) with a C- or better or permission of instructor.

ASL& 223

American Sign Language VI • 5 CR

Previously ASL 203 Advanced Second Year American Sign Language

Continues ASL& 222 (prev ASL 202). Students increase their understanding of ASL grammar, expand vocabulary, and engage in refinement of their signing style within a cultural context. **Prerequisite:** ASL& 221 (prev ASL 201) with a C- or better or permission of instructor.

Arabic

ARAB 121

Arabic I • 5 CR

Previously ARAB 101 Beginning First Year Arabic

Introduces the Arabic alphabet, numbers, and fundamentals of the vocabulary and grammar of Modern Standard Arabic. Listening, speaking, reading, and writing are addressed. Interactive multimedia tools are used to develop skills in active listening and oral communication. Language learning is coordinated with exposure to Arab culture.

ARAB 122

Arabic II • 5 CR

Previously ARAB 102 Intermediate First Year Arabic

Continues ARAB 121 (prev ARAB 101). **Prerequisite:** ARAB 121 (prev ARAB 101) or permission of instructor.

ARAB 123

Arabic III • 5 CR

Previously ARAB 103 Advanced First Year Arabic

Continues ARAB 122 (prev ARAB 102). **Prerequisite:** ARAB 122 (prev ARAB 102) or permission of instructor.

Chinese

CHIN& 121

Chinese I • 5 CR

Previously CHIN 101 Beginning First Year Chinese

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& 122

Chinese II • 5 CR

Previously CHIN 102 Intermediate First Year Chinese

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& 121 (prev CHIN 101) or permission of instructor.

CHIN& 123

Chinese III • 5 CR

Previously CHIN 103 Advanced First Year Chinese

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& 122 (prev CHIN 102) or permission of instructor.

CHIN 103

Advanced First Year Chinese • 5 CR

There is missing text here. The title was screwed up also. I've sent Susan and e-mail and ask for corrected content. Use this as a placeholder.

CHIN 194/195/196/197

Special Topics in Chinese • V1-5 CR

Allows specialized or in-depth study of a subject supplementing the Chinese curriculum. Topics are announced in the quarterly schedule. May be repeated for a maximum of 15 credits.

CHIN 199

Individual Studies in Chinese • V1-5 CR

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

CHIN& 221

Chinese IV • 5 CR

Previously CHIN 201 Beginning Second Year Chinese

Reviews and expands basic, first-year Chinese skills. Student increase their understanding of Chinese grammar, expand vocabulary, and improve productive and receptive language skills within a cultural context. **Prerequisite:** CHIN& 123 (prev CHIN 103) or permission of instructor.

CHIN& 222

Chinese V • 5 CR

Previously CHIN 202 Intermediate Second Year Chinese

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& 221 (prev CHIN 201) or permission of instructor.

CHIN& 223

Chinese VI • 5 CR

Previously CHIN 203 Advanced Second Year Chinese

Reviews and expands basic, first-year Chinese skills. Student increase their understanding of Chinese grammar, expand vocabulary, and improve productive and receptive language skills within a cultural context. **Prerequisite:** CHIN& 222 (prev CHIN 202) or permission of instructor.

CHIN 294/295/296/297

Special Topics in Chinese • V1-5 CR

Allows specialized or in-depth study of a subject supplementing the Chinese curriculum. Topics are announced in the quarterly schedule. May be repeated for a maximum of 15 credits.

French

FRCH& 121

French I • 5 CR

Previously FRNCH 101 Beginning First Year French

Introduces basic speaking, reading, and writing skills. Students learn primarily by listening and speaking, both in class and practicing with recorded tapes.

FRCH& 122

French II • 5 CR

Previously FRNCH 102 Intermediate First Year French

Continues FRCH& 121 (prev FRNCH 101). **Prerequisite:** FRCH& 121 (prev FRNCH 101) or permission of instructor.

**Go Global! Learn
a new language.**

Course Descriptions

FRCH& 123

French III • 5 CR

Previously FRNCH 103 Advanced First Year French
Continues FRCH& 122 (prev FRNCH 102).
Prerequisite: FRCH& 122 (prev FRNCH 102) or permission of instructor.

FRCH 131

Language & Culture Immersion- Beg 1st Year French • 5 CR

Previously FRNCH 121

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.

FRCH 132

Language & Culture Immersion- Int 1st Year French • 5 CR

Previously FRNCH 122

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.

FRCH 133

Language & Culture Immersion- Adv 1st Year French • 5 CR

Previously FRNCH 123

Allows student with working knowledge of elementary French using past, present & 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.

FRCH& 221

French IV • 5 CR

Previously FRNCH 201 Beginning Second Year French
Reviews and expands on first-year French grammar. Students increase their oral and written competencies, working in an authentic literary and cultural context. **Prerequisite:** FRCH& 123 (prev FRNCH 103) or permission of instructor.

FRCH& 222

French V • 5 CR

Previously FRNCH 202 Intermediate Second Year French
Continues FRCH& 221 (prev FRNCH 201).
Prerequisite: FRCH& 221 (prev FRNCH 201) or permission of instructor.

FRCH& 223

French VI • 5 CR

Previously FRNCH 203 Advanced Second Year French
Continues FRCH& 222 (prev FRNCH 202).
Prerequisite: FRCH& 222 (prev FRNCH 202) or permission of instructor.

FRCH 231

Language & Culture Immersion- Basic 2nd Yr French • 5 CR

Previously FRNCH 221

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.

FRCH 232

Language & Culture Immersion- Basic 2nd Yr French • 5 CR

Previously FRNCH 222

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.

FRCH 233

Language & Culture Immersion- Basic 2nd Yr French • 5 CR

Previously FRNCH 223

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& 121

German I • 5 CR

Previously GERM 101 Beginning First Year German
Introduces the fundamentals of the German language. Students develop basic listening, reading, speaking, and writing skills through activities and exercises that include cultural aspects of the German language.

GERM& 122

German II • 5 CR

Previously GERM 102 Intermediate First Year German
Continues GERM& 121 (prev GERM 101). **Prerequisite:** GERM& 121 (prev GERM 101) or permission of instructor.

GERM& 123

German III • 5 CR

Previously GERM 103 Advanced First Year German
Continues GERM& 122 (prev GERM 102). **Prerequisite:** GERM& 122 (prev GERM 102) or permission of instructor.

GERM 194/195/196/197

Special Topics in German • V1-5 CR

Allows specialized or in-depth study of subjects related to German language and culture. **Prerequisite:** Current German students.

GERM& 221

German IV • 5 CR

Previously GERM 201 Beginning Second Year German
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& 123 (prev GERM 103) or permission of instructor.

GERM& 222

German V • 5 CR

Previously GERM 202 Intermediate Second Year German
Continues GERM& 221 (prev GERM 201). **Prerequisite:** GERM& 221 (prev GERM 201) or permission of instructor.

GERM& 223

German VI • 5 CR

Previously GERM 203 Advanced Second Year German
Continues GERM& 222 (prev GERM 202). **Prerequisite:** GERM& 222 (prev GERM 202) or permission of instructor.

GERM 294/295/296/297

Special Topics in German • V1-5 CR

Allows specialized or in-depth study of subjects related to German language and culture. **Prerequisite:** Current German students.

Italian

ITAL 121

Italian I • 5 CR

Previously ITAL 101 Beginning First Year Italian

Introduces the fundamentals of vocabulary and grammar focusing on the development of four basic skills: listening, speaking, reading, and writing. Emphasis is placed on active communication aimed at the development of oral and comprehension skills. Various aspects of Italian culture are presented. After successful completion, students are encouraged to continue with ITAL 122 (prev ITAL 102).

ITAL 122

Italian II • 5 CR

Previously ITAL 102 Intermediate First Year Italian

Continues ITAL 121 (prev ITAL 101). After successful completion, students are encouraged to continue with ITAL 123 (prev ITAL 103). **Prerequisite:** ITAL 121 (prev ITAL 101).

ITAL 123

Italian III • 5 CR

Previously ITAL 103 Advanced First Year Italian

Continues ITAL 122 (prev ITAL 102). **Prerequisite:** ITAL 122 (prev ITAL 102).

Japanese

JAPN& 121

Japanese I • 5 CR

Previously JAPAN 101 Beginning First Year Japanese

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.

JAPN& 122

Japanese II • 5 CR

Previously JAPAN 102 Intermediate First Year Japanese

Continues JAPN& 121 (prev JAPAN 101). **Prerequisite:** JAPN& 121 (prev JAPAN 101) or permission of instructor.

JAPN& 123

Japanese III • 5 CR

Previously JAPAN 103 Advanced First Year Japanese

Continues JAPN& 122 (prev JAPAN 102). **Prerequisite:** JAPN& 122 (prev JAPAN 102) or permission of instructor.

JAPN& 221

Japanese IV • 5 CR

Previously JAPAN 201 Beginning Second Year Japanese

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:** JAPN& 123 (prev JAPAN 103) or permission of instructor.

JAPN& 222

Japanese V • 5 CR

Previously JAPAN 202 Intermediate Second Year Japanese

Continues JAPN& 221 (prev JAPAN 201). **Prerequisite:** JAPN& 221 (prev JAPAN 201) or permission of instructor.

JAPN& 223

Japanese VI • 5 CR

Previously JAPAN 203 Advanced Second Year Japanese

Continues JAPN& 222 (prev JAPAN 202). **Prerequisite:** JAPN& 222 (prev JAPAN 202) or permission of instructor.

Spanish

SPAN 108

Spanish for Health Care Providers • 5 CR

Provides students with specialized medical vocabulary needed to communicate effectively with Spanish-speaking patients in a variety of health care situations. Culture is an important component of the course. This is not a certified interpreting course. **Prerequisite:** SPAN& 122 (prev SPAN 102) or permission of instructor recommended.

SPAN& 121

Spanish I • 5 CR

Previously SPAN 101 Beginning First Year Spanish

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& 122

Spanish II • 5 CR

Previously SPAN 102 Intermediate First Year Spanish

Continues SPAN& 121 (prev SPAN 101). **Prerequisite:** SPAN& 121 (prev SPAN 101) or permission of instructor.

SPAN& 123

Spanish III • 5 CR

Previously SPAN 103 Advanced First Year Spanish

Continues SPAN& 122 (prev SPAN 102). **Prerequisite:** SPAN& 122 (prev SPAN 102) or permission of instructor.

SPAN 199

Individual Studies in Spanish • V1-5 CR

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

SPAN& 221

Spanish IV • 5 CR

Previously SPAN 201 Beginning Second Year Spanish

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& 123 (prev SPAN 103) or permission of instructor.

SPAN& 222

Spanish V • 5 CR

Previously SPAN 202 Intermediate Second Year Spanish

Continues SPAN& 221 (prev SPAN 201). **Prerequisite:** SPAN& 221 (prev SPAN 201) or permission of instructor.

SPAN& 223

Spanish IV • 5 CR

Previously SPAN 203 Advanced Second Year Spanish

Continues SPAN& 222 (prev SPAN 222). **Prerequisite:** SPAN& 222 (prev SPAN 222) 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.



**BCC serves about
600 students with
disabilities each year.**

Web Registration

Go to the BCC website to register for classes!

Before you start online registration, you'll need:

- Item numbers for classes you want to take (use the online Schedule Planner, or check the Credit Class Schedule; line up alternates)
- Your Student ID number and Personal Identification Number (PIN)
- Registration access – A current student or a returning student who earned credits in any of the four previous quarters or new students who submitted an admissions application and the non-refundable \$28 fee will be assigned an access time viewable at <http://bellevuecollege.edu/services/appointment.asp>.

All registering students will receive registration information, including your access time, via your e-mail. If you don't receive this information, make sure the college has your correct e-mail address; check the website or visit the Student Services Center. You may register for classes on the Web from your assigned access time through the third day of the academic quarter. You may drop or withdraw from classes on the Web until the end of the seventh week (fifth week summer quarter).

Entry Code

A 5-digit number you get from the division office, allowing you to register for a class that requires prerequisites or "permission of instructor."

Audit

Taking a class (and paying the tuition and fees) without getting grades or credits; if you audit a class it will appear permanently on your transcript records with a grade of "N."

Wait List Feature

Registration for most credit courses at BCC uses a Wait List process, offering students a fair and consistent method to enroll in a full class if openings occur. Students can add their name to the Wait List; the student will be automatically enrolled in the class when a space occurs through the third day of the quarter.

Need help with registration?

Call (425) 564-2222, come to the Student Service Center or go to www.bellevuecollege.edu/enrollment/registration/help.



Steps to register online

1 Go to www.bellevuecollege.edu

- Click on **Take a Class**
- Click on **Register Now for Credit Classes**

2 Enter Your Information

- Log in Student ID number, PIN, and the academic quarter
- Click on **Register**
- Confirm your name and other info on the Welcome page
- Click on **Next**
- Answer the questions displayed during your first registration
- Click on **Next**

3 Choose Your Classes

- On the Schedule screen, enter your item numbers under Add/Drop (up to 3 items at a time)
- When you're sure that the item numbers are complete and correct, click on **Submit** – a box will appear on screen for you to key in a 5-digit entry code if needed
- Your class and fee info will appear in the Schedule box

- Click on the **Audit** button if you want to take a class for no grade or credits; select the number of credits you want for variable-credit classes

- Check the messages and follow the instructions if there were errors (for instance, if the class is already full) or there was a block (for instance, entry code required)

- Click on **Next**

4 Make a Payment

- If you want to pay at this time (tuition and fees are due within seven calendar days of your registration **OR** by the first day of the quarter, whichever comes first), select the tuition and fees box, and enter Visa or MasterCard information.

- Click on **Finish**
- Print out your receipt (this provides a copy of your class schedule and a record of the transaction).

Web Registration Hours

- Monday-Friday 6:00 a.m. – midnight
- Saturday 6:00 a.m. – Sunday 2:00 p.m.

For policies and procedures on grades, academic standards, withdrawing from classes, and related issues, see "Enrollment Information." BCC policies and procedures are subject to revision without notice. For current information on policies visit www.bellevuecollege.edu/catalog/policies.

Adherence to College Policies & Procedures

Bellevue Community College expects students to be aware of and follow college rules and regulations as published in the catalog, quarterly schedule, college website, student handbook, and other official publications. Students will be held accountable for following all procedures for which they have a responsibility. These include but are not limited to:

- Registration-related activities
- Deadlines
- Payments and refunds
- Grading
- Student Code

In those cases where students have a complaint concerning the college rules and regulations and no clear avenue of appeal is stated, students are encouraged to submit their concerns to the Executive Dean of Instruction for academic matters or to the Vice President of Student Services for nonacademic matters. The respective offices will seek the necessary means for providing a student with a decision.

Bellevue Community College reserves the right to change any provisions or requirements appearing in the catalog or quarterly schedule at any time and to add or withdraw courses without prior notification.

The catalog and quarterly schedule are published for informational purposes only. Every possible effort is made to ensure accuracy at the time of publication. However, the provisions of the catalog and quarterly schedule are not to be regarded as an irrevocable contract between the student and the college.

Children on Campus

Excerpt from Policy

As a general rule, employees and students shall not bring children with them to their work sites or to classes. Employees and students may bring children to their work sites and/or classrooms only in special circumstances, and then only upon approval by their instructor (for students) or supervisor (for employees), and upon their compliance with college rules.

- A. No employee, student, or visitor to the college shall leave a child unsupervised at the college, nor may such person leave a

child with a college employee or student, unless that child is enrolled in an authorized program of the college.

- B. Bellevue Community College offers certain programs and activities targeted towards children, such as Head Start, Parent Education, computer camps, or sports camps. The college provides supervision for children enrolled in these activities. Bellevue Community College also provides child care in its daycare facility. The college does not supervise children outside of such programs for children which are officially sanctioned by the college; and neither the college nor its employees, agents, or students may accept responsibility to do so on behalf of the college.
- C. Unsupervised children on the Bellevue Community College campus will be referred to Public Safety for assistance, and may be asked to leave.
- D. This procedure pertains to all employees and persons who visit the college, participate in classes, and/or programs, events, or other activities.

Classroom Behavioral Standards

A common, campus-wide minimum standard regarding student cheating, stealing, and plagiarizing provides enough autonomy for instructors and programs to set their own standards.

It is the instructor's responsibility to clearly articulate to the students what is considered appropriate and inappropriate behavior in the classroom and what action will be taken in the case of inappropriate classroom behavior. It is recommended that this be done through the course syllabus.

Complaint Policy

It is the policy of Bellevue Community College to provide clear and accurate information, provide accessible services, and offer excellent educational programs and quality service. 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 and staff members. The purpose of this policy and procedures is to provide a systematic way in which to express and resolve misunderstandings, complaints or grievances about dissatisfaction with college personnel, services, processes or facilities, discrimination or academic issues.

Bellevue Community College, through its affirmative action policy and general policy on sexual harassment, and in accordance with state and federal regulations, prohibits discrimi-

nation against students and employees on the basis of race or ethnicity, creed, color, national origin, sex, marital status, sexual orientation, age, religion, the presence of sensory, mental or physical disability, or status as a disabled or Vietnam-era veteran.

BCC employees are responsible for ensuring that their conduct does not discriminate against anyone; they are expected to treat people conducting business at Bellevue Community College with respect and may expect the same consideration, in return.

The college recognizes that disputes may sometimes arise and encourages the parties involved to resolve the conflict informally whenever possible. If resolution cannot be reached, a formal process provides an impartial and equitable way to resolve those conflicts.

Procedures

The purpose of these procedures is to enable students, employees and members of the public to express and resolve misunderstandings, complaints or grievances concerning the conduct or performance of a college employee or a student; college services, processes or facilities; or grades or academic issues. Employees should consult their contract for employee-related complaints.

Informal Complaint Process

The purpose of this step is to enable an individual to express and resolve misunderstandings, complaints or grievances at the lowest level possible by speaking directly with the employee or departmental supervisor. The aggrieved person should make an appointment to talk directly with the employee to attempt to reach a mutual agreement. In some situations, such as a discrimination complaint, the aggrieved person may be more comfortable requesting a meeting with the employee's supervisor instead. Both parties should be courteous, flexible and respectful as concerns are identified and possible resolutions discussed. Both sides should be open to alternative solutions or suggestions. If the problem cannot be solved together, the following formal complaint procedures may be used.

Formal Complaint Process

All formal complaints must be made in writing and should include the complainant's name; student identification number, if appropriate; address; email address; telephone number; time(s); date(s); place(s); complete description of the complaint; and, in the case of grade complaints, both the grade received in the course in question and the reason for the grade complaint, specifying as accurately as possible all necessary performance scores and attendance data. The

individual may also file a complaint using the complaint form available through the portal or from the president's office.

- A. **General Complaint Procedure:** An individual who has a complaint about an employee's performance or behavior that is not discriminatory or about college services or processes should go to the office of the Vice President of Student Services, B125 to be directed to the appropriate department, telephone (425) 564-2205, or visit www.bellevuecollege.edu. Facilities related complaints should be taken to Campus Operations, K100, or telephone (425) 564-2376.
- B. **Discrimination Complaint Procedure:** Whenever a complaint alleges discrimination or sexual harassment, this procedure should be used rather than the other complaint procedures. Alleged Title IX and Section 503 violations as well as other discrimination complaints will be investigated under this procedure. A student or member of the public who believes he/she has been discriminated against should bring his/her complaint to the Department of Human Resources, A101, or telephone (425) 564-2274.
- C. **Academic Complaint Procedure:** A student who wishes to express and resolve misunderstandings, complaints, or grievances with faculty members regarding grades, grading issues or policies in a fair and equitable manner should bring his/her complaint to the appropriate instructional division office.

Dispensation of Records

The administrative unit supervisor for the unit where the complaint is filed shall keep all documents associated with the complaint as part of the files of the college. The records may be subject to public disclosure laws and will be kept according to the state records retention laws.

General Complaints

Complaints should be filed as soon as possible or within six months after the incident occurs. The office of the Vice President of Student Services will help the individual determine the appropriate department in which to file the complaint.

The department administrative unit supervisor will be responsible to investigate the complaint. If the complaint is against an employee, the administrative unit supervisor will provide the employee with a copy of the written complaint and the employee will have ten days in which to provide a written response. If the employee is unable to meet the time line due to extenuating circumstances, including illness or scheduled leave from the college, he or

she should seek approval from the administrative unit supervisor to extend the timelines. The administrative unit supervisor shall notify the complainant of the extension via regular mail.

The administrative unit supervisor may convene a meeting of both parties in an attempt to resolve the complaint, provided that the parties agree to meet for this purpose. If both parties do not agree to meet, the administrative unit supervisor will investigate and render a decision based on the written statements of the parties and the testimony of the parties and of the witnesses.

If the parties agree to meet with the administrative unit supervisor to attempt to resolve the complaint, both parties may bring an advocate of their choice.

After conducting the investigation, the administrative unit supervisor will send his/her decision by regular U.S. mail to the participants in the complaint within thirty days following the receipt of the written complaint, unless there are specific circumstances that require additional time. The administrative unit supervisor will notify both parties who to contact if they wish to appeal the decision.

Appeal

If either party is dissatisfied with the decision of the administrative unit supervisor, he/she may appeal in writing to the appropriate Dean or Vice President within ten days after the date of the letter from the administrative unit supervisor. The person filing the appeal should identify why he/she is dissatisfied with the outcome of the complaint and provide any additional information to be considered.

The Dean or Vice President will consider the appeal and render a written decision to both parties within fifteen days of receiving the written appeal. The written response will be sent to both parties via regular U.S. mail. The decision of the Dean or vice-president shall be final.

Any disciplinary action taken against a student or college employee as a result of a complaint shall be processed in accordance with the student code or the appropriate collective bargaining agreement.

Discrimination Procedure

Discrimination complaints should be filed within one year after the incident(s) occurred. The college will act promptly to investigate the complaint and will attempt to protect the rights of the individual bringing the complaint (the complainant), the alleged discriminator, and any witnesses involved. All parties involved have the right to protection from any retaliating behavior by the alleged discriminator or any college employee. All complaints shall be kept

as confidential as is reasonably possible during the investigation/resolution process. However, complaints may be subject to public disclosure under the state's public disclosure act, and therefore the college cannot assure confidentiality to any participant in the process.

If administrators or supervisors become aware that discrimination is occurring, receive a complaint, or obtain other information indicating possible discrimination, they must notify the Vice President of Human Resources as soon as reasonably possible, to ensure that the matter is addressed, even if the problem or alleged problem is not within their area of responsibility and authority.

Complainants, individuals charged, and any witnesses are entitled to representation of their selection throughout the complaint process. The individual charged will be informed that his/her bargaining unit representative will be notified that a complaint has been filed against him/her, unless he/she requests that no notification be made.

Within seven days after the formal complaint has been filed, the individual charged, his/her immediate supervisor and the area Dean/Vice President will be notified that a complaint has been filed.

The complainant may request an alternate dispute resolution process prior to or in lieu of the investigatory process outlined below. The Vice President of Human Resources or designee (the investigator) will conduct interviews with the complainant, the alleged discriminator, and any witnesses to allegations identified by the complainant and the alleged discriminator. Reasonable efforts will be made to complete such interviews within ninety days.

The report summarizing the findings of the investigation and the determination as to whether or not discrimination has occurred shall be forwarded to the appropriate area Dean/Vice President.

The decision regarding what action to take on the complaint, including, but not limited to, appropriate corrective measures and/or disciplinary action shall be made by the area Dean/Vice President and reported to the complainant. Copies of the determination shall be sent to the complainant, alleged discriminator, the alleged discriminator's supervisor and the Vice President of Human Resources. Reasonable efforts will be made to take action on the complaint within thirty days after receipt of the report. If a decision is made to take disciplinary action, such action shall be taken in accordance with appropriate college procedures and collective bargaining agreements.

Appeal

Appeals of any disciplinary action, including any finding that discrimination occurred, may be made through the appropriate employee contract or the student code.

If the complainant is not satisfied with the disposition of the complaint, she/he may file a written appeal to the president within ten days after notification of the disposition of the complaint. This request should include any and all additional information s/he wants the president to consider. The decision regarding the appeal, including appropriate corrective measures, shall be made in writing by the president within fifteen days after receipt of an appeal.

External Complaint

Any student, employee, applicant for admission or employment, or member of the public using BCC facilities who believes he/she has been discriminated against has the right to bypass the internal college process and file a discrimination complaint with one of the agencies listed below or any other agency with the jurisdiction to hear such complaints. Individuals seeking assistance from state and federal agencies need to be aware that many agencies have strict timelines regarding the filing of complaints.

Equal Employment Opportunity Commission

909 First Avenue, Suite 400
Seattle, WA 98104-1061

Human Rights Commission

1511 Third Avenue, Suite 921
Seattle, WA 98101

U.S. Office of Civil Rights**Department of Education**

915 Second Avenue
Seattle, WA 98174-1099

Academic Complaint Procedure

Students with a complaint about an instructional matter, or who wish to make a request for a grade review, shall file a written request within two consecutive quarters from the date of the issuance of the grade. The Executive Dean of Instruction may extend the time limits in the process under exceptional circumstances such as extended illness, sabbatical leave, or other absence of either party to the complaint in which case the Dean will give reasonable opportunity to complete appeal procedures or reply to the charges before making a decision.

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 Executive Dean of Instruction, 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."

The student's written complaint, including remedies sought, shall be submitted to the appropriate Organizational Unit Administrator (OUA). Upon receipt of the written complaint, the OUA shall discuss with the student his/her concerns, including both informal and formal options available to resolve the grade concern. The OUA shall also inform the student that the ASBCC Vice President of Student Affairs or another person the student chooses may act as an advocate who will assist the student in completion of the complaint process. The student may waive the right to an advocate.

If the complaint cannot be resolved by informal means, the OUA shall forward the student's written complaint to the faculty member concerned, who must provide a written response within ten instructional days. The OUA shall forward the instructor's response to the student. If the faculty member's written response does not resolve the complaint to the student's satisfaction, he/she may submit a written appeal to the OUA, citing the reasons for disagreeing with the instructor's response. The OUA shall consult with the instructor, conduct further investigation as necessary, and provide a written response to the student within ten instructional days. If the OUA's response does not resolve the complaint to the student's satisfaction, the student shall submit a written appeal to the OUA, requesting that the grievance be heard before the Student Academic Grievance Committee. The OUA will contact the Student Academic Grievance Committee chairperson to convene the committee.

Student Academic Grievance Committee

The Student Academic Grievance Committee shall be composed of four faculty and two student justices. The BCCAHE will annually elect one faculty member for the committee who will serve as the committee chairperson for the academic year commencing fall quarter. Two faculty members will be selected from the same or a closely aligned organizational unit of the faculty member against whom the grievance is filed. One faculty member will be selected without regard to organizational unit, but who is sufficiently aware of related discipline issues so as to add professional perspective to the hearing. The two student justices will be appointed by the ASBCC president from the ASBCC judicial board.

The Student Academic Grievance Committee shall consider the case within ten instructional days following its receipt of the student's written

request for a hearing. All hearings shall be closed meetings of the Student Academic Grievance Committee (to include the student and the faculty member), except that any party to the grievance may have one representative or advisor in attendance. Based upon the evidence and proceedings, the Student Academic Grievance Committee shall provide both findings of fact and a written recommendation of the action to resolve the grievance within five instructional days of the hearing to the Executive Dean. The Executive Dean shall review the recommendation of the committee and, after consulting as appropriate with the student, the faculty member, and the committee, shall render a decision. The decision of the Executive Dean shall be final.

If the Student Academic Grievance Committee, at any point in its deliberations, finds that the complaint is without merit, the Committee may decide to dismiss the case. The Committee shall notify the complainant and the OUA of its decision. The Student may appeal the Committee's decision to the Executive Dean.

Disclosure of Social Security Numbers**Excerpt from Policy**

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.

BCC assigns a nine-digit number to all students who have previously enrolled and those who are applying for admission. Social Security numbers will continue to be requested but will not be used as identifiers in the college records system.

BCC 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.

Drug-Free Environment**Excerpt from Policy**

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. Any disciplinary action for employees or students will be decided on a case-by-case basis depending upon the specific circumstances.

Disciplinary action resulting from a drug-related student code violation may range from strict discipline to expulsion from the college and denial of future registration. Students who feel they might have a problem with drug and/or alcohol abuse are encouraged to make an appointment to speak with a counselor in the Counseling Center.

Family Education Rights and Privacy Act (FERPA)

Excerpt from Policy

Bellevue Community College implements policy contained in this chapter in compliance with Public Law 93-380, the Family Educational Rights and Privacy Act of 1974 ("FERPA"). This law establishes that the education 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 release so-called "directory information" without prior written permission.

The college has adopted procedures to implement the Family Educational Rights and Privacy Act. Questions pertaining to the procedures and their implementation should be directed to the Associate Dean of Enrollment.

Notification of Rights under FERPA

FERPA affords students certain rights with respect to their education records. They are:

1. The right to inspect and review the student's education records within 45 days of the day the college receives a request for access. Students should submit to the Associate Dean of Enrollment written requests that identify the record(s) they wish to inspect. The Associate Dean will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the Associate Dean, s/he will forward the request to the appropriate college official to whom the request should be addressed.
2. The right to request the amendment of the student's education records that the student believes are inaccurate or misleading. Students may ask the college to amend a record that they believe is inaccurate or misleading. They should write the college official responsible for the record, clearly identify

the part of the record they want changed, and specify why it is inaccurate or misleading. If the college decides not to amend the record as requested by the student the college will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing. Grades are not subject to amendment of a student record.

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. There are exceptions which permit disclosure without consent such as disclosure to school officials with legitimate educational interests. A school official is a person employed by the college or under contract in an administrative, supervisory, academic, research, or support staff position (including campus security personnel and health staff); a person or company with whom the college has contracted (i.e., an attorney, auditor, compliance officer, collection agency or billing service); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the college discloses education records without consent to officials of another school in which a student seeks or intends to enroll, in connection with financial aid, to parents of dependent students, to comply with a subpoena or to organizations conducting studies on behalf of educational institutions. Information may also be disclosed for health and safety reasons and as a result of a disciplinary hearing to an alleged victim. Directory information (that information which may be made public to any party) is defined as: name, dates of enrollment, degree/certificate earned, sports participation (including height & weight).
4. The right to file a complaint with the US Department of Education concerning alleged failures by Bellevue Community College to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office
US Department of Education
400 Maryland Avenue, SW
Washington DC 20202-4605

Financial Responsibilities

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, and issuance of academic transcripts may be withheld for failure to meet financial obligations to the college.

Hazing

Excerpt from Policy

Hazing is prohibited. 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 violations are also misdemeanors punishable under state criminal law according to RCW 9A.20.021.

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.

Smoking on Campus

Excerpt from Policy

Bellevue Community College limits smoking and tobacco use on campus as follows:

- Smoking and tobacco use is permitted only in designated locations. The college designates locations outside the campus courtyard on the main campus.
- 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. Signs and ashtrays are placed at the main pedestrian entrances to campus from our parking lots. A map depicting designated smoking and tobacco use areas is available from Campus Operations. Information about smoking areas at off campus locations will be posted at that site.

Student Code

Excerpt from Policy

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 and abide by 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 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.

Student Rights and Freedoms

The following enumerated rights and freedoms are guaranteed to each student within the limitations of statutory law and college policies that are deemed necessary to achieve the educational goals of the college:

Academic Freedom. 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 shall have the right of assembly as defined in WAC 132H-120-030 upon college facilities that are generally available to the public. [Certain provisions apply]. Students are free to pursue appropriate educational objectives from among the college's curricula, programs and services, subject to the limitations of RCW 28B.50.090(3)(b). Students shall be protected from academic evaluation which is arbitrary, prejudiced or capricious. Students have the right to a learning environment which is free from unlawful discrimination, inappropriate and disrespectful conduct, and sexual harassment.

Due Process. The right of students to be secure in their persons, quarters, papers, and effects against unreasonable searches and seizures is guaranteed. No disciplinary sanction may be imposed on any student without notice to the accused of the nature of the charges. A student accused of violating the Student Code is entitled, upon request, to procedural due process as set forth in this chapter.

Distribution and Posting. Students may distribute or post printed or published material subject to official procedures printed and available in the Office of Student Programs.

Off-Campus Speakers. Recognized student organizations shall have the right to invite

outside speakers to speak on campus subject to the availability of campus facilities, funding, and compliance with the college procedures available in the Campus Operations Office.

Incidental Sales. Students have the right to engage in incidental sales of personal property in a private transaction provided college facilities are not explicitly used for this purpose.

Commercial Activities. The use of college grounds or facilities for commercial or private gain purposes is prohibited [exceptions apply].

Fund-Raising. Students have the right to engage in fund raising activities for nonprofit organizations as recognized by the Internal Revenue Service.

Sale of Merchandise. All merchandise offered for commercial sale may be sold only through the College Bookstore or College Food Services except when approved by the Vice President of Student Services.

Student Responsibilities

Any student shall be subject to disciplinary action as provided for in this chapter, who either as a principal actor, aide, abettor, or accomplice as defined in RCW 9A.08.020:

1. Materially and substantially interferes with the personal rights or privileges of others or the educational process of the college;
2. Violates any provision of this chapter; or
3. Commits any prohibited act including but not limited to the following:
 - A. **Alcoholic Beverages.** Being demonstrably under the influence of any form of alcoholic beverage. Possessing or consuming any form of liquor or alcoholic beverage except as a participant of legal age in a student program, banquet, or educational program which has the special written authorization of the college president or his/her designee.
 - B. **Controlled Substances.** Using, possessing, delivering, selling, or being under the influence of legend drugs, including anabolic steroids, androgens, or human growth hormones, as defined by RCW 69.41.010 and RCW 69.41.300 or any other controlled substance as defined in RCW 69.50.101 as now law or hereafter amended, except upon valid prescription or order of a practitioner, is subject to additional sanctions, including disqualification from participation in college-sponsored athletic events. For the purpose of this regulation, "sale" shall include the statutory meaning defined in RCW 69.04.005 as now law or hereafter amended.
 - C. **Illegal Entry.** Unauthorized entry into or onto any locked or otherwise closed college facility in any manner, at any time, without permission of the college employee or agent in charge thereof.

- D. **Forgery or Alteration of Records.** Forgery, as defined in RCW 9A.60-010-9A.60.020 as now law or hereafter amended or any district record of instrument or tendering any forged record of instrument to any employee or agent of the district acting in his/her official capacity as such.
- E. **Illegal Assembly.** Participation in an assembly which materially and substantially interferes with vehicular or pedestrian traffic, classes, hearings, meetings, the educational and administrative functions of the college, or the private rights and privileges of others.
- F. **Malicious Mischief.** Intentional or negligent damage to or destruction of any college facility or other public or private real or personal property.
- G. **Failure to Follow Instructions.** Failure to comply with directions of properly identified college officials acting in performance of their duties.
- H. **Physical Abuse.** Physical abuse of any person or conduct which is intended unlawfully to threaten imminent bodily harm or to endanger the health or safety of any person on college-owned or controlled property or at college-sponsored or supervised functions.
- I. **Assault.** Assault, reckless endangerment, intimidation, or interference upon another person in the manner set forth in RCW 9A.36.010, RCW 28B.10.570 through RCW 28B.10.572 as now or hereafter amended.
- J. **Disorderly, Abusive, or Bothersome Conduct.** Disorderly or abusive behavior that interferes with the rights of others or which obstructs or disrupts teaching, research, or administrative functions.
- K. **Weapons.** Possession or use of firearms, explosives, dangerous chemicals, or other dangerous weapons or instrumentalities on the college campus, except for authorized college purposes or for law enforcement officers, unless written approval has been obtained from the Dean of Student Services or any other person designated by the President.
- L. **Lewd Conduct.** Engaging in lewd, indecent, or obscene behavior on college-owned or controlled property or at college-sponsored or supervised functions.
- M. **False Alarms.** Falsely setting off or otherwise tampering with any emergency safety equipment, alarm, or other device established for the safety of individuals and/or college facilities.
- N. **Cheating and Plagiarism.** Engaging in cheating, stealing, plagiarizing, knowingly furnishing false information to the college, or submitting to a faculty member any work product that the student fraudulently represents as his or her own work for the purpose of fulfilling or partially fulfilling any assignment or task required as part of a program of instruction.
- O. **Sexual Harassment.** Engaging in unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature where such behavior knowingly offends the recipient, causes discomfort or humiliation, or interferes with job or school performance.
- P. **Theft or Robbery.** Theft or robbery from the district or from another as defined in RCW 9A.56.010 through RCW 9A.56.050 and RCW 9A.56.100 as now law or hereafter amended.
- Q. **Unauthorized Use of Property.** Converting college equipment, supplies, or other property without proper authority.
- R. **Refusal to Provide Identification.** Refusal to provide positive identification (e.g., valid driver's license or state identification card) in appropriate circumstances to any college employee in the lawful discharge of said employee's duties.
- S. **Smoking.** Smoking in any college facility or on campus grounds except where specifically posted as permitted, or any other smoking not complying with chapter 60.160 RCW.
- T. **False Complaint.** Filing a formal complaint falsely accusing another student or college employee with violating a provision of this chapter.
- U. **Improper use of computer, telephone, or other electronic devices.** Conduct that violates the college's acceptable use policy as it relates to computers, telephone, or electronic technology use, including electronic mail and the internet. Trespassing or gaining access, without authorization, to a computer, system, network, or electronic data owned, used by, or affiliated with the college.
- V. **Ethics violation.** The breach of any generally recognized and published code of ethics or standards of professional practice that governs the conduct of a particular profession for which the student is taking courses or is pursuing as an educational goal or major. These ethics codes must be distributed to students as part of an education program, course, or sequence of courses and the student must be informed that a violation of such ethics may subject the student to disciplinary action by the college.
- W. **Criminal law violation, illegal behavior, other unlawful violations.** Students can be reported to proper authorities for acts which constitute violations to applicable local, state and federal laws. When the student's behavior is determined to threaten

the health, safety and/or property of the college and its members, the college may immediately and summarily suspend the student and refer any such violation to the proper authorities for disposition.

- X. **Stalking.** Stalking by intentionally and repeatedly harassing or repeatedly following another person when the person being harassed or followed is reasonably placed in fear that the stalker intends to injure that person or another person, or property of the person or of another person. The stalker must either (i) intend to frighten, intimidate, or harass the person; or (ii) know or reasonably should know that the person is afraid, intimidated, or harassed, even if the stalker did not intend to place the person in fear or intimidate or harass the person.

Purpose of Disciplinary Action

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.

Initial Disciplinary Proceedings

1. All disciplinary proceedings will be initiated by the Vice President of Student Services or his or her designated representative. The student may be placed on suspension pending commencement of disciplinary action.
2. Any student accused of violating any provision of the rules of conduct shall be called for an initial meeting with the Vice President of Student Services or his or her designated representative. The student will be informed in writing of what provision or provisions of the rules of conduct he/she is charged with violating, and what appears to be the range of penalties, if any, which might result from initiation of disciplinary proceedings.
3. After considering the evidence in the case and interviewing the accused student, if the accused student has appeared at the scheduled conference, the Vice President may take any of the following actions:
 - Terminate the proceeding, exonerating the student or students;
 - Dismiss the case after whatever counseling and advice the Vice President deems appropriate;
 - Impose verbal warning to student directly, not subject to the student's right of appeal as provided in this chapter;
 - Impose additional sanctions of reprimand, probation, suspension, or dismissal, subject to the student's right of appeal as provided in the following provisions.

Administration & Faculty

Bellevue Community College is accredited by the Commission on Colleges and Universities of the Northwest of Schools and of Colleges and Universities, 8060 165th Ave. NE, Suite 100, Redmond WA 98052

Board of Trustees of Community College District VIII

Chair: Paul T. Chiles, Bellevue
Lee Kraft, Mercer Island
Steve Miller, Bellevue
Vicki Orrico, Bellevue
Vijay Vashee, Mercer Island

Administration of Bellevue Community College

President: B. Jean Floten
Executive Assistant to the
President: Lucinda Taylor

Administrative Services

Vice-President: Laura Saunders
Executive Director, Finance & Auxiliary
Services: Mary Canan
Director, Bookstore: Kristen Connely
Director, Campus Operations: Laurel LaFever
Director, Early Learning, Family, &
Childcare Center: Verna Willis
Director, Facilities Planning &
Construction: David Maxwell
Director, Food Services: Todd Juvrud
Director, Institutional Research: Patricia James
Director, Interim, Public Safety: Maggie Whetsel
Manager, Budget, Grants &
Contracts: Kelly Paustain

Human Resources

Vice-President: Bea Hughes
Director, Human Resources
Operations: Penni Blakely

Information Resources

Dean: Dr. Michael Talbott
Director, Computing Services: Agnes Figueroa
Director, Distance Education: Liz Anderson
Director, Technology Development &
Support Services: Keith Mutch
Director, Television Services: Richard Otte
Director, Web Services: Lori Tiede
General Manager, Radio Station
KBCS: Steve Ramsey
Curriculum Design Specialist, Faculty
Resource Center: Mary Slowinski
Educational Technology Specialist, Faculty
Resource Center: Asha Nelson
IT Security Administrator: Gary Farris

Re-Hosting Administrator: Gary Mahn

Institutional Advancement

Vice-President: Gaynor Hills
Director, Development: Kara Talbott
Director, Institutional & Foundation
Grants: Barbara Miller
Director, Marketing & College
Relations: Bart Becker
Director, Public Information: Robert Adams

Instructional Services

Executive Dean: Dr. Peter Muphumulo
Dean of Instruction: Norma Whitacre
Director, Library Media Center: Myra Van Vactor
Director, College Credit and Careers
Network: Joyce Carroll

National Workforce Center for Emerging Technologies (NWCET)

Executive Director: TBF

Pluralism & Equity

Vice President: Dr. James Bennett

Student Services

Vice President: Thomas W. Pritchard
Assistant Dean, Financial Aid: Sherri Ballantyne
Assistant Dean, International Student
Programs: Crisanto Samia
Assistant Dean, Student Programs: Faisal Jaswal
Associate Dean, Enrollment Services: Robin Young
Associate Dean, Student Success:
Matt Groshong
Director, Athletics: William O'Connor
Director, Disability Support
Services: Susan Gjolmesli
Director, Educational Planning
Advising Center: Celinda Smith
Director, High School Programs: Amy MacNeill
Director, MultiCultural Services: Ata Karim
Director, Outreach & Recruitment:
Trina Ballard Shindler
Director, TRiO Student Support
Services: Barbara Brodsky

Workforce Development

Vice-President: Paula Boyum
Dean, Continuing Education: Bruce Riveland
Director, Career Center & Women's
Center: Cheryl Vermilyea
Director, Computer Programs
(Cont. Ed.): Dennis Phillips
Director, Life Science Informatics
Center: Patricia Dombrowski

Director, Workforce Education: Darlene Molsen
Director, Work-Related Programs
(Cont. Ed.): Margaret Murphy
Director, World Languages & Travel,
Art-Zones, Explore! Programs
(Cont. Ed.): René Siegenthaler
Manager, Venture Program: TBF

Division Chairs

Arts & Humanities: Thomas R. Nielsen
Business: Bill Iverson
Health Sciences, Education & Wellness
Institute Interim: Jack Surendranath
Science: Lynn Sage
Social Science, Interim: Dr. Trevor McMorris Tate

Program Chairs

Arts & Humanities Division

American Studies: Jeff Cofer
Applied Linguistics & Language:
Susan Jamieson
Art: Vicki Artimovich
Communication Studies: Dr. Roger George
Theatre Arts: Tammi Doyle
English: Sydney Dietrich
English Language Institute: Susan Jamieson
ESL: Garnet Templin-Imel
Experiential Learning: Cheryl Vermilyea
Interdisciplinary Studies: Star Rush
International Business Professions:
Susan Jamieson
Interior Design: Dan Beert
Music: Tom Almli
Philosophy: Mark Storey
World Languages: Carolyn Bilby

Business Division

Accounting-Paraprofessional: Judy Woo
Business Administration-Transfer: Judy Woo
Business Technology Systems: Marika Reinke
Digital Media Arts: Stephen Garrow
General Business Management: Frank Hatstat
Information Systems: Sylvia Unwin
Marketing Management: Frank Hatstat
Network Services & Computing
Systems: Sylvia Unwin
Technical Support: Sylvia Unwin

Health Sciences, Education & Wellness Institute

Alcohol & Drug Counseling: Paul Weatherly
Counseling Center: Harlan Lee
Diagnostic Ultrasound: Katherine P. Olson
Early Childhood Education: Leah Timberlake
Fire Science Programs: Judith Kuleta
Nuclear Medicine Technology:
Jennifer Prekeges
Nursing (Associate Degree): Sybil Weber
Nursing Continuing Education: Sandy Wyrick

Administration & Faculty

Parent Education: Julie Soto
Physical Education/Health: Ray Butler
Radiation Therapy: Julius Armstrong
Radiologic Technology: Ron Radvilas

Science Division

Engineering: Frank Lee
Life Sciences: Dr. Rob Viens
Mathematics: David Stacy
Physical Sciences: Cathy Lyle

Social Science Division

Administration of Criminal Justice:
Dr. Michael Caldero
Anthropology: Nancy Gonlin
Economics: Michael Righi
Ethnic & Cultural Studies: Kim Pollock
Geography: Douglas Roselle
History: Graham Haslam
Political Science/International
Studies: Aslam Khan
Psychology: Virginia Bridwell
Sociology: Denise Johnson

Administrators & Faculty

**indicates affiliated part-time faculty*

Agassiz, Roderick A., Counseling Center
B.A., University of Washington
M.Ed., Seattle University
Akhlaghi, Tony, Mathematics
B.S., University of Washington
M.S., Western Washington University
***Allen**, Lisa, Parent Education
B.S., Northwestern University, Illinois
Almli, Thomas, Music (Chair)
B.A.E., Luther College, Iowa
Anderson, Carol L., Psychology
B.A., University of Washington
M.A., University of Washington
M.S., Western Washington University
Anderson, Marilyn D., Mathematics
B.S., University of Redlands, California
M.S., University of Washington
***Andrus**, Pat L., English
B.A., Nazareth College, Michigan
M.F.A., Goddard College, Vermont
Armstrong, Julius B., Radiation Therapy (Chair)
B.A., City College, New York
M.B.A., Adelphi University, New York
Artimovich, Vicki, Art (Chair)
B.A., M.A., University of Washington
Austin, Ronald J., Media Communication &
Technology
B.A., Evergreen State College
Backstrand, Robert L., Video Production
B.A., Art Center College of Design, California
M.A., Sp[ring Arbor University, Michigan
Baldwin, Rebecca, Economics
B.S., University of Albany, New York
M.A., University of Washington

Ballantyne, Sherri, Assistant Dean, Financial Aid
B.A., Seattle University
Bangera, Mahalaxmi Gita, Dr., Science
B.S., University of Bombay, India
M.S., Carnegie-Mellon University,
Pennsylvania
Ph.D., Washington State University
***Barrish**, Gerald K., Dr., Sociology
A.B., University of Pennsylvania
M.A., Ph.D., University of Washington
Beert, Daniel C., Interior Design (Chair)
B.A., Northern Illinois University
M.A., Michigan State University
Benarcik, Peter M., Interior Design
B.S., Catholic University of America,
Washington D.C.
M.S., Art Center College of
Design, California
Bennett, James L., Dr., Vice President, Equity &
Pluralism
B.A., Macalester College, Minnesota
M.S., Mankato State University, Minnesota
Ph.D., University of Washington
***Berg**, Carole A., Physical Sciences/Chemistry
B.S., Washington State University
M.S., University of Washington
Bessho, Scott, English
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2008-2009 Academic Calendar

June 2008

Sun	Mon	Tue	Wed	Thu	Fri	Sat
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	Commencement June 13				

November 2008

Sun	Mon	Tue	Wed	Thu	Fri	Sat
11/11 Staff Professional Development Day: No day or evening credit classes. Offices closed.						1
2	3	4	5	6	7	8
9	10	11 NO CLASS	12	13	14	15
16	17	18	19	20	21	22
23 30	24	25	26	27 HOLIDAY	28 HOLIDAY	29

April 2009

Sun	Mon	Tue	Wed	Thu	Fri	Sat
4/23 Prof Dev Day: No day or evening credit classes. Offices open.			1 Spring Qtr Begins	2	3	4
5	6	7	8	9	10	11
12	13	14 Count Day	15	16	17	18
19	20	21	22	23 No Class	24	25
26	27	28	29	30		

July 2008

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		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 2008

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8 Finals	9 Finals	10 Finals Qtr Ends	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25 HOLIDAY	26 HOLIDAY	27
28	29	30	31			

May 2009

Sun	Mon	Tue	Wed	Thu	Fri	Sat
5/8 College Issues Day: No day or evening credit classes. Offices closed.					1	2
3	4	5	6	7	8 No Class	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24 31	25 HOLIDAY	26	27	28	29	30

August 2008

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6 Finals Qtr Ends	7	8	9
10	11	12	13	14	15	16 POWER DOWN
17	18	19	20	21	22	23
24 31	25	26	27	28	29	30

January 2009

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				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 2009

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16 Finals	17 Finals	18 Finals Qtr Ends	19	20
21	22	23	24	25	26	27
28	29 Summer Qtr Begins	30	Commencement June 18			

September 2008

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 HOLIDAY	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17 OPENING WEEK	18 OPENING WEEK	19 OPENING WEEK	20
21	22 Fall Qtr Begins	23	24	25	26	27
28	29	30				

February 2009

Sun	Mon	Tue	Wed	Thu	Fri	Sat
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

July 2009

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3 HOLIDAY	4 HOLIDAY
5	6	7 Count Day	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

October 2008

Sun	Mon	Tue	Wed	Thu	Fri	Sat
10/29 College Issues Day: No day or evening credit classes. Offices closed.			1	2	3 Count Day	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 No Class	30	31	

March 2009

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19 Finals	20 Finals	21
22	23 Finals Qtr Ends	24	25	26	27	28
29	30	31				

August 2009

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12 Finals Qtr Ends	13	14	15 POWER DOWN
16	17	18	19	20	21	22
23 30	24 31	25	26	27	28	29

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