



# 2014-15 Course Catalog

**B** BELLEVUE  
COLLEGE



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3000 Landerholm Circle SE  
Bellevue, Washington 98077  
(425) 564-1000  
[www.bellevuecollege.edu](http://www.bellevuecollege.edu)

Bellevue College does not discriminate on the basis of race or ethnicity; creed; color; national origin; sex; marital status; sexual orientation; age; religion; genetic information; the presence of any sensory, mental, or physical disability; gender identity or veteran status in educational programs and activities which it operates... Please see policy 4150 at [www.bellevuecollege.edu/policies/](http://www.bellevuecollege.edu/policies/).

**General Information**..... (425) 564-1000

## Bachelor's Degree

Bachelor of Applied Arts – Interior Design .....	(425) 564-2624
Bachelor of Applied Science – Data Analytics .....	(425) 564-3167
Bachelor of Applied Science – Healthcare Technology & Management .....	(425) 564-3188
Bachelor of Applied Science – Information Systems & Technology .....	(425) 564-3189
Bachelor of Applied Science – Radiation & Imaging Sciences .....	(425) 564-3170
Bachelor of Science – Nursing (RN-BSN) .....	(425) 564-5078

## Institutional Advancement

BC Foundation & College Relations.....	(425) 564-2386
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## Instruction

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

## Library Media Center

Hours & Information Line .....	(425) 564-2252
Reference Desk .....	(425) 564-6161
Media Center Desk.....	(425) 564-2001

**President's Office**..... (425) 564-2301

## About Bellevue College

BC is committed to teaching excellence that advances the life-long educational attainment of its students while strengthening the economic, social and cultural life of its diverse community. Outstanding faculty and motivated staff advise, counsel and support students in their chosen educational endeavors, creating an atmosphere where achievement is expected and nurtured. The college promotes student success by providing high-quality, flexible, accessible educational programs, services and resources and advancing pluralism, inclusion and global awareness.

BC has served the community for nearly 50 years. Founded in 1966 as Bellevue Community College, it became Bellevue College in 2009. BC is an open-access institution that serves students who have a wide range of goals and needs. BC offers associate degrees that can lead to academic transfer to a 4-year college, and bachelor's and associate degrees and certificates focused on preparing them for careers in fields such as healthcare or technology. We also offer bachelor's degrees through our partnerships with Eastern Washington University, University of Washington and Washington State University.

BC assists specialized learners in our community with a variety of programs, including English as a Second Language, Running Start (for high school students), Adult Basic Education, Worker Retraining, and Occupational Life Skills (for students with disabilities). Still others are mid-career professionals who use our Continuing Education program, located at our North Campus, to enhance their skills.

Students from all over the world come together to learn, grow and enrich their lives at Bellevue College. Chosen by over 37,000 students annually, it is the third largest institution of higher learning in the state, behind the University of Washington and Washington State University. We draw 1,600 international students from over 65 countries to our campus each year.

Our 90-acre campus is a hub for community activities, including games by our Bulldogs athletic teams, music, dance and theater performances, lecture series, student club events, summer science and sports camps for kids, art exhibits, and digital astronomy shows at Geer Planetarium.



## ***Become Exceptional at BC!***

While spring is traditionally associated with fresh starts and new beginnings, at a college it happens every fall. Yes, new students can enroll at any time, but fall is considered the beginning of a new academic year. This is my second fall at Bellevue College and I'm truly excited to greet new and returning students to our campus community.

For those of you who are entering college for the first time, I encourage you to take the time to not only learn in your classroom or online environment, but to forge connections with other students, your world-class faculty, and the eager support staff. Use this time to create lifelong relationships that expand your horizons and enhance the world. Join a club, explore cultural activities, and develop an appreciation for the diversity around you.

If you are a returning student and/or a lifelong learner, I congratulate you for continuing to pursue your education. Whether you are changing careers, seeking additional professional skills or enhancing your personal knowledge, Bellevue College will support all your educational endeavors. Each time I have returned to the classroom, I develop a greater appreciation for all that there is to learn and explore. Bellevue College is committed to providing all students with opportunities to succeed and meet their educational goals.

In addition to personal success, Bellevue College students contribute to the success of the Puget Sound region, the state of Washington, and the world. Whether it's healthcare technology, network administration or movie making, BC students provide a solid foundation to the workforce in the region and beyond. As a Bellevue College graduate, your skills and abilities will be sought by employers or allow you to pursue advanced degrees. As a graduate from a world-class college, the education you receive from Bellevue College will make a difference in your life. So whether you dream of being a star in the theater or shooting for the stars in astronomy, we are here to support your success, help your dreams come true, and give you a fresh start.

Become Exceptional!

A handwritten signature in cursive script that reads "David L. Rule".

Dr. David L. Rule  
President  
Bellevue College



# Introduction



## **Vision, Values, Mission, Goals**

*adopted by the Board of Trustees, June 2008*

### **Vision**

Bellevue 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 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 College is a comprehensive and innovative college that advances the life-long edu-

cational 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**

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

#### **Student Success**

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

#### **Teaching and Learning Excellence**

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

#### **Institutional Accountability**

Bellevue College 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**

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

#### **Financial Sustainability**

Bellevue College will remain preeminent by strengthening its financial position.

#### **Technology Leadership**

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

#### **Pluralism**

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

#### **Community Leadership and Partnership**

Bellevue College 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 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 BC, and students, faculty, staff members, and administrators are to treat one another with dignity and respect.

## Accreditation

Bellevue College is accredited as an associate and bachelor degree-granting institution by the Northwest Commission on Colleges and Universities, an institutional accrediting body recognized by the Council for Higher Education Accreditation and the U.S. Department of Education. This accreditation was most recently reaffirmed in 2009. The accrediting body is located at:

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

## State Approving Agency

Selected 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.

## Equal Opportunity and Reasonable Accommodation

Bellevue College is an Equal Opportunity Employer and operates under an Affirmative Action Plan, in accordance with applicable federal and state laws and regulations. Bellevue College reaffirms its policy of equal opportunity regardless of race or ethnicity, color, creed, religion, national origin, sex, sexual orientation

including gender identity or expression, age, genetic information, marital or family status, disability, or status as a disabled veteran or Vietnam era veteran. Please visit [www.bellevuecollege.edu/about/equal/](http://www.bellevuecollege.edu/about/equal/) for more detail.

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 College with respect to equal opportunity and disability accommodation regulations is under the direction of the Vice President of Human Resources, Bellevue College, 3000 Landerholm Circle SE, Bellevue, WA 98007-6454, telephone (425) 564-2274.

Bellevue 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, Fax: (425) 564-4138 or e-mail: [drc@bellevuecollege.edu](mailto:drc@bellevuecollege.edu). Employees and the general public should contact Human Resources at – Voice: (425) 564-2274, Fax: (425) 564-3173 or e-mail: [hr@bellevuecollege.edu](mailto:hr@bellevuecollege.edu).

## Student Right-to-Know Act

The Student Right-to-Know Act requires that institutions receiving Title IV funding disclose specific information about the college. Information about Bellevue College and its campus is available for review for our students, which also includes the bachelor degree students, on BC's website at [www.bellevuecollege.edu/legal/publicdisclosure/](http://www.bellevuecollege.edu/legal/publicdisclosure/). You can also access much of this information throughout this annual Course Catalog, including BC website links to specific topics. In addition, some hard-copy reports are available as noted below:

For information on other Student Right-to-Know topics, visit [www.bellevuecollege.edu](http://www.bellevuecollege.edu).

## Where to Find Information on Student Services and Policies

The Bellevue College website is the gateway to an enormous amount of information about student life at Bellevue College. Academic, enrollment and graduation, and tuition information are among the many topics you may find helpful. In addition, there is information about our wide array of student services, including advising, counseling, veterans' assistance, and financial aid. (See page 4 for department listings, URL and contact information.)

Policies and procedures that students need to know can also be found on the website. These include policies about academic standards, withdrawing from classes, behavior expectations and discipline procedures. BC policies and procedures are subject to revision without notice. For current information on policies, visit [www.bellevuecollege.edu/policies/](http://www.bellevuecollege.edu/policies/).

Be sure to pick up a Student Handbook, available in the Student Programs office or PALS Center, prepared by the Student Programs department. There you will find for a great deal of information that will be helpful to you throughout your time at BC. Among handbook content is information about campus resources, policies and opportunities for student involvement, including participation in the Associated Student Government, by joining one of the college's more than 70 student clubs, or becoming involved in campus athletics, music, dance or theatre.

## 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.





# College Services to Help You Become Exceptional

Campus Services	Web Address	Room #	Phone #
Academic Advising	<a href="http://depts.bellevuecollege.edu/advising/">depts.bellevuecollege.edu/advising/</a>	SSB, 2nd floor	(425) 564-2212
Academic Success Center	<a href="http://www.bellevuecollege.edu/asc/">www.bellevuecollege.edu/asc/</a>	D204	(425) 564-2200
Admissions	<a href="http://www.bellevuecollege.edu/enrollment/admissions/">www.bellevuecollege.edu/enrollment/admissions/</a>	SSB, 1st floor	(425) 564-2222
Associated Student Government	<a href="http://www.bellevuecollege.edu/stupro/">www.bellevuecollege.edu/stupro/</a>	C212	(425) 564-6150
Bookstore	<a href="http://bcc.collegestoreonline.com">bcc.collegestoreonline.com</a>	B127, SSB	(425) 564-2285
Center for Career Connections & Women's Center	<a href="http://www.bellevuecollege.edu/careers/">www.bellevuecollege.edu/careers/</a>	SSB, 2nd floor	(425) 564-2279
Cashier	<a href="http://www.bellevuecollege.edu/enrollment/tuition/cashier/">www.bellevuecollege.edu/enrollment/tuition/cashier/</a>	SSB, 1st floor	(425) 564-2309
Childcare & Head Start	<a href="http://www.bellevuecollege.edu/childcare/">www.bellevuecollege.edu/childcare/</a>	Q Bldg.	(425) 564-2240
Counseling Center	<a href="http://depts.bellevuecollege.edu/counseling/">depts.bellevuecollege.edu/counseling/</a>	SSB, 2nd floor	(425) 564-2212
Disability Resource Center	<a href="http://www.bellevuecollege.edu/drc/">www.bellevuecollege.edu/drc/</a>	B132	(425) 564-2498
eLearning (Distance Education)	<a href="http://www.bellevuecollege.edu/distance/">www.bellevuecollege.edu/distance/</a>	A202	(425) 564-2438
Enrollment & Registrar Services	<a href="http://www.bellevuecollege.edu/enrollment/registration/">www.bellevuecollege.edu/enrollment/registration/</a>	SSB, 1st floor	(425) 564-2222
Evaluations/Graduation	<a href="http://www.bellevuecollege.edu/enrollment/graduation/">www.bellevuecollege.edu/enrollment/graduation/</a>	B125	(425) 564-3106
Financial Aid	<a href="http://fa.bellevuecollege.edu/">fa.bellevuecollege.edu/</a>	SSB, 1st floor	(425) 564-2227
GED Preparation Classes	<a href="http://www.bellevuecollege.edu/deved/ged/">www.bellevuecollege.edu/deved/ged/</a>	R230	(425) 564-2067
High School Programs	<a href="http://www.bellevuecollege.edu/programs/highschool/">www.bellevuecollege.edu/programs/highschool/</a>	SSB, 2nd floor	(425) 564-2026
International Student Programs	<a href="http://www.bellevuecollege.edu/isp/">www.bellevuecollege.edu/isp/</a>	House 6	(425) 564-3185
Library Media Center	<a href="http://www.bellevuecollege.edu/lmc/">www.bellevuecollege.edu/lmc/</a>	D126	(425) 564-6161
Multicultural Services & Student Success	<a href="http://depts.bellevuecollege.edu/mcs/">depts.bellevuecollege.edu/mcs/</a>	SSB, 2nd floor	(425) 564-2208
Occupational & Life Skills	<a href="http://olsatbellevuecollege.com/">olsatbellevuecollege.com/</a>	North Campus	(425) 564-2844
Parent Education – Preschool	<a href="http://www.bellevuecollege.edu/parented/">www.bellevuecollege.edu/parented/</a>	R130	(425) 564-2365
Public Safety/Security	<a href="http://www.bellevuecollege.edu/publicsafety/">www.bellevuecollege.edu/publicsafety/</a>	K100	(425) 564-2400
Records & Grades	<a href="http://www.bellevuecollege.edu/enrollment/records/">www.bellevuecollege.edu/enrollment/records/</a>	SSB, 1st floor	(425) 564-2222
Tech Prep College Connections	<a href="http://www.techprepcc.org/">www.techprepcc.org/</a>		(425) 564-2774
Testing Services / GED Testing	<a href="http://www.bellevuecollege.edu/enrollment/assessment/">www.bellevuecollege.edu/enrollment/assessment/</a>	B142	(425) 564-2243
Transcripts	<a href="http://www.bellevuecollege.edu/enrollment/records/">www.bellevuecollege.edu/enrollment/records/</a>	SSB, 1st floor	(425) 564-2222
TRiO Student Support Services	<a href="http://depts.bellevuecollege.edu/trio/">depts.bellevuecollege.edu/trio/</a>	SSB, 2nd floor	(425) 564-5745
TTY (in Disability Resource Center)			(425) 564-4110
Veterans Office	<a href="http://fa.bellevuecollege.edu/veterans">fa.bellevuecollege.edu/veterans</a>	SSB, 1st floor	(425) 564-2220
Workforce Education	<a href="http://www.bellevuecollege.edu/we/">www.bellevuecollege.edu/we/</a>	B131	(425) 564-4054
Worker Retraining	<a href="http://www.bellevuecollege.edu/we/wrp/">www.bellevuecollege.edu/we/wrp/</a>	N211	(425) 564-2036
Writing Lab	<a href="http://www.bellevuecollege.edu/asc/writing/">www.bellevuecollege.edu/asc/writing/</a>	D204	(425) 564-2200
College Credit Instructional Divisions			
Arts & Humanities	<a href="http://www.bellevuecollege.edu/artshum/">www.bellevuecollege.edu/artshum/</a>	R230	(425) 564-2341
Institute for Business & Information Technology (IBIT)	<a href="http://www.bellevuecollege.edu/ibit/">www.bellevuecollege.edu/ibit/</a>	A254	(425) 564-2311
Health Sciences, Education & Wellness (HSEWI)	<a href="http://www.bellevuecollege.edu/health/">www.bellevuecollege.edu/health/</a>	R130	(425) 564-2012
Science	<a href="http://scidiv.bellevuecollege.edu/">scidiv.bellevuecollege.edu/</a>	L200	(425) 564-2321
Social Science	<a href="http://www.bellevuecollege.edu/socsci/">www.bellevuecollege.edu/socsci/</a>	D110	(425) 564-2331
Continuing Education			
Continuing Education	<a href="http://www.bellevuecollege.edu/ce/">www.bellevuecollege.edu/ce/</a>	North Campus	(425) 564-2263
Telos (programs for retirees)	<a href="http://www.bellevuecollege.edu/ce/retiree-programs/">www.bellevuecollege.edu/ce/retiree-programs/</a>	North Campus	(425) 564-2263
Business Training Institute	<a href="http://www.bellevuecollege.edu/ce/corporate-group-training/">www.bellevuecollege.edu/ce/corporate-group-training/</a>	North Campus	(425) 564-2959

**SSB = Student Services Building, east wing of Bldg. B on the BC main campus.**



# General Education Requirements at Bellevue College



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 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. The General Education program at Bellevue College has undergone an extensive review. BC'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, BC has carefully formulated its General Education requirements to correspond with lower division and general requirements at other community colleges and at typical baccalaureate institutions. As a reflection of our values of maintaining excellence and anticipating future needs in teaching and learning, Bellevue College has identified three main overarching General Education areas: Creative and Critical Thinking, Communication, and Connections.

Opportunities to develop these skills in those three areas have been 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 BC are designed to provide appropriate levels of student preparation and learning in the general education areas by taking a course designated as a "Cultural Diversity Course" by BC, in addition to taking the Written Communications courses, Quantitative/Symbolic Reasoning courses, and distribution courses (in Social Sciences, Humanities, and Natural Sciences) required by the State's Direct Transfer Agreement.

## General Education Competency Requirements

Creative and Critical Thinking	Communication	Connections
<p>The ability to utilize a range of thought processes to evaluate information and opinions, generate new ideas, and identify creative and successful outcomes. Specific topics that fit within this area include:</p> <ul style="list-style-type: none"> <li>■ Critical Thinking/Problem Solving</li> <li>■ Quantitative / Symbolic Reasoning</li> <li>■ Research / Information Literacy</li> <li>■ Scientific Inquiry (Nature of Science)</li> <li>■ Aesthetic Awareness</li> </ul>	<p>The ability to communicate effectively using written, oral, visual, and/or electronic means, as appropriate to a given situation. Specific topics that fit within this area include:</p> <ul style="list-style-type: none"> <li>■ Reading</li> <li>■ Writing</li> <li>■ Listening and speaking</li> <li>■ Visual</li> <li>■ Computer literacy</li> </ul>	<p>The ability to identify and explore connections, themes, and patterns in the social and natural world, and to see commonalities within dissimilar circumstances. Specific topics that fit within this area include:</p> <ul style="list-style-type: none"> <li>■ Self-Assessment/life goals</li> <li>■ Group processes</li> <li>■ Ethics</li> <li>■ Global Citizenship</li> <li>■ Historical and Intellectual Perspectives</li> <li>■ Cultural Diversity</li> <li>■ Science and the Natural World</li> <li>■ Technology and Society</li> </ul>

The specific general education requirements listed above are accurate as of the publication date for this Catalog. Please visit [www.bellevuecollege.edu/programs/degrees/gened/](http://www.bellevuecollege.edu/programs/degrees/gened/) to obtain the most current information about General Education, including General Education competency requirements for specific degrees at Bellevue College.



# 2014-15 Bachelor's Degrees



## Opportunity Awaits Our Bachelor's Degree Graduates

Grow professionally, financially and pursue your educational goals in programs designed to accommodate both individuals new to higher education and working professionals.

### A Convenient Solution

Whether you want to complete your bachelor's degree close to home, or are juggling work and family obligations and could benefit from a hybrid or online program, our degree programs are designed so you can advance your education and your career.

### Bachelor's Degrees Options

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The information on this page applies to all the bachelor's degrees listed in this catalog on the following pages.

### GRADUATION APPLICATION

Students must apply for graduation. Submit your graduation application form two quarters prior to the expected graduation date and pay the application fee.

### GRADUATION DEADLINES

Expected Graduation:	Application Due:
Fall Quarter	June 1
Winter Quarter	October 10
Spring Quarter	December 10
Summer Quarter	March 15

### NON-TRADITIONAL CREDITS

BC awards non-traditional credit for prior learning. Credit may be awarded for work completed in private study, at non-accredited institutions, or for certificate/training. Credit is awarded through examination, evaluation of certification/training, or submission of portfolio or other form of assessment. To apply for the credits, students must be registered at the college for the quarter in which non-traditional credits are requested and have completed ten quarter credit hours at the college. For more information, go to [www.bellevuecollege.edu/enrollment/academic/nontraditional/](http://www.bellevuecollege.edu/enrollment/academic/nontraditional/).

### TRANSFER CREDITS

The transferability of certificates or courses from other institutions is not guaranteed and must meet the applicable transfer guidelines of Bellevue College. Transferability will be evaluated on a case-by-case basis.

- For credits from other institutions, meet with a faculty advisor or curriculum advisor for an initial unofficial transcript review.
- For an official review, submit a Petition for Exception to Degree or Certificate Requirements and an official transcript(s) in the prior institution(s) sealed envelope to the Program Chair.

Petition: [www.bellevuecollege.edu/services/](http://www.bellevuecollege.edu/services/)

Program chairs: [www.bellevuecollege.edu/classes/all/](http://www.bellevuecollege.edu/classes/all/)

### STAYING ON TRACK

Use Degree Audit to track your progress toward completion of this degree at [www.bellevuecollege.edu/degreeaudit/](http://www.bellevuecollege.edu/degreeaudit/). Please refer to [www.bellevuecollege.edu/programs/degrees/](http://www.bellevuecollege.edu/programs/degrees/) for latest degree updates and further information.

### PREREQUISITES

- Courses may be subject to prerequisites and minimum grade requirements. Check online at [www.bellevuecollege.edu/classes/all/](http://www.bellevuecollege.edu/classes/all/).
- Successful planning for all degrees is best done with an advisor or the program director.

### For most up-to-date information

[www.bellevuecollege.edu/programs/degrees/bachelor/](http://www.bellevuecollege.edu/programs/degrees/bachelor/)





## Interior Design

### Interior Design

#### BACHELOR OF APPLIED ARTS DEGREE

The Bachelor of Applied Arts in Interior Design (BAA) offers a broadly-based and professionally-relevant curriculum that embraces the responsibility of preparing and inspiring the designers of the future. The BAA program provides a learning environment based on a foundation of holistic, creative problem-solving, and is accredited as a professional level degree by the Council for Interior Design Accreditation (CIDA). The BAA curriculum is an upper-division course of study for students who have completed a regionally accredited Associate of Arts degree or higher (or equivalent), in one of the following degree categories: Interior Design, Interior Architecture, Architecture or Industrial Design. The degree offers a combination of core courses, general education and electives that help students achieve their particular career goals.

#### LEARNING OUTCOMES

Students graduating from the BAA should have the skills and abilities to be employed by companies specializing in interior design services, including interior design and architectural firms who practice in commercial, institutional or residential interiors and space planning, provide furniture-related design and/or specifications, offer specialized consulting services, or participate in green-building and sustainable design projects.

#### Program graduates should be able to:

- Apply interior design principles and practices.
- Recognize the implications of globalization on design practices and demonstrate an understanding of how social, political and physical influences shape the design of built environments.
- Utilize the principles of lighting, acoustics, thermal comfort and indoor air quality to enhance the health, safety, welfare, and performance of building occupants.
- Select and specify furniture, fixtures, equipment and finish materials on the basis of their properties and performance criteria, including environmental attributes, maintenance, installation, and life cycle cost.
- Apply ethical and accepted standards of practice for project management, project communication, and project delivery.
- Demonstrate leadership by engaging in multi-disciplinary teams representing a variety of points of view and perspectives collaborations, consensus building, and team-oriented activities.
- Demonstrate understanding of laws, codes, standards, and guidelines that impact the design of interior spaces and protect the health, welfare and safety of the public, including fire and life safety, accessibility guidelines, and industry-specific regulations in the design of interior spaces.
- Appraise the job market, create a search strategy and professional portfolio; leverage internship experience for career success; earn experience necessary to qualify for NCIDQ certification.

#### PROGRAM ELIGIBILITY

To qualify for admission to BC's BAA Interior Design program, eligible applicants must have:

- Completed a regionally accredited Associate of Arts degree or higher (or equivalent), in one of the following degree categories: Interior Design, Interior Architecture, Architecture, or Industrial Design.
- Official transcripts from an accredited college or university, and
- A cumulative grade point average of 2.0 or better.

#### DEGREE REQUIREMENTS

A complete description of the required curriculum is shown in the table. In addition to eligibility requirements, students must achieve the following:

- Complete a total of at least 191 applicable college-level quarter credits (including the 90 credits required for admission to the degree program).
- Maintain a minimum GPA of 2.0 in the general program and concentration requirements.
- Earn a cumulative GPA of 2.0 for all coursework applied to the degree, including credits transferred from other colleges.

- Complete at least 45 quarter credits for the degree in residence at BC, of which 30 credits must be upper division.

#### APPLICATION PROCESS

To be considered for the bachelor of applied arts program prospective students must submit the following:

- Completed Bellevue College bachelor application form.
- Nonrefundable application fee of \$125.
- Official transcripts from a regionally accredited college.
- Digital portfolio containing examples of your work.

For more information on the specific application requirements and instructions, please see the program website at [www.bellevuecollege.edu/interiordesign/](http://www.bellevuecollege.edu/interiordesign/). You can also visit the BC Student Service Center or Interior Design Program office (Rm. L115C) or contact the program manager at (425) 564-2624, [indes.advisor@bellevuecollege.edu](mailto:indes.advisor@bellevuecollege.edu) for more information.

#### TUITION

The Bachelor of Applied Arts in Interior Design is a self-support program and therefore does not necessarily follow the upper division tuition schedule published in the college catalog and quarterly schedule. Tuition includes applicable college and course fees, plus current per credit rates published online at [www.bellevuecollege.edu/enrollment/tuition/](http://www.bellevuecollege.edu/enrollment/tuition/). These courses are not eligible for tuition waivers.

#### PROGRAM CONTACT INFORMATION

For more information on the specific application requirements and instructions, please see the program website at [www.bellevuecollege.edu/interiordesign/](http://www.bellevuecollege.edu/interiordesign/), or visit the BC Student Service Center or the Interior Design program office (Rm L115C) or by calling (425) 564-2624.

Course	Course Title	CR
<b>PROFICIENCY REQUIREMENT</b>		
An interior design-related associate degree, or the equivalent, that includes the following:		<b>90</b>
<ul style="list-style-type: none"> <li>■ Art History (5 Cr)</li> <li>■ English Composition (5 Cr)</li> <li>■ Quantitative and Symbolic Reasoning (5 Cr)</li> <li>■ Science (5 Cr)</li> <li>■ Social Science (5 Cr)</li> </ul>		
<b>CORE COURSEWORK</b>		
<b>INDES 340</b>	Interior Design Theory	<b>3</b>
<b>INDES 350</b>	History of Interiors & Furniture	<b>5</b>
<b>INDES 351</b>	Modern Interiors & Furniture	<b>5</b>
<b>INDES 352</b>	Design & Fabrication	<b>3</b>
<b>INDES 390</b>	Interior Building Systems	<b>5</b>
<b>INDES 391</b>	Lighting for Interiors	<b>5</b>
<b>INDES 440</b>	Design Research	<b>2</b>
<b>INDES 471</b>	Capstone Design Studio I	<b>5</b>
<b>INDES 472</b>	Capstone Design Studio II	<b>5</b>
<b>INDES 480</b>	Professional Practices & Principles	<b>5</b>
<b>INDES 485</b>	Practicum in Interior Design (150 hours)	<b>3</b>
Choose 15 credits from the following (these courses may be repeated up to 15 credits):		<b>15</b>
<b>INDES 370</b>	Design Studio Residential (5 Cr)	
<b>INDES 371</b>	Design Studio Commercial (5 Cr)	
<b>INDES 372</b>	Design Studio Experimental (5 Cr)	
<b>Note:</b> Students must earn a C or better in Interior Design core courses listed above listed above. (10 quarters). Take courses in only one option, not both.		

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# Interior Design

Course	Course Title	CR
ELECTIVE REQUIREMENTS		
Any combination of courses from the following disciplines:		15*
<ul style="list-style-type: none"><li>■ INDES studio or special topics</li><li>■ ART studio</li><li>■ DRMA 210, 212, 215</li><li>■ Digital Media Arts</li></ul>		
*The exact number of elective credits to achieve 191 credit hours required for graduation will be determined during the admission process based on the student's prior academic record. Students completing Bellevue College's 95-credit AA in Interior Studies will need 8 credits to satisfy the elective requirement.		
GENERAL EDUCATION REQUIREMENTS		
Admitted BAA students with a regionally accredited Bachelor's degree will automatically have all of their GE requirements met (including CMST 350 and the lab science requirement). Transcripts will be formally reviewed to determine / verify previous degree(s) earned. General education requirements are listed below.		
ART 203	History of Western Art	5
If you have taken ART 203 or an equivalent modern art history course as part of an associate's or other transfer degree, you must substitute another art history course. For instance: ART 201, 202, or 205.		
Choose 5 credits from the following:		5
ENGL 201	The Research Paper (5 Cr)	
ENGL& 235	Technical Writing (5 Cr)	
ENGL 271	Expository Writing I (5 Cr)	
ENGL 272	Expository Writing II (5 Cr)	
LABORATORY SCIENCE		
Choose 5 credits from the AAS-DTA lab science course list.		5
Recommended: ENV5 207 or ENV5 250		
HUMANITIES DISTRIBUTION		
CMST 350	Professional Communication for the Designer	5
SOCIAL SCIENCE DISTRIBUTION		
Choose 5 credits from the AAS-DTA Social Science distribution course list.		5
Recommended:		
■ ANTH& 206		
■ BUS& 101		
■ CMST& 230		
■ ECON& 201		
■ INTST 150		
■ PSYC 203		
■ SOC 210		
GRAND TOTAL		191

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/bachelor/baa/](http://www.bellevuecollege.edu/programs/degrees/bachelor/baa/)



## Data Analytics

### Data Analytics

#### BACHELOR OF APPLIED SCIENCE DEGREE

Bellevue College has carefully designed the overall curriculum scope, as well as individual courses, to help students gain the knowledge, skills and abilities they need to be successful data analysts. Successful graduates of the program will meet all course and program learning outcomes.

#### LEARNING OUTCOMES

Degree recipients should be able to:

- Use technical tools and statistical knowledge to answer questions using data;
- Plan and organize multiple projects to meet deadlines;
- Apply data analytics within business contexts, in accordance with best practices, laws and regulations, and ethics.
- Communicate effectively in multiple contexts and a variety of formats.

#### ENTRY REQUIREMENTS

- Individuals must have an associate degree in business (management, marketing, sustainable, etc.) or accounting, or information technology (software development, database or business intelligence)
- Cumulative GPA of 2.0 in all college courses
- At least 30 credits of general education requirements must have been completed as part of the associate's degree (see prerequisites)
- Level one Excel proficiency
- Familiarity with databases

#### DEGREE REQUIREMENTS

Completion of all required courses as shown in the worksheet for each corresponding concentration. In addition to eligibility requirements, students must also achieve the following:

- Complete 90 quarter credits in the general program and concentration requirements, with a grade of C or better
- A minimum cumulative GPA of 2.0 for all coursework taken at BC and the courses applied to the degree, including credits transferred from other colleges.
- At least 45 quarter credits for the degree must be completed in residence at BC, of which 30 credits must be upper division.
- Courses may be subject to minimum grade requirements and prerequisites. Check online at [www.bellevuecollege.edu/classes/all/](http://www.bellevuecollege.edu/classes/all/).

#### APPLICATION PROCESS

To be considered for the bachelor of applied science in Data Analytics, prospective students must submit the following:

- Completed bachelor of applied science application form.
- Nonrefundable application fee of \$75
- Official transcripts from regionally accredited college(s), demonstrating completion of an appropriate associates degree or equivalent credits, and the prerequisite courses, with a GPA of 2.0 or higher

#### TUITION

The Bachelor of Applied Science in Data Analytics is a self-support program and therefore does not necessarily follow the upper division tuition schedule published in the college catalog and quarterly schedule. Tuition includes applicable college and course fees, plus current per credit rates published online at [www.bellevuecollege.edu/enrollment/tuition/](http://www.bellevuecollege.edu/enrollment/tuition/).

These courses are not eligible for tuition waivers.

Course	Course Title	CR
<b>PREREQUISITES</b>		
Associate degree in business, accounting, or information technology to include the following general education requirements:		<b>90</b>
<b>ENGL&amp; 101</b>	English Composition	<b>5</b>
<b>MATH 130/ MATH&amp; 146</b>	Introduction to Statistics or equivalent	<b>5</b>
Humanities course from the AAS-DTA list		<b>5</b>
Social Science course from the AAS-DTA list		<b>5</b>
Natural Science (physical) course from the AAS-DTA list		<b>5</b>
Natural Science (life) course from the AAS-DTA list		<b>5</b>
<b>GENERAL EDUCATION REQUIREMENTS</b>		
Met in Baccalaureate		<b>35-45</b>
<b>CMST 340</b>	Applied Organizational Communication	<b>5</b>
<b>ECON 4XX</b>	Econometrics	<b>5</b>
<b>ENGL&amp; 235</b>	Technical Writing	<b>5</b>
<b>INTST 150</b> <b>BUS&amp; 101</b> <b>BUSIT 103</b>	International Business – <b>OR</b> – Introduction to Business – <b>OR</b> – SQL Fundamentals	<b>5</b>
<b>MATH 341</b>	Applied Statistical Methods I	<b>5</b>
<b>MATH 342</b>	Applied Statistical Methods II	<b>5</b>
<b>PHIL 375</b>	Ethics in Information Technology	<b>5</b>
Humanities or Social Science if needed		<b>5-10</b>
<b>CORE PROGRAM REQUIREMENTS</b>		
<b>BA 240</b>	Statistical Analysis	<b>5</b>
<b>DA 310</b>	Introduction to Analytics	<b>5</b>
<b>DA 320</b>	Data Acquisition and Management	<b>5</b>
<b>DA 410</b>	Multivariate Analytics	<b>5</b>
<b>DA 420</b>	Predictive Analytics	<b>5</b>
<b>DA 430</b>	Marketing Analytics	<b>5</b>
<b>DA 4XX</b>	Elective	<b>5</b>
<b>DA 485</b>	Capstone Project	<b>5</b>
<b>ISIT 330</b>	Business Intelligence Applications	<b>5</b>
<b>ISIT 334</b>	Data Visualization	<b>5</b>
<b>ISIT 434</b>	Web Analytics	<b>5</b>
<b>CORE TOTAL</b>		<b>55</b>
<b>COURSEWORK TOTAL</b>		<b>90-100</b>
<b>GRAND TOTAL</b>		<b>180</b>

For most up-to-date information: [www.bellevuecollege.edu/ibit/degrees/bachelor/data-analytics/](http://www.bellevuecollege.edu/ibit/degrees/bachelor/data-analytics/)

## Healthcare Technology & Management

### Healthcare Information Technology Concentration

#### BACHELOR OF APPLIED SCIENCE DEGREE

The bachelor of applied science in Healthcare Technology and Management with a concentration in Healthcare Information Technology (BAS) is a career-oriented bachelor degree program designed to prepare individuals to successfully compete for jobs that require knowledge of the healthcare system, information technology knowledge and skills, and supervisory or management skills.

The degree program is designed for individuals with IT and/or healthcare preparation and experience. The first 90 credits of the degree are fulfilled by entrance prerequisites. The second half of the degree program offers a professionally relevant curriculum that helps students achieve their goals.

#### LEARNING OUTCOMES

Degree recipients should possess the skills and abilities described below:

- Apply knowledge of current and emerging data standards and principles of interoperability.
- Apply project management processes and tools in the context of complex IT projects and teams, and in the midst of changing and conflicting demands.
- Comply with all healthcare laws and regulations relating to information security, privacy and protected health information, and meet institutional accreditation and certification requirements.
- Contribute to systems integration and perform information technology systems customization to meet the needs of the healthcare organization.
- Contribute to process improvement through the redesign of healthcare workflow and information management practices to better leverage the capabilities of new information technology systems.
- Gather, identify and document requirements for technology solutions, working closely with clinical and non-clinical stakeholders and considering privacy, regulatory, efficiency and security issues.
- Manage, analyze and present healthcare data for effective decision-making in support of a wide array of healthcare practices such as meaningful use initiatives, patient safety studies, and revenue cycle management.
- Serve as liaison between technical and clinical functions to support users, including training and documenting the use of new technologies.

#### DEGREE REQUIREMENTS

A complete description of the required curriculum is shown on the following page. In addition to eligibility requirements, students must also achieve the following:

- Completion of 93-95 quarter credits in the general program and concentration requirements, with a grade of "C", or better.
- A minimum cumulative GPA of 2.0 for all coursework taken at BC and the courses applied to the degree, including credits transferred from other colleges.
- At least 45 quarter credits for the degree must be completed in residence at BC, of which 30 credits must be upper division.

#### PROGRAM ELIGIBILITY

Individuals must have an associate's degree in an information technology related – or healthcare related – field, or equivalent credits, to be eligible for the BAS degree. In addition, applicants must have completed the following courses or their equivalents with a grade of 2.0 or higher from a regionally accredited college.

- English Composition I
- Technical or Research Writing
- College-Level Math: Statistics
- Natural Science: two courses must include at least one lab course and at least one life sciences course
- Communication (may fulfill humanities or social science requirement: check with an advisor)
- Humanities
- Social Science

#### APPLICATION PROCESS

To be considered for the bachelor of applied science in Healthcare Technology and Management with a concentration in Health IT, prospective students must submit the following:

- Completed bachelor of applied science application form.
- Nonrefundable application fee of \$125
- Official transcripts from regionally accredited college(s), demonstrating completion of an appropriate associate's degree or equivalent credits, and the prerequisite courses, with a GPA of 2.0 or higher

#### TUITION

The Bachelor of Applied Science in Healthcare Technology and Management with a concentration in Health IT is a self-support program and therefore does not necessarily follow the upper division tuition schedule published in the college catalog and quarterly schedule. Tuition includes applicable college and course fees, plus current per credit rates published online at [www.bellevuecollege.edu/enrollment/tuition/](http://www.bellevuecollege.edu/enrollment/tuition/). These courses are not eligible for tuition waivers.

Course	Course Title	CR
PREREQUISITE REQUIREMENTS		
Associate degree, or equivalent credits, in IT-related or healthcare-related field		55
Science: Must include one lab course and at least one life sciences course		10
English Composition I		5
College Level Math: Statistics		5
Technical Writing/Research Writing		5
Social Science		5
Humanities (either Humanities or Social Science course must be a communication course)		5
CORE COURSE – ALL STUDENTS		
ECON 315	Economics of Healthcare	5
HCTM 310	Essentials of Healthcare Informatics	5
HCTM 320	Health IT Data Standards	5
HCTM 375	HIT Project Management	5
HCTM 410	HIT Systems Analysis and Process Optimization	5
HCTM 420	HIT Systems Integration and Interoperability	5
HCTM 430	HIT Systems Implementation	5
HCTM 440	HIT Systems Operation and Administration	5
HCTM 450	Healthcare Analytics and Quality	5
HCTM 460	Leading Change in Healthcare Informatics	5
HCTM 475	HIT Field Studies	5
HCTM 485	HIT Capstone	5
PHIL 365	Biomedical Ethics: Theory & Practice	5
Choose 15 credits from the following		15
HCTM 380	Healthcare Code Sets and Clinical Terminologies (5 Cr) Data Warehousing in Healthcare (5 Cr) Healthcare Data Analytics Application (5 Cr) Special Topics (5 Cr)	
HCTM 455		
HCTM 470		
HCTM 494/5/6/7		
CORE TOTAL		80
PATHWAY FOR STUDENTS WITH HEALTHCARE BACKGROUND		
IT 103	Networking Basics	5
BTS 168	Business Data Management Tools	5
BUSIT 103	SQL Fundamentals	5
PATHWAY TOTAL		15

*Continued on next page...*



## Healthcare Technology & Management

Course	Course Title	CR
<b>PATHWAY FOR STUDENTS WITH IT BACKGROUND</b>		
IT grads must have 5 credits each in networking, programming and database, equivalent to above courses		
<b>HCTM 301</b>	US Healthcare Policies and Delivery Systems	<b>5</b>
<b>HCTM 302</b>	Healthcare Safety, Quality and Legal Environment	<b>5</b>
<b>HCTM 380</b>	Healthcare Code Sets and Clinical Terminologies	<b>5</b>
<b>PATHWAY TOTAL</b>		<b>15</b>
<b>HEALTHCARE IT BAS TOTAL</b>		<b>95</b>
<b>GRAND TOTAL</b>		<b>185</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/bachelor/hctm/technology/](http://www.bellevuecollege.edu/programs/degrees/bachelor/hctm/technology/)

### Healthcare Data Analytics

#### CERTIFICATE OF ACCOMPLISHMENT

The Healthcare Data Analytics certificate is an advanced certificate option designed to introduce students to the rapidly emerging field of healthcare data analytics. Courses in this certificate will focus on tools, practices and issues surrounding the use of data analytics in support of key decisions in healthcare organizations. Topics include: clinical, operational and financial analytics in various healthcare settings; and trends and regulations that shape the role and practices of healthcare analytics. This certificate will be well-suited for Healthcare and/or HIT professionals who will be involved in analyzing, interpreting and/or reporting clinical, financial, operational and/or regulatory data.

#### PREREQUISITES

- Associate degree in an IT-related or healthcare-related field, with a minimum of 20 credits of Health IT specific coursework and passing score on CAHIMS certification exam or completion of CAHIMS coursework, OR either 2 years of health IT or 1 year of healthcare plus one year of HIT work experience.
- Database course or experience (BTS 168 – Business Data Management Tools or equivalent)
- Spreadsheet course or experience (BTS 165 – Business Spreadsheet Analysis and Design or equivalent)
- Statistics course or experience (BA 240 - Statistical Analysis OR MATH 130 - Intro to Statistics or equivalents)

Course	Course Title	CR
<b>HCTM 320</b>	Health IT Data Standards	<b>5</b>
<b>HCTM 375</b>	HIT Project Management	<b>5</b>
<b>HCTM 450</b>	Healthcare Analytics and Quality	<b>5</b>
<b>HCTM 455</b>	Data Warehousing in Healthcare	<b>5</b>
<b>HCTM 470</b>	Healthcare Data Analytics Applications	<b>5</b>
<b>PHIL 365</b>	Biomedical Ethics: Theory and Practice	<b>5</b>
<b>TOTAL</b>		<b>30</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/hctm/#dataanalytics](http://www.bellevuecollege.edu/programs/degrees/proftech/hctm/#dataanalytics)

### Healthcare IT

#### CERTIFICATE OF ACHIEVEMENT

The certificate in Healthcare IT prepares students who already have significant experience in either an IT-related field, or a health profession, to transition into

the Healthcare IT workforce as effective members of teams that manage and perform the customization, implementation, integration and maintenance of healthcare information systems, data and components. The certificate in Healthcare IT is for those who already possess a bachelor's degree. It provides the same technical preparation as the Healthcare IT BAS degree concentration but does not require the same general education courses required for the degree.

#### LEARNING OUTCOMES

Upon completion, certificate recipients should possess the following skills and abilities:

- Apply knowledge of current and emerging data standards and principles of interoperability
- Comply with all healthcare laws and regulations relation to information security, privacy and protected health information, and meet institutional accreditation and certification requirements.
- Contribute to systems integration and perform information technology systems customization to meet the needs of the healthcare organization.
- Contribute to process improvement through the redesign of healthcare workflow and information management practices to better leverage the capabilities of new information technology systems.
- Gather, identify and document requirements for technology solutions, working closely with clinical and non-clinical stakeholders.
- Serve as liaison between technical and clinical functions to support users, including training and documenting the use of new technologies.

Course	Course Title	CR
<b>HCTM 302</b>	Healthcare Safety, Quality and Legal Environment	<b>5</b>
<b>HCTM 310</b>	Essentials of Healthcare Informatics	<b>5</b>
<b>HCTM 320</b>	Health IT Data Standards	<b>5</b>
<b>HCTM 410</b>	HIT Systems Analysis and Process Optimization	<b>5</b>
<b>HCTM 420</b>	HIT Systems Integration and Interoperability	<b>5</b>
<b>HCTM 430</b>	HIT Systems Implementation	<b>5</b>
<b>HCTM 440</b>	HIT Systems Operation and Administration	<b>5</b>
<b>HCTM 460</b>	Leading Change in Healthcare Informatics	<b>5</b>
<b>HCTM 485</b>	Healthcare IT Capstone	<b>5</b>
<b>TOTAL</b>		<b>45</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/hctm/#healthcareit](http://www.bellevuecollege.edu/programs/degrees/proftech/hctm/#healthcareit)

### CAHIMS Preparation

#### CERTIFICATE OF COMPLETION

The CAHIMS preparation certificate is designed to prepare those who already possess an associate's degree or equivalent experience in IT or in healthcare and are looking to transition into career pathways in health IT. This certificate focuses on the roles and responsibilities of entry-level health IT specialists in each phase of the health information management systems lifecycle. The courses in this certificate are aligned to the new CAHIMS (Certified Associate in Healthcare Information and Management Systems) credential administered by HIMSS (Health Information Management Systems Society) which means that certificate recipients would be well-suited to sit for the CAHIMS credential. Note: Participation in this program does not in any way guarantee that students will pass the credentialing exam.

#### LEARNING OUTCOMES

Upon completion, certificate recipients should possess the following skills and abilities:

- Describe and compare basic characteristics, interrelationships, and services of different types of healthcare organizations

## Healthcare Technology & Management

- Discuss the impact of commonly accepted laws, regulations, accreditation, and other state and local rules that govern the healthcare industry, with an emphasis on privacy and security
- Identify significant business trends affecting the healthcare field and discuss their potential impact on providers and customers
- Describe best practices to support ethical behaviors, communication, leadership and professionalism in healthcare organizations
- Describe the role and characteristics of various IT applications and systems commonly used in healthcare
- Discuss significant technology trends affecting the health IT field
- Describe organizational policies and procedures to ensure confidentiality, integrity, and availability of data
- Explain the key steps, strategies and roles that support health information management systems analysis and design
- Explain the key steps, strategies and roles that support health information management systems selection and acquisition
- Explain the key steps, strategies and roles that support health information management systems implementation and management
- Explain the key steps, strategies and roles that support health information management systems testing and evaluation
- Discuss the role of health IT specialists in each phase of the health information management systems lifecycle

Course	Course Title	CR
<b>HCTM 145</b>	Healthcare Environment and Professional Skills	<b>5</b>
<b>HCTM 150</b>	Healthcare Technology Environment and Security	<b>5</b>
<b>HCTM 175</b>	HIT Systems Life Cycle Management	<b>5</b>
<b>TOTAL</b>		<b>15</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/hctm/#cahims](http://www.bellevuecollege.edu/programs/degrees/proftech/hctm/#cahims)

### Healthcare Management Concentration

#### BACHELOR OF APPLIED SCIENCE DEGREE

The bachelor of applied science in Healthcare Technology and Management with a concentration in Healthcare Management (BAS) is a career-oriented bachelor degree program developed specifically to meet the career advancement needs of individuals with business and/or healthcare preparation and experience. It is designed to prepare individuals to successfully compete for jobs that require knowledge of the healthcare system and supervisory or management skills.

The degree program is designed for individuals with business and/or healthcare preparation and experience. The first 90 credits of the degree are fulfilled by entrance prerequisites. The second half of the degree program offers a professionally relevant curriculum that helps students achieve their goals.

#### LEARNING OUTCOMES

Degree recipients should possess the skills and abilities described below:

- Apply administrative and business skills to solve problems, evaluate outcomes, and assess quality and performance in healthcare settings
- Demonstrate an understanding of leadership, ethical and multicultural issues as they pertain to healthcare
- Apply effective communication and management practices in healthcare settings
- Apply economic and financial management principles to healthcare organizations
- Demonstrate an understanding of the impact of information technology systems and applications on healthcare organizations and workflow processes
- Demonstrate a thorough understanding of safety, quality and regulatory issues and processes in a wide range of healthcare settings

#### PROGRAM ELIGIBILITY

Individuals must have an associate's degree in a business related – or healthcare related – field, or equivalent credits, to be eligible for the BAS degree.

In addition, applicants must have completed the following courses or their equivalents with a grade of 2.0 or higher from a regionally accredited college.

- English Composition I
- Technical or Research Writing
- College-Level Math: Statistics
- Natural Science: two courses must include at least one lab course and at least one life sciences course
- Communication (may fulfill humanities or social science requirement: check with an advisor)
- Humanities
- Social Science

#### DEGREE REQUIREMENTS

A complete description of the required curriculum is shown on the following page. In addition to eligibility requirements, students must also achieve the following:

- Completion of 93-95 quarter credits in the general program and concentration requirements, with a grade of "C", or better.
- A minimum cumulative GPA of 2.0 for all coursework taken at BC and the courses applied to the degree, including credits transferred from other colleges.
- At least 45 quarter credits for the degree must be completed in residence at BC, of which 30 credits must be upper division.

#### APPLICATION PROCESS

To be considered for the bachelor of applied science in Healthcare Technology and Management with a concentration in Healthcare Management, prospective students must submit the following:

- Completed bachelor of applied science application form.
- Nonrefundable application fee of \$125
- Official transcripts from regionally accredited college(s), demonstrating completion of an appropriate associate's degree or equivalent credits, and the prerequisite courses, with a GPA of 2.0 or higher
- Two letters of recommendation

#### TUITION

The Bachelor of Applied Science in Healthcare Technology and Management with a concentration in Healthcare Management is a self-support program and therefore does not necessarily follow the upper division tuition schedule published in the college catalog and quarterly schedule. Tuition includes applicable college and course fees, plus current per credit rates published online at [www.bellevuecollege.edu/enrollment/tuition/](http://www.bellevuecollege.edu/enrollment/tuition/).

These courses are not eligible for tuition waivers.

Course	Course Title	CR
<b>PREREQUISITE REQUIREMENTS</b>		
	Associate degree, or equivalent credits, in business-related or healthcare-related field	<b>55</b>
	Science: Must include one lab course and at least one life sciences course	<b>10</b>
	English Composition I	<b>5</b>
	College Level Math: Statistics	<b>5</b>
	Technical Writing/Research Writing	<b>5</b>
	Social Science	<b>5</b>
	Humanities (either Humanities or Social Science course must be a communication course)	<b>5</b>

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## Healthcare Technology & Management

Course	Course Title	CR
<b>CORE COURSE – ALL STUDENTS</b>		
<b>BUS 370</b>	Intermediate Project Management	<b>5</b>
<b>CMST 330</b>	Intercultural Communication for the Professional Practitioner	<b>5</b>
<b>ECON 315</b>	Economics of Healthcare	<b>5</b>
<b>HCTM 301</b>	US Healthcare Policies and Delivery Systems	<b>5</b>
<b>HCTM 310</b>	Essentials of Healthcare Informatics	<b>5</b>
<b>HCTM 380</b>	Healthcare Code Sets and Clinical Terminologies	<b>5</b>
<b>RAIM 320</b>	Finance and Accounting for Healthcare Managers	<b>5</b>
<b>RAIM 325</b>	Organizational Theory and Behavior in Healthcare	<b>5</b>
<b>RAIM 340</b>	Human Resources Management in Health Professions	<b>5</b>
<b>RAIM 350</b>	Legal and Regulatory Aspects of Healthcare	<b>5</b>
<b>RAIM 401</b>	Marketing in Healthcare Environment	<b>5</b>
<b>RAIM 411</b>	Institutional Quality Management and Accreditation	<b>5</b>
<b>RAIM 440</b>	New Business Planning in Healthcare	<b>5</b>
<b>RAIM 460</b>	Management and Leadership in Healthcare	<b>5</b>
<b>RAIM 475</b>	Capstone Project	<b>5</b>
<b>PHIL 365</b>	Biomedical Ethics: Theory & Practice	<b>5</b>
<i>Choose 5-7 credits from the following:</i>		<b>5</b>
<b>HCTM 410</b> <b>HCTM 494/495/496/497</b> <b>RAIM 399</b> <b>RAIT 490</b>	Systems Analysis and Process Optimization Healthcare Information Technology Special Topics (5 Cr) Radiation & Imaging Sciences Independent Study (1-5 Cr) Information and Imaging Management (3 Cr)	
<b>CORE TOTAL</b>		<b>85-87</b>
<b>PATHWAY FOR STUDENTS WITH HEALTHCARE BACKGROUND</b>		
<b>BUS&amp; 101</b>	Introduction to Business	<b>5</b>
<b>PATHWAY TOTAL</b>		<b>5</b>
<b>PATHWAY FOR STUDENTS WITH BUSINESS BACKGROUND</b>		
<b>HPRO 120</b>	Medical Terminology	<b>3</b>
<b>PATHWAY TOTAL</b>		<b>3</b>
<b>HEALTHCARE MANAGEMENT BAS TOTAL</b>		<b>90</b>
<b>GRAND TOTAL</b>		<b>180</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/bachelor/hctm/management/](http://www.bellevuecollege.edu/programs/degrees/bachelor/hctm/management/)

# Information Systems & Technology

## Information Systems & Technology

### BACHELOR OF APPLIED SCIENCE DEGREE

The BAS in Information Systems and Technology (IST) will provide students with a broad base of theoretical and technical knowledge, as well as specialized knowledge in one of four concentration areas: application development, business intelligence, systems administration and information security. Individual concentration descriptions can be found online at [www.bellevuecollege.edu/ibit/degrees/bachelor/ist](http://www.bellevuecollege.edu/ibit/degrees/bachelor/ist).

#### LEARNING OUTCOMES

Program graduates should be able to:

- Apply core competencies learned in the graduate's chosen concentration to function as a successful professional in the field of Information Systems and Technology
- Apply a broad understanding of information systems and technology, creative problem-solving techniques and systems thinking to developing organizational solutions
- Work effectively in multi-disciplinary teams to apply information technology in support of organizational goals
- Identify and analyze user needs and take them into account in the selection, creation, evaluation, implementation and administration of information technology systems
- Work efficiently and effectively applying sound project management techniques and professional communication skills
- Analyze the local and global impact of information technology on individuals, organizations, and society
- Apply best practices and standards, conform to legal and regulatory standards, and apply appropriate ethical considerations including respect for privacy and intellectual property
- Engage in continuing professional development through lifelong learning
- Analyze and apply sustainable business practices
- Demonstrate the breadth and depth of the educational preparation through the completion of a capstone project

#### PROGRAM ELIGIBILITY

Individuals must have a technical associate's degree in an information technology related field from a regionally accredited institution.

In addition, applicants must have completed college courses with a grade of 2.0 or higher, with a minimum grade of 2.0 in all courses required for associate's degree in IT.

At least 30 credits of general education requirements must have been completed as part of the associate's degree.

#### DEGREE REQUIREMENTS

Completion of all required courses as shown in the worksheet for each corresponding concentration. In addition to eligibility requirements, students must also achieve the following:

- Complete 90 quarter credits in the general program and concentration requirements, with a grade of "C" or better
- A minimum cumulative GPA of 2.0 for all coursework taken at BC and the courses applied to the degree, including credits transferred from other colleges.
- At least 45 quarter credits for the degree must be completed in residence at BC, of which 30 credits must be upper division.
- Courses may be subject to minimum grade requirements and prerequisites. Check online at [www.bellevuecollege.edu/classes/all/](http://www.bellevuecollege.edu/classes/all/).

#### APPLICATION PROCESS

To be considered for the bachelor of applied science in Information Systems and Technology, prospective students must submit the following:

- Completed bachelor of applied science application form.
- Nonrefundable application fee of \$75

- Official transcripts from regionally accredited college(s), demonstrating completion of an appropriate associate's degree or equivalent credits, and the prerequisite courses, with a GPA of 2.0 or higher

#### TUITION

The Bachelor of Applied Science in Information Systems and Technology is a self-support program and therefore does not necessarily follow the upper division tuition schedule published in the college catalog and quarterly schedule. Tuition includes applicable college and course fees, plus current per credit rates published online at [www.bellevuecollege.edu/enrollment/tuition/](http://www.bellevuecollege.edu/enrollment/tuition/).

These courses are not eligible for tuition waivers.

Course	Course Title	CR
<b>PREREQUISITE REQUIREMENTS - ALL STUDENTS</b>		
Associate degree in IT-related field or equivalent credits		<b>90</b>
Must have at least 30 credits of general education courses from the following list of General Education requirements:		
<ul style="list-style-type: none"> <li>■ English Composition (5 Cr)</li> <li>■ English Composition II (5 Cr) or Technical Writing (5 Cr)</li> <li>■ College level math (5 Cr)</li> <li>■ Social Science course from AAS-DTA transfer list (5 Cr) (Students selecting the Application Development or BI concentration do not need a social science prerequisite)</li> <li>■ Humanities course from AAS-DTA transfer list (5 Cr)</li> <li>■ Natural Science (5-6 Cr)</li> </ul>		
<b>CORE PROGRAM REQUIREMENTS - ALL STUDENTS</b>		
<b>BUS 370</b>	Intermediate Project Management	<b>5</b>
<b>BUS 355</b>	Business of Information Technology	<b>5</b>
<b>CMST 330</b>	Intercultural Communication for the Professional	<b>5</b>
<b>ISIT 105</b>	Problem Solving for the IT Professional	<b>5</b>
<b>ISIT 490</b>	Capstone I	<b>5</b>
<b>ISIT 491</b>	Capstone II	<b>5</b>
<b>PHIL&amp; 115</b>	Critical Thinking	<b>5</b>
<b>PHIL 375</b>	Ethical Issues in Information Technology	<b>5</b>
<b>SOC 275</b>	Technology in Everyday Life	<b>5</b>
Any college life science course		<b>5</b>
<b>CORE TOTAL</b>		<b>50</b>
<b>TECHNICAL PREREQUISITES FOR APPLICATION DEVELOPMENT CONCENTRATION</b>		
<b>DBA 130*</b>	Database Theory (5 Cr)	
<b>PROG 140*</b>	SQL & Relational Database Programming (5 Cr)	
<b>PROG 160*</b>	Systems Analysis and Design (5 Cr)	
<b>PROG 260*</b>	Advanced Topics in Object Oriented Programming (5 Cr)	
<b>MATH 130/BA 240**</b>	Introduction to Statistics/Statistical Analysis (5 Cr)	
Technology or math credits must not be more than 5 years old. *Additional courses needed as prerequisites. **Determined by placement or transfer.		
<b>APPLICATION DEVELOPMENT CONCENTRATION REQUIREMENTS</b>		
<b>BUS&amp; 101</b>	Introduction to Business	<b>5</b>
<b>ISIT 320</b>	Advanced Web Development	<b>5</b>
<b>ISIT 322</b>	Developing Mobile Applications	<b>5</b>
<b>ISIT 324</b>	Principles of Software Testing	<b>5</b>
<b>ISIT 328</b>	Information Security Essentials	<b>5</b>

Continued on next page...



## Information Systems & Technology

Course	Course Title	CR
ISIT 420	Advanced Data Access Techniques	5
ISIT 422	Application Architecture	5
IT 101	Introduction to Information Technology	5
CONCENTRATION TOTAL		40
TECHNICAL PREREQUISITES FOR BUSINESS INTELLIGENCE CONCENTRATION		
DBA 130* PROG 109 PROG 110 PROG 117 PROG 140* – OR – PROG 111 PROG 113 MATH 130/ BA 240** SQL Self-Test	Database Theory (5 Cr) Introduction to Web Development (5 Cr) Introduction to Programming (5 Cr) Web Development II (5 Cr) SQL & Relational Database Programming (5 Cr)  Introduction to C++ Programming (5 Cr) Intermediate C++ Programming (5 Cr) Introduction to Statistics/Statistical Analysis (5 Cr)	
Technology or math credits must not be more than 5 years old. *Additional courses needed as prerequisites. **Determined by placement or transfer.		
BUSINESS INTELLIGENCE CONCENTRATION REQUIREMENTS		
BUS& 101	Introduction to Business	5
ISIT 328	Information Security Essentials	5
ISIT 330	Business Intelligence Applications	5
ISIT 332	Data Warehousing	5
ISIT 334	Data Visualization	5
IT 101	Introduction to Information Technology	5
Choose 10 credits from the following:		10
ISIT 336 ISIT 337 ISIT 338 ISIT 432 ISIT 434 ISIT 436	Dimensional Modeling (5 Cr) Predictive Analytics (5 Cr) Data Analysis Techniques (5 Cr) Data Repositories for Analytics (5 Cr) Web Analytics (5 Cr) Performance Management (5 Cr)	
CONCENTRATION TOTAL		40
TECHNICAL PREREQUISITES FOR SYSTEM ADMINISTRATION CONCENTRATION		
BUS& 101 IT 101 MATH 138 NSCOM 201 NSCOM 202 NSCOM 203 NSCOM 204 NSCOM 220 NSCOM 221 NSCOM 223 NSCOM 227 TECH 215 TECH 217	Introduction to Business (5 Cr) Introduction to Information Technology (5 Cr) College Algebra for Business & Social Science (5 Cr) CISCO Networking I (5 Cr) CISCO Networking II (5 Cr) CISCO Networking III (5 Cr) CISCO Networking IV (5 Cr) Implementing Client Operating Systems (5 Cr) Implementing Server Operating Systems (5 Cr) Managing a Network Environment (5 Cr) Implementing Directory Services(5 Cr) PC Analysis & Configuration I (5 Cr) PC Analysis & Configuration II (5 Cr)	
Technology or math credits must not be more than 5 years old. *Additional courses needed as prerequisites. **Determined by placement or transfer.		

Course	Course Title	CR
SYSTEM ADMINISTRATION CONCENTRATION REQUIREMENTS		
BUSIT 103	SQL Fundamentals	5
ISIT 305	Network Security and Firewalls	5
ISIT 342	VoIP and Wireless	5
ISIT 344	Virtualization and Storage	5
ISIT 440	Administering a Linux Server	5
ISIT 442	Managing Messaging Services	5
ISIT 444	Automation/Configuration and Management	5
PROG 160	Systems Analysis & Design	5
CONCENTRATION TOTAL		40
TECHNICAL PREREQUISITES FOR INFORMATION SECURITY CONCENTRATION		
BUS& 101	Introduction to Business (5 Cr)	
IT 101	Introduction to Information Technology (5 Cr)	
MATH 138	College Algebra for Business & Social Science (5 Cr)	
NSCOM 201	CISCO Networking I (5 Cr)	
NSCOM 202	CISCO Networking II (5 Cr)	
NSCOM 203	CISCO Networking III (5 Cr)	
NSCOM 204	CISCO Networking IV (5 Cr)	
NSCOM 220	Implementing Client Operating Systems (5 Cr)	
NSCOM 221	Implementing Server Operating Systems (5 Cr)	
NSCOM 223	Managing a Network Environment (5 Cr)	
NSCOM 227	Implementing Directory Services(5 Cr)	
TECH 215	PC Analysis & Configuration I (5 Cr)	
TECH 217	PC Analysis & Configuration II (5 Cr)	
Technology or math credits must not be more than 5 years old. *Additional courses needed as prerequisites. **Determined by placement or transfer.		
INFORMATION SECURITY CONCENTRATION REQUIREMENTS		
BUSIT 103	SQL Fundamentals	5
ISIT 305	Network Security and Firewalls	5
ISIT 342	VoIP and Wireless	5
ISIT 350	Digital Information Analysis and Recovery	5
ISIT 450	Network Vulnerabilities and Countermeasures	5
ISIT 452	Network Security Monitoring	5
ISIT 454	System Hardening	5
PROG 160	Systems Analysis and Design	5
CONCENTRATION TOTAL		40
GRAND TOTAL		180

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/bachelor/ist/](http://www.bellevuecollege.edu/programs/degrees/bachelor/ist/)

## Radiation & Imaging Sciences

### Management Concentration

#### BACHELOR OF APPLIED SCIENCE DEGREE

The Bachelor of Applied Science in Radiation and Imaging Sciences (BAS) is a career-oriented bachelor degree program designed to prepare radiation and imaging professionals to successfully compete for jobs that require highly developed technical skills, advanced certifications or supervisory and management skills.

#### LEARNING OUTCOMES

Degree recipients should possess the following skills and abilities:

- Apply core competencies learned in the graduate's chosen concentration to function as a successful professional in the field of radiation and imaging sciences
- Complete a capstone project that demonstrates the breadth and depth of the educational preparation
- Demonstrate an understanding of leadership, ethical and economic issues as they pertain to the graduate's professional field
- Pass national certification examinations in their chosen required or elective courses
- Demonstrate a commitment to continued competency through life-long learning

#### PROGRAM ELIGIBILITY

National certification in radiologic technology, radiation therapy, nuclear medicine technology, or diagnostic medical sonography.

Demonstrated completion from a regionally accredited college of the following courses, or their equivalent, with a grade point average of 2.5 or better:

- Intermediate algebra (or assessment into a higher level course)
- 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

#### DEGREE REQUIREMENTS

In addition to eligibility requirements, students must achieve the following:

- Completion of 90 quarter credits in the general program and concentration requirements, with a grade of "C", or better.
- A minimum cumulative GPA of 2.0 for all coursework taken at BC and the courses applies to the degree, including credits transferred from other colleges.
- At least 45 quarter credits for the degree must be completed in residence at BC, of which 30 credits must be upper division.

#### APPLICATION PROCESS

To be considered for the bachelor of applied science program prospective students must submit the following:

- Completed bachelor of applied science application form and notice of right to file a discrimination complaint.
- 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 from someone who personally knows your work, such as your current or past manager, discussing your contributions to your work place and how he or she believes you will benefit from completion of the BAS program. For Medical Dosimetry at least one letter must be from an oncologist, medical physicist, dosimetrist, chief therapist, or program director of a radiation therapy program. For Radiologist Assistant at least one letter must be from a radiologist.
- Personal statement of no more than 500 words discussing your understanding of the role in your chosen field and how that fits in with your personal

or professional goals. You may also discuss your work experience; your advanced certifications; specific or unique attributes that you will bring to the program; challenges or hardships you have overcome in pursuing your educational or work goals; or other special considerations that would make you a good candidate for the program.

Applications and instructions are available on the website at [www.bellevuecollege.edu/imaging/](http://www.bellevuecollege.edu/imaging/).

Course	Course Title	CR
<b>PROFICIENCY REQUIREMENT</b>		
<b>MATH 099</b>	Intermediate Algebra	<b>N/A</b>
Proficient use of Microsoft Word, Excel, and PowerPoint		
<b>PREREQUISITE REQUIREMENTS</b>		
National Certification in Radiologic Technology, Diagnostic Ultrasound, Radiation Therapy or Nuclear Medicine		<b>N/A</b>
An Associate Degree in Radiologic Technology, Diagnostic Ultrasound, Radiation Therapy or Nuclear Medicine		<b>65</b>
<b>BIOL&amp; 241</b>	Human Anatomy and Physiology I	<b>5</b>
<b>BIOL&amp; 242</b>	Human Anatomy and Physiology II	<b>5</b>
<b>ENGL&amp; 101</b>	English Composition I	<b>5</b>
<b>Humanities</b>	From AAS-DTA transfer list	<b>5</b>
<b>Social Science</b>	From AAS-DTA transfer list	<b>5</b>
<b>GENERAL PROGRAM AND CONCENTRATION REQUIREMENTS</b>		
<b>BUS&amp; 101</b>	Introduction to Business	<b>5</b>
<b>CMST 330</b>	Intercultural Communication for the Professional Practitioner	<b>5</b>
<b>ECON 315</b>	Economics of Healthcare	<b>5</b>
<b>MATH 130</b>	Introduction to Statistics	<b>5</b>
<b>PHIL 365</b>	Biomedical Ethics: Theory and Practice	<b>5</b>
<b>RAIM 301</b>	Essentials of Imaging and Therapy	<b>5</b>
<b>RAIM 320</b>	Finance and Accounting for Healthcare	<b>5</b>
<b>RAIM 325</b>	Organizational Theory and Behavior	<b>5</b>
<b>RAIM 340</b>	Human Resources Management in Healthcare	<b>5</b>
<b>RAIM 350</b>	Legal and Regulatory Aspects of Healthcare	<b>5</b>
<b>RAIM 401</b>	Marketing in the Healthcare Environment	<b>5</b>
<b>RAIM 411</b>	Institutional Quality Management and Accreditation	<b>5</b>
<b>RAIM 440</b>	New Business Planning for Healthcare	<b>5</b>
<b>RAIM 460</b>	Management and Leadership	<b>5</b>
<b>RAIM 475</b>	Capstone Project	<b>5</b>
<b>RAIT 490</b>	Information & Image Management	<b>3</b>
Choose 5 credits from the following:		<b>5</b>
<b>ENGL 201</b>	The Research Paper (5 Cr)	
<b>ENGL&amp; 235</b>	Technical Writing (5 Cr)	

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## Radiation & Imaging Sciences

Course	Course Title	CR
Choose 7 credits from the following:		7
BUS 370	Intermediate Project Management (5 Cr)	
RAIT 301	Sectional Anatomy (3 Cr)	
RAIT 302	Body Pathophysiology (3 Cr)	
RAIT 303	Neuropathophysiology (3 Cr)	
RAIT 310	CT Instrumentation & Procedures (3 Cr)	
RAIT 311	Clinical Practicum – CT (12 Cr)	
RAIT 312/ BIOL 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	Vascular Interventional Clinical (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 329	Clinical Practicum – Mammography (4 Cr)	
RAIT 330	Breast Ultrasound for Sonographers (3 Cr)	
RAIT 331	Clinical Practicum in Breast Ultrasound (12 Cr)	
RAIT 340	Fetal Echocardiography for Sonographers (3 Cr)	
RAIT 341	Clinical Practicum for Fetal Echocardiography (12 Cr)	
RAIT 344	Sonographer Vascular Technology (3 Cr)	
RAIT 345	Clinical Practicum – Vascular Sonography (12 Cr)	
RAIT 350	Nuclear Cardiology (5 Cr)	
RAIT 359	Basics of Positron Emission Tomography (3 Cr)	
RAIT 360	Advanced Positron Emission Tomography (3 Cr)	
RAIT 361	Clinical Practicum – Positron Emission Tomography (12 Cr)	
RAIT 401	Advanced Sectional Anatomy (2 Cr)	
RAIT 410	Advanced CT Procedures (3 Cr)	
RAIT 415	Advanced MRI Procedures (3 Cr)	
<b>GRAND TOTAL</b>		<b>180</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/bachelor/bas/raim/](http://www.bellevuecollege.edu/programs/degrees/bachelor/bas/raim/)

### Medical Dosimetry Concentration

#### BACHELOR OF APPLIED SCIENCE DEGREE

The BAS concentration in Medical Dosimetry is designed for radiation therapists who want to specialize in the planning of optimal radiation treatment techniques and dose calculations in collaboration with the medical physicist and radiation oncologist.

#### LEARNING OUTCOMES

Degree recipients should possess the following skills and abilities:

- Demonstrate a clear understanding of medical dosimetry in its support of radiation oncology
- Design treatment plans for three-dimension conformal radiotherapy
- Design treatment plans for intensity modulated radiation therapy
- Design treatment plans for brachytherapy treatments
- Perform hand calculations to verify plan accuracy
- Effectively communicate with an interdisciplinary radiation oncology team
- Demonstrate an understanding of leadership, ethical and economic issues as they pertain to medical dosimetry

#### PROGRAM ELIGIBILITY

- National certification in ARRT (RTT)

Demonstrated completion from a regionally accredited college of the following courses, or their equivalent, with a grade point average of 2.5 or better:

- Precalculus (or assessment into a higher level course)
- 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

#### DEGREE REQUIREMENTS

A complete description of the required curriculum for each concentration is shown on the next page. In addition to eligibility requirements, students must achieve the following:

- Completion of 103 quarter credits in the general program and concentration requirements, with a grade of "C", or better.
- A minimum cumulative GPA of 2.0 for all coursework taken at BC and the courses applies to the degree, including credits transferred from other colleges.
- At least 45 quarter credits for the degree must be completed in residence at BC, of which 30 credits must be upper division.

#### APPLICATION PROCESS

To be considered for the bachelor of applied science program prospective students must submit the following:

- Completed bachelor of applied science application form and notice of right to file a discrimination complaint.
- Nonrefundable application fee of \$125.
- Official transcripts from a regionally accredited college.
- Proof of national certification in radiation therapy ARRT (RRT).
- Two letters of recommendation from someone who personally knows your work, such as your current or past manager, discussing your contributions to your work place and how he or she believes you will benefit from completion of the BAS program. For Medical Dosimetry at least one letter must be from an oncologist, medical physicist, dosimetrist, chief therapist, or program director of a radiation therapy program.
- Personal statement of no more than 500 words discussing your understanding of the role in your chosen field and how that fits in with your personal or professional goals. You may also discuss your work experience; your advanced certifications; specific or unique attributes that you will bring to the program; challenges or hardships you have overcome in pursuing your educational or work goals; or other special considerations that would make you a good candidate for the program.

Applications and instructions are available on the website at [www.bellevuecollege.edu/imaging/](http://www.bellevuecollege.edu/imaging/).

Course	Course Title	CR
<b>PREREQUISITE REQUIREMENTS</b>		
ARRT Certification		N/A
An Associate Degree in Radiation Therapy		65
BIOL& 241	Human Anatomy and Physiology I	5
BIOL& 242	Human Anatomy and Physiology II	5
ENGL& 101	English Composition I	5
MATH& 141	Precalculus I	5
RADON 127	Sectional Anatomy	2
Humanities	From AAS-DTA transfer list	5
Social Science	From AAS-DTA transfer list	5

Continued on next page...

## Radiation & Imaging Sciences

Course	Course Title	CR
<b>MEDICAL DOSIMETRY REQUIREMENTS</b>		
<b>CMST 330</b>	Intercultural Communication for the Professional Practitioner	<b>5</b>
<b>ENGL 201</b>	The Research Paper	<b>5</b>
<b>DOSM 301</b>	Current Topics in Medical Dosimetry	<b>3</b>
<b>DOSM 315</b>	Physics for Medical Dosimetry I	<b>5</b>
<b>DOSM 321</b>	Radiation Treatment Planning I	<b>5</b>
<b>DOSM 322</b>	Radiation Treatment Planning II	<b>5</b>
<b>DOSM 331</b>	Dosimetry of Particle Beam Therapy	<b>3</b>
<b>DOSM 400</b>	Treatment Planning System Lab	<b>2</b>
<b>DOSM 401</b>	Clinical Education I	<b>8</b>
<b>DOSM 402</b>	Clinical Education II	<b>8</b>
<b>DOSM 403</b>	Clinical Education III	<b>8</b>
<b>DOSM 404</b>	Clinical Education IV	<b>8</b>
<b>DOSM 405</b>	Clinical Education V	<b>8</b>
<b>DOSM 406</b>	Clinical Education VI	<b>5</b>
<b>DOSM 442</b>	Brachytherapy for Medical Dosimetrists	<b>4</b>
<b>DOSM 443</b>	Quality Assurance for Medical Dosimetry	<b>3</b>
<b>DOSM 475</b>	Concept Integration Case Studies	<b>3</b>
<b>PHIL 365</b>	Biomedical Ethics: Theory and Practice	<b>5</b>
<b>RAIM</b>	BAS Approved Elective	<b>5</b>
<b>RAIT 312/BIOL 312</b>	Biology of Cancer	<b>5</b>
<b>GRAND TOTAL</b>		<b>200</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/bachelor/bas/dosm/](http://www.bellevuecollege.edu/programs/degrees/bachelor/bas/dosm/)

### Medical Dosimetry

#### CERTIFICATE OF ACHIEVEMENT

Course	Course Title	CR
<b>PREREQUISITE REQUIREMENTS</b>		
National Certification in Radiation Therapy		N/A
<b>MATH&amp; 141</b>	Precalculus I	
<b>RADON 127</b>	Sectional Anatomy	
<b>MEDICAL DOSIMETRY REQUIREMENTS</b>		
<b>DOSM 301</b>	Current Topics in Medical Dosimetry	<b>3</b>
<b>DOSM 315</b>	Physics for Medical Dosimetry I	<b>5</b>
<b>DOSM 321</b>	Radiation Treatment Planning I	<b>5</b>
<b>DOSM 322</b>	Radiation Treatment Planning II	<b>5</b>
<b>DOSM 331</b>	Dosimetry of Electron Beam Therapy	<b>3</b>
<b>DOSM 400</b>	Treatment Planning System Lab	<b>2</b>
<b>DOSM 401</b>	Clinical Education I	<b>8</b>
<b>DOSM 402</b>	Clinical Education II	<b>8</b>
<b>DOSM 403</b>	Clinical Education III	<b>8</b>
<b>DOSM 404</b>	Clinical Education IV	<b>8</b>
<b>DOSM 405</b>	Clinical Education V	<b>8</b>

Course	Course Title	CR
<b>DOSM 406</b>	Clinical Education VI	<b>5</b>
<b>DOSM 442</b>	Brachytherapy for Medical Dosimetrists	<b>4</b>
<b>DOSM 443</b>	Quality Assurance for Medical Dosimetry	<b>3</b>
<b>DOSM 475</b>	Concept Integration Case Studies	<b>3</b>
<b>RAIT 312/BIOL 312</b>	Biology of Cancer	<b>5</b>
<b>GRAND TOTAL</b>		<b>83</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/imaging/#dosimetry](http://www.bellevuecollege.edu/programs/degrees/proftech/imaging/#dosimetry)

### Nuclear Medicine Concentration

#### BACHELOR OF APPLIED SCIENCE DEGREE

The BAS concentration in nuclear medicine is designed for individuals who have completed nuclear medicine technology educational programs and want to advance their knowledge and skills within this specialty. In conjunction with the combination of nuclear medicine imaging with other imaging modalities, the concentration includes learning and practice in computed tomography and magnetic resonance imaging.

#### LEARNING OUTCOMES

Degree recipients should possess the skills and abilities described below:

- Perform PET, CT and PET/CT examinations, analyze the results, and provide appropriate patient care relevant to each modality
- Demonstrate a level of knowledge in nuclear cardiology, positron emission tomography, computed tomography, and magnetic resonance imaging that is commensurate with certification exams in these fields
- Discuss concepts of and provide input into the management of radiology image/information processing systems, quality assurance programs, and departmental accreditation efforts
- Apply concepts of management, communications, and teamwork to the operation of a nuclear medicine department, and develop strategies to improve departmental function
- Analyze aspects of health care as currently practiced in the United States, from the standpoint of economic challenges, cultural differences, and ethical dilemmas
- Communicate with culturally dissimilar persons in a professional environment
- Given a variety of scenarios, integrate all aspects of nuclear medicine into holistic solutions or responses

#### PROGRAM ELIGIBILITY

- National certification in nuclear medicine technology.

Demonstrated completion from a regionally accredited college of the following courses, or their equivalent, with a grade point average of 2.5 or better:

- Intermediate algebra (or assessment into a higher level course)
- 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

#### DEGREE REQUIREMENTS

In addition to eligibility requirements, students must achieve the following:

- Completion of 90 quarter credits in the general program and concentration requirements, with a grade of "C", or better.

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## Radiation & Imaging Sciences

- A minimum cumulative GPA of 2.0 for all coursework taken at BC and the courses applies to the degree, including credits transferred from other colleges.
- At least 45 quarter credits for the degree must be completed in residence at BC, of which 30 credits must be upper division.

### APPLICATION PROCESS

To be considered for the bachelor of applied science program prospective students must submit the following:

- Completed bachelor of applied science application form and notice of right to file a discrimination complaint.
- 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 from someone who personally knows your work, such as your current or past manager, discussing your contributions to your work place and how he or she believes you will benefit from completion of the BAS program.
- Personal statement of no more than 500 words discussing your understanding of the role in your chosen field and how that fits in with your personal or professional goals. You may also discuss your work experience; your advanced certifications; specific or unique attributes that you will bring to the program; challenges or hardships you have overcome in pursuing your educational or work goals; or other special considerations that would make you a good candidate for the program.

Applications and instructions are available on the website at [www.bellevuecollege.edu/imaging/](http://www.bellevuecollege.edu/imaging/).

Course	Course Title	CR
<b>ENTRY REQUIREMENT</b>		
<b>MATH 099</b>	Intermediate Algebra	<b>N/A</b>
Prior business experience or coursework. Skills in creating spreadsheets and using spreadsheet programs.		
<b>PREREQUISITE REQUIREMENTS</b>		
National Certification in Nuclear Medicine Technology – <b>OR</b> –		<b>N/A</b>
An Associate Degree in Nuclear Medicine Technology		<b>65</b>
<b>BIOL&amp; 241</b>	Human Anatomy and Physiology I	<b>5</b>
<b>BIOL&amp; 242</b>	Human Anatomy and Physiology II	<b>5</b>
<b>ENGL&amp; 101</b>	English Composition I	<b>5</b>
<b>Humanities</b>	From AAS-DTA transfer list	<b>5</b>
<b>Social Science</b>	From AAS-DTA transfer list	<b>5</b>
<b>GENERAL PROGRAM AND CONCENTRATION REQUIREMENTS</b>		
<b>CMST 330</b>	Intercultural Communication for the Professional Practitioner	<b>5</b>
<b>ECON 315</b>	Economics of Healthcare	<b>5</b>
<b>MATH 130</b>	Introduction to Statistics	<b>5</b>
<b>PHIL 365</b>	Biomedical Ethics: Theory and Practice	<b>5</b>
Choose 5 credits from the following:		<b>5</b>
<b>ENGL 201</b>	The Research Paper (5 Cr)	
<b>ENGL&amp; 235</b>	Technical Writing (5 Cr)	
<b>NUCLEAR MEDICINE CONCENTRATION REQUIREMENTS</b>		
<b>RAIM 411</b>	Institutional Quality Management & Accreditation	<b>5</b>
<b>RAIM 460</b>	Management & Leadership in Healthcare	<b>5</b>
<b>RAIT 301</b>	Sectional Anatomy	<b>3</b>
<b>RAIT 310</b>	Computed Tomography Instrumentation & Procedures	<b>3</b>

Course	Course Title	CR
<b>RAIT 311</b>	Clinical Practicum in Computed Tomography	<b>12</b>
<b>RAIT 315</b>	Magnetic Resonance Instrumentation & Procedures	<b>3</b>
<b>RAIT 350</b>	Nuclear Cardiology	<b>5</b>
<b>RAIT 360</b>	Advanced Positron Emission Tomography	<b>3</b>
<b>RAIT 361</b>	Clinical Practicum Positron Emission Tomography	<b>12</b>
<b>RAIT 455</b>	Nuclear Medicine Concept Integration	<b>2</b>
<b>RAIT 490</b>	Information & Imaging Management	<b>3</b>

### ELECTIVES

Choose at least 9 credits from the following:

<b>RAIT 302</b>	Body Pathophysiology (3 Cr)
<b>RAIT 303</b>	Neuropathophysiology (3 Cr)
<b>RAIT 312</b>	Biology of Cancer (5 Cr)
<b>RAIT 316</b>	Clinical Practicum In Magnetic Resonance Imaging (12 Cr)
<b>RAIT 401</b>	Advanced Sectional Anatomy (2 Cr)
<b>RAIT 410</b>	Advanced Computed Tomography Procedures (3 Cr)
<b>RAIM 320</b>	Finance & Accounting for Healthcare Managers (5 Cr)
<b>RAIM 325</b>	Organizational Theory & Behavior in Healthcare (5 Cr)
<b>RAIM 340</b>	Human Resources Management in Healthcare (5 Cr)
<b>RAIM 350</b>	Legal & Regulatory Aspects of Healthcare (5 Cr)
<b>RAIM 401</b>	Marketing in Healthcare Environment (5 Cr)
<b>RAIM 440</b>	New Business Planning in Healthcare (5 Cr)

Note: Prior upper-division college courses may be substituted for the electives on approval of the program director.

<b>GRAND TOTAL</b>	<b>180</b>
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For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/bachelor/bas/nucmed/](http://www.bellevuecollege.edu/programs/degrees/bachelor/bas/nucmed/)

## Positron Emission Tomography

### CERTIFICATE OF ACCOMPLISHMENT

The certificate in Positron Emission Tomography (PET) is designed for persons with certification or registration as radiologic or radiation therapy technologists, who wish to take the certification exam in positron emission tomography (PET). It may also be appropriate for some nuclear medicine technologists. The didactic courses are designed to prepare the student to sit for the Advanced Certification exam administered by the Nuclear Medicine Technology Certification Board. The clinical practicum provides the student with the opportunity to earn some of the 700 hours of clinical PET experience required prior to applying to take the exam. Enrollment in the clinical practicum is not guaranteed and dependent upon grades, site availability, and approval. A selective-application process is utilized to align eligible students with the appropriate clinical site.

### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Discuss the composition, operation, and evaluation of a PET tomograph.
- Describe the standardized uptake value, its uses in clinical PET, and factors affecting it.
- Discuss mechanisms and issues related to the production of PET radionuclides and radiopharmaceuticals.
- Outline important concepts of nuclear medicine physics and their application to radiation protection in PET
- Identify patient preparation and imaging protocols for oncologic, cardiac, and neurologic applications of PET, including the use of interventional pharmaceuticals.
- Evaluate PET and PET/CT images with regard to clinical needs, image quality, and artifacts.

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## Radiation & Imaging Sciences

- Discuss reimbursement issues related to PET.
- Analyze case studies and emergency situations in the context of PET.
- Discuss the benefits generated by combining PET tomographs with computed tomography or magnetic resonance imaging.

Course	Course Title	CR
<b>RAIT 301</b>	Sectional Anatomy	<b>3</b>
<b>RAIT 358</b>	Principles of Nuclear Medicine Physics	<b>3</b>
<b>RAIT 359</b>	Basics of Positron Emission Tomography	<b>3</b>
<b>RAIT 360</b>	Advanced Positron Emission Tomography	<b>3</b>
<b>RAIT 361</b>	Clinical Practicum in Positron Emission Tomography	<b>12</b>
<b>TOTAL</b>		<b>24</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/imaging/#positron](http://www.bellevuecollege.edu/programs/degrees/proftech/imaging/#positron)

### Radiologist Assistant Concentration

#### BACHELOR OF APPLIED SCIENCE DEGREE

#### DESCRIPTION

The Bachelor of Applied Science in Radiation and Imaging Sciences (BAS) is a career-oriented bachelor degree program designed to prepare radiation and imaging professionals to successfully compete for jobs that require highly developed technical skills, advanced certifications or supervisory and management skills.

The degree completion program is designed for certified professionals in radiologic technology, diagnostic ultrasound, radiation therapy, or nuclear medicine. The first 90 credits of the degree are fulfilled by entrance prerequisites. The second half of the degree offers a professionally relevant curriculum that helps students achieve their career goals.

Radiation and Imaging Radiologist Assistant (RADA) - for registered radiographers (ARRT certified) who want to become certified to perform radiographic patient assessment and complex or invasive imaging procedures in an advanced-practice role under the supervision of a radiologist.

#### LEARNING OUTCOMES

Graduates should be able to:

- Apply core competencies learned in the graduate's chosen concentration to function as a successful professional in the field of radiation and imaging sciences.
- Demonstrate the breadth and depth of the educational preparation through the completion of a capstone project.
- Demonstrate an understanding of leadership, ethical and economic issues as they pertain to the graduate's professional field.
- Have the necessary preparation to pass national certification examinations in their chosen required or elective courses.
- Demonstrate a commitment to continued competency through lifelong learning.

#### PROGRAM ELIGIBILITY

- National certification in radiologic technology.
- Demonstrated completion from a regionally accredited college of the following courses, or their equivalent, with a grade point average of 2.5 or better:
- Intermediate algebra (or assessment into a higher level course)
  - 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

The radiologist assistant program requires two years of practice as a certified (ARRT) radiographer.

#### DEGREE REQUIREMENTS

A complete description of the required curriculum for each concentration is shown on the next page. In addition to eligibility requirements, students must achieve the following:

- Completion of 90 quarter credits in the general program and concentration requirements, with a grade of "C", or better.
- A minimum cumulative GPA of 2.0 for all coursework taken at BC and the courses applies to the degree, including credits transferred from other colleges.
- At least 45 quarter credits for the degree must be completed in residence at BC, of which 30 credits must be upper division.

#### APPLICATION PROCESS

To be considered for the bachelor of applied science program prospective students must submit the following:

- Completed bachelor of applied science application form and notice of right to file a discrimination complaint.
- 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 from someone who personally knows your work, such as your current or past manager, discussing your contributions to your work place and how he or she believes you will benefit from completion of the BAS program. For Medical Dosimetry at least one letter must be from an oncologist, medical physicist, dosimetrist, chief therapist, or program director of a radiation therapy program. For Radiologist Assistant at least one letter must be from a radiologist.
- Personal statement of no more than 500 words discussing your understanding of the role in your chosen field and how that fits in with your personal or professional goals. You may also discuss your work experience; your advanced certifications; specific or unique attributes that you will bring to the program; challenges or hardships you have overcome in pursuing your educational or work goals; or other special considerations that would make you a good candidate for the program.

Applications and instructions are available on the website at [www.bellevuecollege.edu/imaging/](http://www.bellevuecollege.edu/imaging/), at the BC Student Service Center, or from the Radiation and Imaging Science department office in room A251 or by calling (425) 564-2316.

Course	Course Title	CR
<b>PROFICIENCY REQUIREMENT</b>		
<b>MATH 099</b>	Intermediate Algebra	<b>N/A</b>
<b>PREREQUISITE REQUIREMENTS</b>		
National Certification in Radiologic Technology		<b>N/A</b>
An Associate Degree in Radiologic Technology		<b>65</b>
<b>BIOL&amp; 241</b>	Human Anatomy and Physiology I	<b>5</b>
<b>BIOL&amp; 242</b>	Human Anatomy and Physiology II	<b>5</b>
<b>ENGL&amp; 101</b>	English Composition I	<b>5</b>
<b>Humanities</b>	From AAS-DTA transfer list	<b>5</b>
<b>Social Science</b>	From AAS-DTA transfer list	<b>5</b>
<b>GENERAL PROGRAM AND CONCENTRATION REQUIREMENTS</b>		
<b>CMST 330</b>	Intercultural Communication for the Professional Practitioner	<b>5</b>
<b>ENGL 201</b>	The Research Paper	<b>5</b>
<b>MATH 130</b>	Introduction to Statistics	<b>5</b>
<b>PHIL 365</b>	Biomedical Ethics: Theory and Practice	<b>5</b>

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## Radiation & Imaging Sciences

Course	Course Title	CR
<b>RAIM 460</b>	Management and Leadership	<b>5</b>
<b>RAIT 301</b>	Sectional Anatomy	<b>3</b>
<b>RAIT 302</b>	Body Pathophysiology	<b>3</b>
<b>RAIT 303</b>	Neuropathophysiology	<b>3</b>
<b>RADIOLOGIST ASSISTANT REQUIREMENTS</b>		
<b>RADA 306</b>	Patient Care and Assessment I	<b>3</b>
<b>RADA 308</b>	Patient Care and Assessment II	<b>3</b>
<b>RADA 311</b>	Imaging Procedures I	<b>4</b>
<b>RADA 312</b>	Imaging Procedures II	<b>4</b>
<b>RADA 313</b>	Imaging Procedures III	<b>3</b>
<b>RADA 314</b>	Imaging Procedures IV	<b>3</b>
<b>RADA 321</b>	Radiologist Assistant Observation I	<b>1</b>
<b>RADA 322</b>	Radiologist Assistant Observation II	<b>1</b>
<b>RADA 323</b>	Radiologist Assistant Observation III	<b>1</b>
<b>RADA 324</b>	Radiologist Assistant Observation IV	<b>1</b>
<b>RADA 330</b>	Physics of Imaging	<b>2</b>
<b>RADA 335</b>	Radiation Biology and Safety	<b>2</b>
<b>RADA 375</b>	Pharmacology	<b>3</b>
<b>RADA 411</b>	Clinical Internship I	<b>10</b>
<b>RADA 412</b>	Clinical Internship II	<b>10</b>
<b>RADA 413</b>	Clinical Internship III	<b>10</b>
<b>RADA 414</b>	Clinical Internship IV	<b>11</b>
<b>RADA 421</b>	Case Study/Capstone I	<b>2</b>
<b>RADA 422</b>	Case Study/Capstone II	<b>2</b>
<b>RADA 423</b>	Case Study/Capstone III	<b>2</b>
<b>RADA 424</b>	Case Study/Capstone IV	<b>2</b>
<b>GRAND TOTAL</b>		<b>204</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/bachelor/bas/rada/](http://www.bellevuecollege.edu/programs/degrees/bachelor/bas/rada/)

### Radiologist Assistant CERTIFICATE OF ACHIEVEMENT

The certificate in Radiologist Assistant is for those seeking advance certification as a radiologist assistant. This option is for people who already hold a bachelor's degree and do not wish to complete a bachelor degree program.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Function as a radiologist assistant in a hospital or imaging center
- Have the required education to pass a national certification exam
- Demonstrate a commitment to continued competency through lifelong learning
- Demonstrate sensitivity to the physical, cultural, and emotional needs of patients through effective communication, competent patient assessment, continuous patient monitoring, and advanced patient care skills

Course	Course Title	CR
<b>ADMISSION PREREQUISITE REQUIREMENTS</b>		
Bachelor Degree		
National certification in radiologic technology		
<b>ENG&amp;101</b>	English Composition I	
<b>BIOL&amp; 241</b>	Human Anatomy and Physiology I	
<b>BIOL&amp; 242</b>	Human Anatomy and Physiology II	
<b>Humanities</b>	From AAS-T transfer list	
<b>Social Science</b>	From AAS-T transfer list	
<b>RADIOLOGIST ASSISTANT CERTIFICATE REQUIREMENTS</b>		
<b>RADA 306</b>	Patient Care and Assessment I	<b>3</b>
<b>RADA 308</b>	Patient Care and Assessment II	<b>3</b>
<b>RADA 311</b>	Imaging Procedures I	<b>4</b>
<b>RADA 312</b>	Imaging Procedures II	<b>4</b>
<b>RADA 313</b>	Imaging Procedures III	<b>3</b>
<b>RADA 314</b>	Imaging Procedures IV	<b>3</b>
<b>RADA 321</b>	Radiation Assistant Observation I	<b>1</b>
<b>RADA 322</b>	Radiation Assistant Observation II	<b>1</b>
<b>RADA 323</b>	Radiation Assistant Observation III	<b>1</b>
<b>RADA 324</b>	Radiation Assistant Observation IV	<b>1</b>
<b>RADA 330</b>	Physics of Imaging	<b>2</b>
<b>RADA 335</b>	Radiation Biology and Safety	<b>2</b>
<b>RADA 375</b>	Pharmacology	<b>3</b>
<b>RADA 411</b>	Clinical Internship I	<b>10</b>
<b>RADA 412</b>	Clinical Internship II	<b>10</b>
<b>RADA 413</b>	Clinical Internship III	<b>10</b>
<b>RADA 414</b>	Clinical Internship IV	<b>11</b>
<b>RADA 421</b>	Case Study/Capstone I	<b>2</b>
<b>RADA 422</b>	Case Study/Capstone II	<b>2</b>
<b>RADA 423</b>	Case Study/Capstone III	<b>2</b>
<b>RADA 424</b>	Case Study/Capstone IV	<b>2</b>
<b>RAIT 301</b>	Sectional Anatomy	<b>3</b>
<b>RAIT 302</b>	Body Pathophysiology	<b>3</b>
<b>RAIT 303</b>	Neuropathophysiology	<b>3</b>
<b>TOTAL</b>		<b>89</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/imaging/#assistant](http://www.bellevuecollege.edu/programs/degrees/proftech/imaging/#assistant)



## Radiation & Imaging Sciences

### Technology Concentration

#### BACHELOR OF APPLIED SCIENCE DEGREE

##### DESCRIPTION

The Bachelor of Applied Science in Radiation and Imaging Sciences (BAS) is a career-oriented bachelor degree program designed to prepare radiation and imaging professionals to successfully compete for jobs that require highly developed technical skills, advanced certifications or supervisory and management skills.

##### LEARNING OUTCOMES

Degree recipients should possess the following skills and abilities:

- Apply core competencies learned in the graduate's chosen concentration to function as a successful professional in the field of radiation and imaging sciences
- Complete a capstone project that demonstrates the breadth and depth of the educational preparation
- Demonstrate an understanding of leadership, ethical and economic issues as they pertain to the graduate's professional field
- Pass national certification examinations in their chosen required or elective courses
- Demonstrate a commitment to continued competency through life-long learning

##### PROGRAM ELIGIBILITY

- National certification in radiologic technology, radiation therapy, nuclear medicine technology, or diagnostic medical sonography.

Demonstrated completion from a regionally accredited college of the following courses, or their equivalent, with a grade point average of 2.5 or better:

- Intermediate algebra (or assessment into a higher level course)
- 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

##### DEGREE REQUIREMENTS

In addition to eligibility requirements, students must achieve the following:

- Completion of 90 quarter credits in the general program and concentration requirements, with a grade of "C", or better.
- A minimum cumulative GPA of 2.0 for all coursework taken at BC and the courses applies to the degree, including credits transferred from other colleges.
- At least 45 quarter credits for the degree must be completed in residence at BC, of which 30 credits must be upper division.

##### APPLICATION PROCESS

To be considered for the bachelor of applied science program prospective students must submit the following:

- Completed bachelor of applied science application form and notice of right to file a discrimination complaint.
- 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 from someone who personally knows your work, such as your current or past manager, discussing your contributions to your work place and how he or she believes you will benefit from completion of the BAS program.

- Personal statement of no more than 500 words discussing your understanding of the role in your chosen field and how that fits in with your personal or professional goals. You may also discuss your work experience; your advanced certifications; specific or unique attributes that you will bring to the program; challenges or hardships you have overcome in pursuing your educational or work goals; or other special considerations that would make you a good candidate for the program.

Applications and instructions are available on the website at [www.bellevuecollege.edu/imaging/](http://www.bellevuecollege.edu/imaging/).

Course	Course Title	CR
<b>PROFICIENCY REQUIREMENT</b>		
<b>MATH 099</b>	Intermediate Algebra	<b>N/A</b>
Proficient use of Microsoft Word, Excel, and PowerPoint		
<b>PREREQUISITE REQUIREMENTS</b>		
National Certification in radiologic technology, diagnostic ultrasound, radiation therapy or nuclear medicine		<b>N/A</b>
An associate degree in radiologic technology, diagnostic ultrasound, radiation therapy or nuclear medicine		<b>65</b>
<b>BIOL&amp; 241</b>	Human Anatomy and Physiology I	<b>5</b>
<b>BIOL&amp; 242</b>	Human Anatomy and Physiology II	<b>5</b>
<b>ENGL&amp; 101</b>	English Composition I	<b>5</b>
<b>Humanities</b>	From AAS-DTA transfer list	<b>5</b>
<b>Social Science</b>	From AAS-DTA transfer list	<b>5</b>
<b>GENERAL PROGRAM AND CONCENTRATION REQUIREMENTS</b>		
<b>BUS&amp; 101</b>	Introduction to Business	<b>5</b>
<b>CMST 330</b>	Intercultural Communication for the Professional Practitioner	<b>5</b>
<b>ECON 315</b>	Economics of Healthcare	<b>5</b>
<b>MATH 130</b>	Introduction to Statistics	<b>5</b>
<b>PHIL 365</b>	Biomedical Ethics: Theory and Practice	<b>5</b>
<b>RAIM 301</b>	Essentials of Imaging and Therapy	<b>5</b>
<b>RAIM 411</b>	Institutional Quality Management and Accreditation	<b>5</b>
<b>RAIM 460</b>	Management & Leadership in Healthcare	<b>5</b>
<b>RAIM 475</b>	Capstone Project	<b>5</b>
<b>RAIT 301</b>	Sectional Anatomy	<b>3</b>
<b>RAIT 302</b>	Body Pathophysiology	<b>3</b>
<b>RAIT 303</b>	Neuropathophysiology	<b>3</b>
<b>RAIT 490</b>	Information & Image Management	<b>3</b>
<i>Choose 5 credits from the following</i>		<b>5</b>
<b>ENGL 201</b>	The Research Paper (5 Cr)	
<b>ENGL&amp; 235</b>	Technical Writing (5 Cr)	

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## Radiation & Imaging Sciences

Course	Course Title	CR
Choose 28 credits from the following:		28
RAIM 320	Finance and Accounting for Healthcare (5 Cr)	
RAIM 325	Organizational Theory and Behavior (5 Cr)	
RAIM 340	Human Resources Mgmt in Healthcare (5 Cr)	
RAIM 350	Legal & Regulatory Aspects of Healthcare (5 Cr)	
RAIM 399	Radiation and Imaging Science Independent Study (1-5 Cr)	
RAIM 401	Marketing in the Healthcare Environment (5 Cr)	
RAIM 440	New Business Planning for Healthcare (5 Cr)	
RAIT 310	CT Instrumentation & Procedures (3 Cr)	
RAIT 311	Clinical Practicum – CT (12 Cr)	
RAIT 312/ BIOL 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 329	Clinical Practicum - Mammography (4 Cr)	
RAIT 330	Breast Ultrasound for Sonographers (3 Cr)	
RAIT 331	Clinical Practicum in Breast Ultrasound (12 Cr)	
RAIT 340	Fetal Echocardiography for Sonographers (3 Cr)	
RAIT 341	Clinical Practicum for Fetal Echocardiography (12 Cr)	
RAIT 344	Sonographer Vascular Technology (3 Cr)	
RAIT 345	Clinical Practicum for Vascular Sonography (12 Cr)	
RAIT 350	Nuclear Cardiology (5 Cr)	
RAIT 359	Basics of Positron Emission Tomography	
RAIT 360	Advanced Positron Emission Tomography (3 Cr)	
RAIT 361	Clinical Practicum – PET (12 Cr)	
RAIT 399	Independent Studies (1-5 Cr)	
RAIT 401	Advanced Sectional Anatomy (2 Cr)	
RAIT 410	Advanced CT Procedures (3 Cr)	
RAIT 415	Advanced MRI Procedures (3 Cr)	
<b>GRAND TOTAL</b>		<b>180</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/bachelor/bas/rait/](http://www.bellevuecollege.edu/programs/degrees/bachelor/bas/rait/)

### CT Imaging

#### CERTIFICATE OF ACCOMPLISHMENT

The certificate in Computed Tomography (CT) Imaging formally prepares the Imaging Technologist in Radiologic Technology, Nuclear Medicine, or Radiation Therapy to work in a CT Imaging lab. The didactic courses are designed to prepare the student to sit for the Advanced Certification exam administered by the American Registry of Radiologic Technologists. The clinical practicum provides the student with the opportunity develop required competencies. Enrollment in the clinical practicum is not guaranteed and dependent upon grades, site availability, and approval. A selective-application process for the clinical practicum is utilized to align eligible students with the appropriate clinical site.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Have completed required clinical competencies as identified by the American Registry of Radiologic Technologists
- Identify pertinent anatomy on images in all of the various planes
- Relate pertinent pathology to appropriate scan protocols
- Evaluate CT images as related to the exam requested and the pertinent clinical information

- Manipulate CT instrumentation to produce the desired image results.
- Adjust CT image protocols as necessary
- Demonstrate communication skills that create a positive clinical environment for the patient
- Demonstrate proper application of safety standards in the clinical environment

Course	Course Title	CR
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
<b>TOTAL</b>		<b>26</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/imaging/#ctimaging](http://www.bellevuecollege.edu/programs/degrees/proftech/imaging/#ctimaging)

### Magnetic Resonance Imaging

#### CERTIFICATE OF ACCOMPLISHMENT

The certificate in Magnetic Resonance (MR) Imaging formally prepares the Imaging Technologist in Radiologic Technology, Nuclear Medicine, Ultrasound, or Radiation Therapy to work in an MR Imaging lab. The didactic courses are designed to prepare the student to sit for the Advanced Certification exam administered by the American Registry of Radiologic Technologists. The clinical practicum provides the student with the opportunity develop required competencies. Enrollment in the clinical practicum is not guaranteed and dependent upon grades, site availability, and approval. A selective-application process is utilized to align eligible students with the appropriate clinical site.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Have completed required clinical competencies as identified by the American Registry of Radiologic Technologists
- Identify pertinent anatomy on images in all of the various planes
- Relate pertinent pathology to appropriate scan protocols
- Evaluate MR images as related to the exam requested and the pertinent clinical information
- Manipulate MR instrumentation to produce the desired image results.
- Adjust MR image protocols as necessary.
- Demonstrate communication skills that create a positive clinical environment for the patient.
- Demonstrate proper application of safety standards in the clinical environment.

Course	Course Title	CR
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
<b>TOTAL</b>		<b>26</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/imaging/#magneticresonance](http://www.bellevuecollege.edu/programs/degrees/proftech/imaging/#magneticresonance)

## Radiation & Imaging Sciences

### Vascular Interventional Program

#### CERTIFICATE OF ACCOMPLISHMENT

The certificate in Vascular Interventional (VI) Radiography formally prepares the Imaging Technologist registered or certified in Radiologic Technology to work in a VIR Imaging lab. The didactic courses are designed to prepare the student to sit for the post-primary advanced certification exam administered by the American Registry of Radiologic Technologists (ARRT). The clinical practicum provides the student with the opportunity develop required competencies although additional work experience may be required to complete the number of competencies required by the ARRT to be eligible for the advanced certification exam. Enrollment in the clinical practicum is not guaranteed and dependent upon grades, site availability, and approval. A selective-application process is utilized to align eligible students with the appropriate clinical site.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Have completed required clinical competencies as identified by the American Registry of Radiologic Technologists
- Identify pertinent anatomy on images
- Relate pertinent pathology to appropriate procedure protocols
- Evaluate images as related to the exam requested and the pertinent clinical information.
- Manipulate instrumentation to produce the desired image results
- Adjust image protocols as necessary
- Demonstrate communication skills that create a positive clinical environment for the patient.
- Demonstrate proper application of safety standards in the clinical environment

Course	Course Title	CR
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
<b>TOTAL</b>		<b>24</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/imaging/#vascular](http://www.bellevuecollege.edu/programs/degrees/proftech/imaging/#vascular)

### Breast Ultrasound

#### CERTIFICATE OF COMPLETION

The Breast Ultrasound certificate is a three-quarter certificate program 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.

Course	Course Title	CR
RAIT 326	Ultrasound Physics for Mammographers	3
RAIT 327	Breast Ultrasound for Mammographers	3
RAIT 328	Ultrasound Equipment/Knobology for Mammographers	2
<b>TOTAL</b>		<b>8</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/dutec/#breastultrasound](http://www.bellevuecollege.edu/programs/degrees/proftech/dutec/#breastultrasound)



## Nursing

### Nursing (RN to BSN)

#### BACHELOR OF SCIENCE DEGREE

#### DESCRIPTION

The Bachelor of Science in Nursing Program (RN to BSN) is designed for students with an associate degree in nursing. The RN to BSN nursing program curriculum expands knowledge and skills in evidence based practice, community health, professional communication, leadership, and health information technology (HIT), as well as healthcare systems and policies. Learning experiences are focused on individuals, families, groups and communities. Students have the opportunity to complete additional courses or fieldwork in specialty areas such as global health, leadership, community health and health information systems.

#### LEARNING OUTCOMES

Degree recipients should possess the following skills and abilities:

- Evaluate and apply evidence-based research to clinical practice
- Appraise protective and predictive factors, including genetics, which influence the health of individuals, families, groups, communities and populations
- Develop and implement creative strategies to enable systems to change
- Negotiate and resolve conflicts to support professional, positive working relationships
- Utilize intra- and inter-professional resources to resolve ethical and other practice dilemmas
- Assess and fully utilize sophisticated healthcare information management systems to maximize patient outcomes

#### PROGRAM ELIGIBILITY

- Hold current unrestricted licensure as a registered nurse in Washington State
- Have an associate degree in nursing from a regionally accredited institution (Students in final year of an associate-degree nursing program may be admitted, but must take and pass the NCLEX by the end of fall quarter. Successful passing of NCLEX is equivalent to 45 college credits.)
- Have at least one year of clinical experience as a nurse (ADN clinical may be applied)
- Have earned thirty-five nursing credits (quarter system) from an associate degree nursing program at a regionally accredited institution
- Have completed thirty-five credits (quarter system) of general education requirements
- Have a cumulative GPA of at least 2.0 in all college coursework
- Have earned a minimum grade of 2.0 in each of the required courses

#### DEGREE REQUIREMENTS

Completion of all required courses as shown in the worksheet on the preceding page. In addition to eligibility requirements, students must also achieve the following:

- Complete a total of at least 180 applicable college-level quarter credits (including the 90 credits required for admission to the degree program).
- Maintain a minimum GPA of 2.0 in the general program and concentration requirements.
- Earn a cumulative GPA of 2.0 for all coursework applied to the degree, including credits transferred from other colleges.
- Complete at least 45 quarter credits for the degree in residence at BC, of which 30 credits must be upper division.

#### APPLICATION PROCESS

To be considered for the bachelor of science in nursing degree, prospective students must submit the following:

- Completed bachelor of applied science application form
- Nonrefundable application fee of \$60

- Official transcripts from a regionally accredited college
- Three letters of recommendation on an official recommendation form
- Essay
- Resume/CV

#### TUITION

The Bachelor of Science in Nursing degree is a self-support program and therefore does not necessarily follow the upper division tuition schedule published in the college catalog and quarterly schedule. Tuition includes applicable college and course fees, plus current per credit rates published online at [www.bellevuecollege.edu/enrollment/tuition/](http://www.bellevuecollege.edu/enrollment/tuition/).

These courses are not eligible for tuition waivers.

Course	Course Title	CR
<b>PREREQUISITE REQUIREMENTS</b>		<b>90</b>
Associate Degree in Nursing from a Regionally Accredited Institution (Must include at least 35 quarter credits in nursing.)		
Current unrestricted licensure as nurse in WA state. Students in final year of an associate-degree nursing program may be admitted, but must take and pass the NCLEX by the end of fall quarter. Successful passing of NCLEX is equivalent to 45 college credits.		
Cumulative GPA of 2.0 in all college courses		
Minimum grade of 2.0 in all required courses for associate degree in nursing		
<b>GENERAL EDUCATION</b>		
<b>ANTH&amp; 235</b>	Cross-Cultural Medicine	<b>5</b>
<b>ECON 315</b>	Economics of Healthcare	<b>5</b>
<b>PHIL 365</b>	Biomedical Ethics	<b>5</b>
Approved humanities course, if not transferred in		<b>5</b>
<b>NURSING CORE COURSES</b>		
<b>NURS 301</b>	Transition to Baccalaureate Nursing Practice	<b>3</b>
<b>NURS 310</b>	Scholarly Inquiry in Nursing	<b>5</b>
<b>NURS 366</b>	Nursing Ethics	<b>1</b>
<b>NURS 390</b>	Nursing Management	<b>3</b>
<b>NURS 401</b>	Nursing Leadership	<b>3</b>
<b>NURS 410</b>	Community and Public Health Nursing	<b>5</b>
<b>NURS 411</b>	Community and Public Health Nursing Clinical I	<b>2</b>
<b>NURS 412</b>	Community and Public Health Nursing Clinical II	<b>3</b>
<b>NURS 490</b>	Senior Portfolio	<b>1</b>
<b>NURS 450</b>	Health Information Technology	<b>3</b>
<b>CHOICE OF PRACTICUM</b>		
Global Health, Health IT, Leadership, or Genomics		
<b>NURS 350</b>	Perspectives in Global Health	<b>5</b>
<b>NURS 402</b>	Leadership Practicum	<b>3</b>
<b>NURS 451</b>	Nursing Health Information Technology Practicum	<b>3</b>
<b>GRAND TOTAL</b>		<b>182-187</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/bachelor/nursing/](http://www.bellevuecollege.edu/programs/degrees/bachelor/nursing/)

# 2014-15 Transfer Associate Degrees



## Transfer Associate Degree Options

Our two-year transfer associate degrees are for students wishing to pursue a bachelor's degree at a four year university. We offer five degrees as part of the Intercollege Relations Commission (ICRC) transfer agreement and offer several options depending on the student's area of interest.

- **Associate in Arts & Sciences (AAS-DTA):** Completing this degree will prepare you to transfer to a participating college or university with junior status. Review possible areas of study.
- **Associate in Business (AB-DTA/MRP):** Completing this degree will prepare you to transfer with junior status to a business school of a participating college or university.
- **Associate in Math Education (AME-DTA/MRP):** Completing this degree will prepare you to transfer with junior status to a participating college or university for a student pursuing teaching secondary mathematics and pursuing a teaching certificate.
- **Associate in Science (AS):** Completing this degree will prepare you for upper division study in a science major at a participating college or university. Review possible areas of study.
  - Track I: Biological, Environmental/Resources, Chemistry, and Earth Sciences (Life Sciences)
  - Track II: Physics, Atmospheric Sciences and Engineering (Physical Sciences)
  - Track II: Engineering/Major Related Program
    - Chemical and Bio-Engineering
    - Electrical and Computer Engineering
    - Civil, Mechanical and Other Engineering

(DTA = Direct Transfer Agreement;  
MRP=Major Related Program)

The information on this page applies to all the transfer associate degrees listed in this catalog on the following pages.

All transfer degree requirements conform to the transfer agreements established by the Intercollege 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. Complete all degree requirements in the specified curriculum.
3. Maintain a minimum cumulative GPA of 2.00 in all coursework taken at BC.
4. Earn a cumulative GPA of 2.00 or better in the courses applied to the degree, including credits transferred from other colleges.
5. Transfer credits applied toward a degree must have a grade of "D" (1.0) or above (some degrees may have additional grade requirements).
6. Complete a minimum of 30 (or one-third) of all the credits applicable toward the degree in residence at BC.

### GENERAL EDUCATION

Bellevue 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 Bellevue College graduates will achieve competence in the general education outcome areas identified on page 26.

For more detail about BC's General Education requirements including Cultural Diversity, and the courses students can take to meet them, see [www.bellevuecollege.edu/programs/degrees/gened/](http://www.bellevuecollege.edu/programs/degrees/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/laz](http://www.bellevuecollege.edu/programs/laz).

### TRANSFER STUDENT RIGHTS AND RESPONSIBILITIES

Students who transfer from Bellevue College to colleges and universities have rights and responsibilities, as do the institutions to which they are transferring. For a list of those rights and responsibilities, go to: <http://www.wsac.wa.gov/transfers/>.

### LIST OF ONE YEAR TRANSFER COURSES – THE "WASHINGTON 45"

In response to legislative action in 2010, the Washington State Board for Community and Technical Colleges identified a list of courses, the "Washington 45," that will transfer from community and technical colleges to other two-year and four-year institutions as general education credits. For additional information, go to: [http://www.sbctc.ctc.edu/college/studentsvcs/wa45\\_final-2012.pdf](http://www.sbctc.ctc.edu/college/studentsvcs/wa45_final-2012.pdf). Please note that the "Washington 45" does not replace the Direct Transfer Agreement, Associate of Science Tracks I and II or any Major Related Program agreement, nor will it guarantee admission to a four-year institution. It also does not lead to any certificate conferral.

## Associate in Arts & Sciences Degree (DTA)

### TRANSFER ASSOCIATE DEGREE

90 Applicable College Level Quarter credits: Minimum  
Cumulative GPA 2.0 Required

### Important Notes and Conditions

- A course cannot 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: GEOG 106 is same as GEOL 106 and may only count as GEOG or GEOL]. 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.
- Universities may have other specific admission requirements in addition to those of the transfer degree.
- Courses listed below are subject to change; visit [www.bellevuecollege.edu/programs/degrees/transfer](http://www.bellevuecollege.edu/programs/degrees/transfer) for the latest degree updates.

### Written Communication: 10 credits

Complete **both** groups

**Group A:** English 101

**Group B:** Choose **one** from English 201, 235, 271 **or** 272

### Quantitative/Symbolic Reasoning: 5 credits

Beginning Summer 2013 all students must meet this QSR requirement.

Choose **one** from the following:

**Mathematics** 107\*, 130\*, 131, 132, **138, 141, 142, 148, 151, 152, 153, 208, 238, 240, 254, 255**  
**Philosophy** 120 (completed Summer 2013 or later)

- **Exception:** Students who first enrolled at Bellevue College prior to Summer 2013 may elect to graduate under previous AAS-DTA requirements. ALL graduates choosing this option must satisfy the BC intermediate algebra proficiency requirement. \*Note: Math 107 and Math 130 completed Summer Quarter 2013 and beyond do not meet intermediate algebra proficiency. The deadline for graduating under this exception is Spring Quarter 2015.
- **Please note:** UW has not changed their intermediate algebra admissions requirement. More information at <http://admit.washington.edu/Admission/Transfer/CADR>

### Humanities: 15 credits

Choose **three** different subjects from the following: Maximum 5 credits can be a performance/skills course (indicated by \*)

**Anthropology** 208  
**Art** 101, 103, 105, 110\*, 111\*, 112\*, 120\*, 121\*, 150\*, 151\*, 153\*, 154\*, 201, 202, 203, 205, 206, 221\*, 222\*, **225, 230\*, 235\*, 240\*, 242\*, 245\*, 247\*, 253\*, 254\*, 256\*, 260\*, 261\*, 280\***  
**Communication Studies** 101, 105, 106, 107, 115, 119, **120, 121, 131, 132, 133, 134, 136, 138, 141, 143, 144, 145, 146, 151, 161, 163, 202, 210, 216, 220, 241, 250, 260, 261, 280, 285**  
**Cultural and Ethnic Studies** 100, 101, 102, **103, 104, 115, 120, 121, 130, 140, 152, 160, 180, 200, 210, 255, 257, 260, 285, 286, 287, 288**  
**Dance** 130\*, 131\*, 140\*, 141\*, **151\*, 152\*, 201\*, 202\*, 203\***  
**Drama** 101, 106, 141, 151\*, 153\*, 154\*, 155\*, **159\*, 161\*, 200, 210, 212, 215, 224, 241, 251\*, 252\*, 253\*, 254\*, 256\*, 270, 280\*, 281\*, 284\*, 285\***  
**English** 111, 112, 113, 114, 115, 131, 210, 215, 219, 220, 221, 223, 224, 225, 226, 228, 229, 237, 238, 239, 241, 244, 245, 246, 247, 248, 249, 253, 254, 255, 260, 261, 263, 264, 265, 266, 276, 279  
**History** 101, 102, 103, 110, 115, **120, 146, 147, 148, 185, 207, 209, 210, 211, 212, 214, 223, 230, 236, 242, 245, 246, 250, 261, 280**  
**Humanities** 224, 230  
**Music** 100\*, 101\*, 102\*, 103\*, 104\*, 105, 106\*, 107, 109\*, 110, 111, 112, 113, 114, 115, 116, 117, 118, 120\*, 126\*, 130\*, 131\*, 132\*, 135\*, 136\*, 139\*, 140\*, 143\*, 150, 151, 152, 153, 156, 157, 158, 200\*, 203\*, 205\*, 206\*, 210, 211, 212, 240\*, 243\*  
**Philosophy** 101, 102, 112, 115, 122, 145, 160, **201, 225, 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 from the following:

**Anthropology** 100, 106, **108, 180, 204, 206, 208, 209, 211, 212, 219, 220, 222, 224, 228, 232, 234, 235, 236**  
**Business** 101  
**Communication Studies** 102, 230  
**Cultural and Ethnic Studies** 100, 101, 102, 104, 106, 109, 115, 120, 121, 130, 140, 152, **160, 180, 200, 201, 203, 205, 210, 241, 255, 257, 260, 285, 286, 287, 288**  
**Economics** 100, 201, 202, 250, **260**  
**Geography** 100, 102, **105, 123, 200, 207, 250, 258, 277**  
**History** 101, 102, 103, 110, 115, **120, 146, 147, 148, 185, 207, 209, 210, 211, 212, 214, 223, 230, 236, 242, 245, 246, 250, 261, 280**  
**Humanities** 224, 230  
**International Studies** **105, 123, 150, 200, 201, 202, 204, 227, 261, 280**  
**Philosophy** 102, 112, 122, 160, **201, 248, 260, 265**  
**Political Science** 101, 121, 122, 123, 125, 155, **160, 175, 201, 202, 203, 204, 206, 220, 221, 222, 223, 227, 230**  
**Psychology** 100, 109, 110, 200, 203, 205, 209, 210, 220, **240, 250, 257**  
**Sociology** 101, 105, 122, 150, 201, 215, 230, **240, 246, 248, 249, 250, 252, 253, 254, 255, 256, 258, 260, 262, 264, 265, 268, 270, 275, 278**

### Natural Sciences: 15-16 credits

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

**Anthropology** 205, 215(L)  
**Astronomy** 100, 101(L), 201(L)  
**Biology** 100(L), 108(L), 125, 135, 150(L), 160(L), 162(L), 211(L), 212(L), 213(L), 241(L), 242(L), 260(L), 275(L), 276(L)  
**Botany** 110(L), 113(L), 120(L)  
**Chemistry** 100, 110(L), 121(L), 131(L), 140(L), 161(L), 162(L), 163(L), 261(L) 262(L), 263(L), 265(L), 266(L)  
**Environmental Science** 100, 105, **110, 207(L), 250(L)**  
**Geography** 106, 205, 206(L)  
**Geology** 101(L), 103(L), **106, 208(L)**  
**Meteorology** 101, 211  
**Nutrition** 100, 101  
**Oceanography** 101(L), **110**  
**Physics** 100, 104(L), 105(L), 109(L), 114(L), 115(L), 116(L), 121(L), 122(L), 123(L), 225  
**Psychology** 202

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

**Mathematics** 107, 130, 131, 132, **138, 141, 142, 148, 151, 152, 153, 208, 238, 240, 254, 255**  
**Philosophy** 120

### 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; **Art** 108; **Biology** 312; **Business** 201; **Business Administration** 200, 240; **Communication Studies** 245, 266, 330, 350; **Computer Science** 101, 210, 211, 212, 250; **Criminal Justice** 101, 106, 109, 110, 112; **Drama** 230\*; **Economics** 315; **Education** 115, 130, 204, 205; **Engineering** 114, 204, 214, 215, 224, 225; **Human Services Substance Abuse Counselor** 101; **Health** 220, 222, 250, 260, 292; **Humanities** 205, 260; **Interior Design** 140; **Philosophy** 365; **Physical Education-Theory** 126, 210-225, 230-249, 267-290; **Physical Education-Activity** 103-124, 127-166, 194-197, 228 [activity is limited to 3 credits]; **Programming** 110

**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

This degree has a set of BC General Education requirements including Cultural Diversity. For approved courses see page two of worksheet or visit [www.bellevuecollege.edu/programs/degrees/culturaldiversity/](http://www.bellevuecollege.edu/programs/degrees/culturaldiversity/).

### Academic Advising

Call (425) 564-2212 or go to: [www.bellevuecollege.edu/advising/](http://www.bellevuecollege.edu/advising/)

\*DTA = Direct Transfer Agreement AAS



## 2014-15 Transfer Associate Degrees

### Associate in Business Degree (DTA/MRP)\*

#### TRANSFER ASSOCIATE DEGREE

90 Applicable College Level Quarter Credits: Minimum Cumulative GPA 2.0 Required

#### Important Notes and Conditions

- A course cannot 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: GEOG 106 is same as GEOL 106 and may only count as GEOG **or** GEOL]. Consult course catalog or meet with an advisor.
- "P" grade is not allowed. Check with your intended transfer university for minimum grade requirements.
- Universities may have other specific admission requirements in addition to those of the transfer degree.
- Courses listed below are subject to change; visit [www.bellevuecollege.edu/programs/degrees/transfer](http://www.bellevuecollege.edu/programs/degrees/transfer) for the latest degree updates.

#### 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

#### Mathematics (Quantitative): 5 credits

Complete **one** from the following with minimum grade of C:

**Mathematics** 138, 141, or 142, or higher level math (see Natural Sciences for second math requirement of Calculus)

#### Humanities: 15 credits (see note # 2 and # 3)

Choose **three** different subjects from the following:

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

**Anthropology** 208

**Art** 101, 103, 105, 110\*, 111\*, 112\*, 120\*, 121\*, 150\*, 151\*, 153\*, 154\*, 201, 202, 203, 205, 206, 221\*, 222\*, 225, 230\*, 235\*, 240\*, 242\*, 245\*, 247\*, 253\*, 254\*, 256\*, 260\*, 261\*, 280\*

**Communication Studies** 101, 105, 106, 107, 115, 119, 120, 121, 131, 132, 133, 134, 136, 138, 141, 143, 144, 145, 146, 151, 161, 163, 202, 210, 216, 220, 241, 250, 260, 261, 280, 285

**Cultural and Ethnic Studies** 100, 101, 102, 103, 104, 115, 120, 121, 130, 140, 152, 160, 180, 200, 210, 255, 257, 260, 285, 286, 287, 288

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

**Drama** 101, 106, 141, 151\*, 153\*, 154\*, 155\*, 159\*, 161\*, 200, 210, 212, 215, 224, 241, 251\*, 252\*, 253\*, 254\*, 256\*, 270, 280\*, 281\*, 284\*, 285\*

**English** 111, 112, 113, 114, 115, 131, 210, 215, 219, 220, 221, 223, 224, 225, 226, 228, 229, 237, 238, 239, 241, 244, 245, 246, 247, 248, 249, 253, 254, 255, 260, 261, 263, 264, 265, 266, 276, 279

**History** 101, 102, 103, 110, 115, 120, 146, 147, 148, 185, 207, 209, 210, 211, 212, 214, 223, 230, 236, 242, 245, 246, 250, 261, 280

**Humanities** 224, 230

**Music** 100\*, 101\*, 102\*, 103\*, 104\*, 105, 106\*, 107, 109\*, 110, 111, 112, 113, 114, 115, 116, 117, 118, 120\*, 126\*, 130\*, 131\*, 132\*, 135\*, 136\*, 139\*, 140\*, 143\*, 150, 151, 152, 153, 156, 157, 158, 200\*, 203\*, 205\*, 206\*, 210, 211, 212, 240\*, 243\*

**Philosophy** 101, 102, 112, 115, 122, 145, 160, 201, 225, 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 from the following:

**Anthropology** 100, 106, 108, 180, 204, 206, 208, 209, 211, 212, 219, 220, 222, 224, 228, 232, 234, 235, 236

**Business** 101

**Communication Studies** 102, 230

**Cultural and Ethnic Studies** 100, 101, 102, 104, 106, 109, 115, 120, 121, 130, 140, 152, 160, 180, 200, 201, 203, 205, 210, 241, 255, 257, 260, 285, 286, 287, 288

**Geography** 100, 102, 105, 123, 200, 207, 250, 258, 277

**History** 101, 102, 103, 110, 115, 120, 146, 147, 148, 185, 207, 209, 210, 211, 212, 214, 223, 230, 236, 242, 245, 246, 250, 261, 280

**Humanities** 224, 230

**International Studies** 105, 123, 150, 200, 201, 202, 204, 227, 261, 280

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

**Political Science** 101, 121, 122, 123, 125, 155, 160, 175, 201, 202, 203, 204, 206, 220, 221, 222, 223, 227, 230

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

**Sociology** 101, 105, 122, 150, 201, 215, 230, 240, 246, 248, 249, 250, 252, 253, 254, 255, 256, 258, 260, 262, 264, 265, 268, 270, 275, 278

**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 # 4)

Complete **both** groups

**Group A:** Complete one from the following with minimum grade of C:

**Mathematics** 148 or 151 or a higher level math that includes calculus as a prerequisite

**Group B:** Choose **two** different subjects from the following:

**One course with a lab component (indicated by "L").**

**Anthropology** 205, 215(L)

**Astronomy** 100, 101(L), 201(L)

**Biology** 100(L), 108(L), 125, 135, 150(L), 160(L), 162(L), 211(L), 212(L), 213(L), 241(L), 242(L), 260(L), 275 (L), 276(L)

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

**Chemistry** 100, 110(L), 121(L), 131(L), 140(L), 161(L), 162(L), 163(L), 261(L) 262(L), 263(L), 265(L), 266(L)

**Environmental Science** 100, 105, 110, 207(L), 250(L)

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

**Geology** 101(L), 103(L), 106, 208(L)

**Meteorology** 101, 211

**Nutrition** 100, 101

**Oceanography** 101(L), 110

**Physics** 100, 104(L), 105(L), 109(L), 114(L), 115(L), 116(L), 121(L), 122(L), 123(L), 225

**Psychology** 202

#### Business Core Coursework: 25 credits (see note # 5)

Complete **all** of the following courses with minimum grade of C

**Accounting** 201, 202, 203 and **Business Administration** 240

(Statistical Analysis) and **Business** 201

**Additional courses may be required per specific university. (See note #6)**

#### Notes 1 through 6: Specific University Requirements

See business advisor for any questions or further information.

1. To meet current EWU requirements, the second English Composition course must be equivalent to EWU's English 201- College Composition: Analysis, Research, and Documentation
2. Students intending the international business major should consult their potential transfer institutions regarding the level of world language required for admission to the major. Five (5) credits in world languages may apply to the Humanities requirement.
3. Students are encouraged to include a speech or oral communication course (not small group communication.)
4. Students intending the manufacturing management major at WWU should consult WWU regarding the selection of natural science courses required for admission to the major.
5. International students who completed a business law course specific to their home country must take a business law course at a U.S. institution in order to demonstrate proficiency in U.S. business law.
6. Five institutions have requirements for admission to the major that go beyond those specified above. Students can meet these requirements by careful selection of the elective University Course Equivalent to:

**University:** **Course Equivalent to:**

WSU (all campuses): Management Information Systems MIS 250

Gonzaga: Management Information Systems BMIS 235

PLU: Computer applications CSCE 120, either an equivalent course or skills test

SPU: Spreadsheets BUS 1700, either an equivalent course or skills test

WWU: Introduction to Business Computer Systems MIS 220 (for transfer students entering fall 2014)

#### Cultural Diversity Requirement

This degree has a set of BC General Education requirements including Cultural Diversity. For approved courses see page two of worksheet or visit [www.bellevuecollege.edu/programs/degrees/culturaldiversity/](http://www.bellevuecollege.edu/programs/degrees/culturaldiversity/).

#### Academic Advising

Call (425) 564-2212 or go to: [www.bellevuecollege.edu/advising/](http://www.bellevuecollege.edu/advising/)

\*DTA/MRP = Direct Transfer Agreement/Major Related Program

## Associate in Math Education Degree (DTA/MRP)\*

### TRANSFER ASSOCIATE DEGREE

For Future Secondary Math Teachers

90 Applicable College Level Quarter Credits: Minimum GPA 2.0 Required

### Important Notes and Conditions

- A course cannot 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: GEOG 106 is same as GEOL 106 and may only count as GEOG or GEOL]. 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.
- Universities may have other specific admission requirements in addition to those of the transfer degree.
- Courses listed below are subject to change; visit [www.bellevuecollege.edu/programs/degrees/transfer](http://www.bellevuecollege.edu/programs/degrees/transfer) for the latest degree updates.

### Written Communication: 10 credits

Complete **both** groups

**Group A:** English 101

**Group B:** choose **one** from English 201, 271 or 272

### Quantitative: 5 credits

Mathematics 151

### Humanities: 15 credits

Complete **both** groups from the following:

**Group A:** 5 credits

**Communication Studies** 101 or 220

**Group B:** 10 credits

Choose **two** different subjects from the following:

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

**Anthropology** 208

**Art** 101, 103, 105, 110\*, 111\*, 112\*, 120\*, 121\*, 150\*, 151\*, 153\*, 154\*, 201, 202, 203, 205, 206, 221\*, 222\*, 225, 230\*, 235\*, 240\*, 242\*, 245\*, 247\*, 253\*, 254\*, 256\*, 260\*, 261\*, 280\*

**Cultural and Ethnic Studies** 100, 101, 102, 103, 104, 115, 120, 121, 130, 140, 152, 160, 180, 200, 210, 255, 257, 260, 285, 286, 287, 288

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

**Drama** 101, 106, 141, 151\*, 153\*, 154\*, 155\*, 161\*, 200, 210, 212, 215, 224, 241, 251\*, 252\*, 253\*, 254\*, 256\*, 270, 280\*, 281\*, 284\*, 285\*

**English** 111, 112, 113, 114, 115, 131, 210, 215, 219, 220, 221, 223, 224, 225, 226, 228, 229, 237, 238, 239, 241, 244, 245, 246, 247, 248, 249, 253, 254, 255, 260, 261, 263, 264, 265, 266, 276, 279

**History** 101, 102, 103, 110, 115, 120, 146, 147, 148, 185, 207, 209, 210, 211, 212, 214, 223, 230, 236, 242, 245, 246, 250, 261, 280

**Humanities** 224, 230

**Music** 100\*, 101\*, 102\*, 103\*, 104\*, 105, 106\*, 107, 109\*, 110, 111, 112, 113, 114, 115, 116, 117, 118, 120\*, 126\*, 130\*, 131\*, 132\*, 135\*, 136\*, 139\*, 140\*, 143\*, 150, 151, 152, 153, 156, 157, 158, 200\*, 203\*, 205\*, 206\*, 210, 211, 212, 240\*, 243\*

**Philosophy** 101, 102, 112, 115, 122, 145, 160, 201, 225, 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 from the following:

**Anthropology** 100, 106, 108, 180, 204, 206, 208, 209, 211, 212, 219, 220, 222, 224, 228, 232, 234, 235, 236

**Business** 101

**Communication Studies** 102, 230

**Cultural and Ethnic Studies** 100, 101, 102, 104, 106, 109, 115, 120, 121, 130, 140, 152, 160, 180, 200, 201, 203, 205, 210, 241, 255, 257, 260, 285, 286, 287, 288

**Economics** 100, 201, 202, 250, 260

**Geography** 100, 102, 105, 123, 200, 207, 250, 258, 277

**History** 101, 102, 103, 110, 115, 120, 146, 147, 148, 185, 207, 209, 210, 211, 212, 214, 223, 230, 236, 242, 245, 246, 250, 261, 280

**Humanities** 224, 230

**International Studies** 105, 123, 150, 200, 201, 202, 204, 227, 261, 280

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

**Political Science** 101, 121, 122, 123, 125, 155, 160, 175, 201, 202, 203, 204, 206, 220, 221, 222, 223, 227, 230

**Sociology** 101, 105, 122, 150, 201, 215, 230, 240, 246, 248, 249, 250, 252, 253, 254, 255, 256, 258, 260, 262, 264, 265, 268, 270, 275, 278

### 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:

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

**Anthropology** 205, 215(L)

**Astronomy** 100, 101(L), 201(L)

**Biology** 100(L), 108(L), 125, 135, 150(L), 160(L), 162(L), 211(L), 212(L), 213(L), 241(L), 242(L), 260(L), 275 (L), 276(L)

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

**Chemistry** 100, 110 (L), 121(L), 131(L), 140(L), 161(L), 162(L), 163(L), 261(L) 262(L), 263(L), 265(L), 266(L)

**Environmental Science** 100, 105, 110, 207(L), 250(L)

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

**Geology** 101(L), 103(L), 106, 208(L)

**Meteorology** 101, 211

**Nutrition** 100, 101

**Oceanography** 101(L), 110

**Physics** 100, 104(L), 105(L), 109(L), 114(L), 115(L), 116(L), 121(L), 122(L), 123(L), 225

**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 103-124, 127-166, 194-197, 228, 266) 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

This degree has a set of BC General Education requirements including Cultural Diversity. For approved courses see page two of worksheet or visit [www.bellevuecollege.edu/programs/degrees/culturaldiversity/](http://www.bellevuecollege.edu/programs/degrees/culturaldiversity/).

\*DTA/MRP = Direct Transfer Agreement/Major Related Program

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

### TRANSFER ASSOCIATE DEGREE

90 Applicable College Level Quarter Credits: Minimum  
Cumulative GPA 2.0 Required

#### Important Notes and Conditions

- A course cannot 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: GEOG 106 is same as GEOL 106 and may only count as GEOG or GEOL] Consult course description in the college catalog or speak with an advisor.
- "P" grade is only allowed in electives area. Check with your intended transfer university for minimum grade requirements
- Universities may have other specific admission requirements in addition to those of the transfer degree.
- Courses listed below are subject to change; visit [www.bellevuecollege.edu/programs/degrees/transfer](http://www.bellevuecollege.edu/programs/degrees/transfer) for the latest degree updates.

#### Written Communication: 5 credits

Complete **one** from the following:

**English** 101 201, 235, 271, 272

#### Quantitative (Mathematics): 10 credits

Choose **two** from the following:

**Mathematics** 151, 152, 153, 208, 238, 254, 255

#### 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

Choose from the following:

**Anthropology** 208

**Art** 101, 103, 105, 110\*, 111\*, 112\*, 120\*, 121\*, 150\*, 151\*, 153\*, 154\*, 201, 202, 203, 205,

206, 221\*, 222\*, 225, 230\*, 235\*, 240\*, 242\*, 245\*, 247\*, 253\*, 254\*, 256\*, 260\*, 261\*, 280\*

**Communication Studies** 101, 105, 106, 107, 115, 119, 120, 121, 131, 132, 133, 134, 136, 138, 141, 143, 144, 145, 146, 151, 161,

163, 202, 210, 216, 220, 241, 250, 260, 261, 280, 285

**Cultural and Ethnic Studies** 100, 101, 102, 103, 104, 115, 120, 121, 130, 140, 152, 160, 180, 200, 210, 255, 257, 260, 285, 286, 287, 288

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

**Drama** 101, 106, 141, 151\*, 153\*, 154\*, 155\*, 159\*, 161\*, 200, 210, 212, 215, 224, 241, 251\*, 252\*, 253\*, 254\*, 256\*, 270, 280\*, 281\*, 284\*, 285\*

**English** 111, 112, 113, 114, 115, 131, 210, 215, 219, 220, 221, 223, 224, 225, 226, 228, 229, 237, 238, 239, 241, 244, 245, 246, 247, 248, 249, 253, 254, 255, 260, 261, 263, 264, 265, 266, 276, 279

**History** 101, 102, 103, 110, 115, 120, 146, 147, 148, 185, 207, 209, 210, 211, 212, 214, 223, 230, 236, 242, 245, 246, 250, 261, 280

**Humanities** 224, 230

**Music** 100\*, 101\*, 102\*, 103\*, 104\*, 105, 106\*, 107, 109\*, 110, 111, 112, 113, 114, 115, 116, 117, 118, 120\*, 126\*, 130\*, 131\*, 132\*, 135\*, 136\*, 139\*, 140\*, 143\*, 150, 151, 152, 153, 156, 157, 158, 200\*, 203\*, 205\*, 206\*, 210, 211, 212, 240\*, 243\*

**Philosophy** 101, 102, 112, 115, 122, 145, 160, 201, 225, 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:

Choose from the following:

**Anthropology** 100, 106, 108, 180, 204, 206, 208, 209, 211, 212, 219, 220, 222, 224, 228, 232, 234, 235, 236

**Business** 101

**Communication Studies** 102, 230

**Cultural and Ethnic Studies** 100, 101, 102, 104, 106, 109, 115, 120, 121, 130, 140, 152, 160, 180, 200, 201, 203, 205, 210, 241, 255, 257, 260, 285, 286, 287, 288

**Economics** 100, 201, 202, 250, 260

**Geography** 100, 102, 105, 123, 200, 207, 250, 258, 277

**History** 101, 102, 103, 110, 115, 120, 146, 147, 148, 185, 207, 209, 210, 211, 212, 214, 223, 230, 236, 242, 245, 246, 250, 261, 280

**Humanities** 224, 230

**International Studies** 105, 123, 150, 200, 201, 202, 204, 227, 261, 280

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

**Political Science** 101, 121, 122, 123, 125, 155, 160, 175, 201, 202, 203, 204, 206, 220, 221, 222, 223, 227, 230

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

**Sociology** 101, 105, 122, 150, 201, 215, 230, 240, 246, 248, 249, 250, 252, 253, 254, 255, 256, 258, 260, 262, 264, 265, 268, 270, 275, 278

#### Chemistry Sequence: 15-18 credits

Three quarter sequence (for science majors) should be taken at one institution (either at BC or transferred in as a whole sequence). If not, see science advisor at the Science Division.

**Chemistry** 161, 162, 163 or 261, 262, 263

#### Biology or Physics Sequence: 15-18 credits

Three quarter sequence Biology (for science majors) or Physics (calculus-based on non-calculus based) should be taken at one institution (either at BC or transferred in as a whole sequence). If not, see science advisor at the 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, 238, 240, 254, 255 or **Business Administration** 240

(Statistical Analysis) or **Mathematics** 130 (Introduction to Statistics)

#### Additional Requirements for Intended Major: 10-18 credits

Complete 10-15 credits in physics, geology, organic chemistry, biology, or mathematics, consisting of courses normally taken for science majors (not for general education), preferably in a 2- or 3-quarter sequence. Biology majors should select organic chemistry or physics. 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-Degree at: [www.bellevuecollege.edu/worksheets](http://www.bellevuecollege.edu/worksheets)

#### Cultural Diversity Requirement

This degree has a set of BC General Education requirements including Cultural Diversity. For approved courses see page two of worksheet or visit [www.bellevuecollege.edu/programs/degrees/culturaldiversity/](http://www.bellevuecollege.edu/programs/degrees/culturaldiversity/).

#### Science Academic Advising

Call (425) 564-2321 or visit <http://scidiv.bellevuecollege.edu/>



## Associate in Science Track II: Physics, Atmospheric Sciences and Engineering

### TRANSFER ASSOCIATE DEGREE

90 Applicable College Level Credits: Cumulative GPA 2.0  
Required. For additional Engineering options, see Engineering  
MRP\* degrees.

#### Important Notes and Conditions

- A course cannot 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: GEOG 106 is same as GEOL 106 and may only count as GEOG or GEOL] Consult course description in the college catalog or speak with an advisor.
- "P" grade is only allowed in electives area. Check with your intended transfer university for minimum grade requirements
- Universities may have other specific admission requirements in addition to those of the transfer degree.
- Courses listed below are subject to change; visit [www.bellevuecollege.edu/programs/degrees/transfer](http://www.bellevuecollege.edu/programs/degrees/transfer) for the latest degree updates.

#### Written Communication: 5 credits

Complete **one** from the following:

**English** 101 201, 235, 271, 272

#### Quantitative (Mathematics): 10 credits

Choose **two** from the following:

**Mathematics** 151, 152, 153 208, 238, 254, 255

#### 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:

Choose from the following:

**Anthropology** 208

**Art** 101, 103, 105, 110\*, 111\*, 112\*, 120\*, 121\*, 150\*, 151\*, 153\*, 154\*, 201, 202, 203, 205, 206, 221\*, 222\*, 225, 230\*, 235\*, 240\*, 242\*, 245\*, 247\*, 253\*, 254\*, 256\*, 260\*, 261\*, 280\*

**Communication Studies** 101, 105, 106, 107, 115, 119, 120, 121, 131, 132, 133, 134, 136, 138, 141, 143, 144, 145, 146, 151, 161, 163, 202, 210, 216, 220, 241, 250, 260, 261, 280, 285

**Cultural and Ethnic Studies** 100, 101, 102, 103, 104, 115, 120, 121, 130, 140, 152, 160, 180, 200, 210, 255, 257, 260, 285, 286, 287, 288

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

**Drama** 101, 106, 141, 151\*, 153\*, 154\*, 155\*, 159\*, 161\*, 200, 210, 212, 215, 224, 241, 251\*, 252\*, 253\*, 254\*, 256\*, 270, 280\*, 281\*, 284\*, 285\*

**English** 111, 112, 113, 114, 115, 131, 210, 215, 219, 220, 221, 223, 224, 225, 226, 228, 229, 237, 238 239, 241, 244 245, 246, 247, 248, 249, 253, 254, 255, 260, 261, 263, 264, 265, 266, 276, 279

**History** 101, 102, 103, 110, 115, 120, 146, 147, 148, 185, 207, 209, 210, 211, 212, 214, 223, 230, 236, 242, 245, 246, 250, 261, 280

**Humanities** 224, 230

**Music** 100\*, 101\*, 102\*, 103\*, 104\*, 105, 106\*, 107, 109\*, 110, 111, 112, 113, 114, 115, 116, 117, 118, 120\*, 126\*, 130\*, 131\*, 132\*, 135\*, 136\*, 139\*, 140\*, 143\*, 150, 151, 152, 153, 156, 157, 158, 200\*, 203\*, 205\*, 206\*, 210, 211, 212, 240\*, 243\*

**Philosophy** 101, 102, 112, 115, 122, 145, 160, 201, 225, 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:

Choose from the following:

**Anthropology** 100, 106, 108, 180, 204, 206, 208, 209, 211, 212, 219, 220, 222, 224, 228, 232, 234, 235, 236

**Business** 101

**Communication Studies** 102, 230

**Cultural and Ethnic Studies** 100, 101, 102, 104, 106, 109, 115, 120, 121, 130, 140, 152, 160, 180, 200, 201, 203, 205, 210, 241, 255, 257, 260, 285, 286, 287, 288

**Economics** 100, 201, 202, 250, 260

**Geography** 100, 102, 105, 123, 200, 207, 250, 258, 277

**History** 101, 102, 103, 110, 115, 120, 146, 147, 148, 185, 207, 209, 210, 211, 212, 214, 223, 230, 236, 242, 245, 246, 250, 261, 280

**Humanities** 224, 230

**International Studies** 105, 123, 150, 200, 201, 202, 204, 227, 261, 280

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

**Political Science** 101, 121, 122, 123, 125, 155, 160, 175, 201, 202, 203, 204, 206, 220, 221, 222, 223, 227, 230

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

**Sociology** 101, 105, 122, 150, 201, 215, 230, 240, 246, 248, 249, 250, 252, 253, 254, 255, 256, 258, 260, 262, 264, 265, 268, 270, 275, 278

#### Physics Sequence: 15-18 credits

Three quarter sequence should be taken at one institution (either completed at BC or transferred in as a whole three quarter sequence). If not, see science advisor at the 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, 240, 254, 255, 238 or **Business Administration** 240

(Statistical Analysis) or **Mathematics** 130 (Introduction to Statistics)

#### 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-Degree at: [www.bellevuecollege.edu/worksheets](http://www.bellevuecollege.edu/worksheets).

#### Cultural Diversity Requirement

This degree has a set of BC General Education requirements including Cultural Diversity. For approved courses see page two of worksheet or visit [www.bellevuecollege.edu/programs/degrees/culturaldiversity/](http://www.bellevuecollege.edu/programs/degrees/culturaldiversity/).

#### Academic Advising

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

\*MRP = Major Related Program

## Associate in Science Track II: Engineering MRP\* Chemical and Bio Engineering

### TRANSFER ASSOCIATE DEGREE

90-105 Applicable College Level Credits: Minimum Cumulative GPA 2.0 Required

### Important Notes and Conditions

- A course cannot 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: GEOG 106 is same as GEOL 106 and may only count as GEOG or GEOL] Consult course description in the college catalog or speak with an advisor.
- "P" grade not allowed. Check with your intended transfer university for minimum grade requirements.
- Universities may have other specific admission requirements in addition to those of the transfer degree.
- Courses listed below are subject to change; visit [www.bellevuecollege.edu/programs/degrees/transfer](http://www.bellevuecollege.edu/programs/degrees/transfer) for the latest degree updates.

### Written Communication: 5 credits

Choose **one**:

**English** 101, 201, 235, 271, 272

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

#### Humanities:

Choose from the following:

**Anthropology** 208

**Art** 101, 103, 105, 110\*, 111\*, 112\*, 120\*, 121\*, 150\*, 151\*, 153\*, 154\*, 201, 202, 203, 205, 206, 221\*, 222\*, **225**, 230\*, 235\*, 240\*, 242\*, 245\*, 247\*, 253\*, 254\*, 256\*, 260\*, 261\*, 280\*

**Communication Studies** 101, 105, 106, 107, 115, 119, 120, 121, 131, 132, 133, 134, 136, 138, 141, 143, 144, 145, 146, 151, 161, 163, 202, 210, 216, 220, 241, 250, 260, 261, 280, 285

**Cultural and Ethnic Studies** 100, 101, 102, **103**, 104, 115, 120, 121, 130, 140, 152, **160**, **180**, 200, 210, 255, 257, **260**, 285, 286, 287, 288

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

**Drama** 101, 106, 141, 151\*, 153\*, 154\*, 155\*, 159\*, 161\*, 200, 210, 212, 215, 224, 241, 251\*, 252\*, 253\*, 254\*, 256\*, 270, 280\*, 281\*, 284\*, 285\*

**English** 111, 112, 113, 114, 115, 131, 210, 215, 219, 220, 221, 223, 224, 225, 226, 228, 229, 237, 238, 239, 241, 244, 245, 246, 247, 248, 249, 253, 254, 255, 260, 261, 263, 264, 265, 266, 276, 279

**History** 101, 102, 103, 110, 115, **120**, 146, 147, 148, 185, 207, 209, 210, 211, 212, 214, 223, **230**, 236, 242, 245, 246, 250, **261**, **280**

**Humanities** 224, 230

**Music** 100\*, 101\*, 102\*, 103\*, 104\*, 105, 106\*, 107, 109\*, 110, 111, 112, 113, 114, 115, 116, 117, 118, 120\*, 126\*, 130\*, 131\*, 132\*, 135\*, 136\*, 139\*, 140\*, 143\*, 150, 151, 152, 153, 156, 157, 158, 200\*, 203\*, 205\*, 206\*, 210, 211, 212, 240\*, 243\*

**Philosophy** 101, 102, 112, 115, 122, 145, 160, **201**, **225**, 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:

Choose from the following:

**Anthropology** 100, 106, 108, **180**, 204, 206, 208, 209, 211, 212, 219, 220, 222, 224, 228, 232, **234**, 235, 236

**Business** 101

**Communication Studies** 102, 230

**Cultural and Ethnic Studies** 100, 101, 102, 104, 106, 109, 115, 120, 121, 130, 140, 152, **160**, **180**, 200, 201, 203, 205, 210, **241**, 255, 257, **260**, 285, 286, 287, 288

**Economics** 100, 201, 202, 250, **260**

**Geography** 100, 102, **105**, **123**, 200, 207, 250, 258, 277

**History** 101, 102, 103, 110, 115, **120**, 146, 147, 148, 185, 207, 209, 210, 211, 212, 214, 223, **230**, 236, 242, 245, 246, 250, **261**, **280**

**Humanities** 224, 230

**International Studies** **105**, **123**, 150, 200, 201, 202, **204**, **227**, **261**, **280**

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

**Political Science** 101, 121, 122, 123, 125, 155, **160**, 175, **201**, 202, 203, 204, 206, 220, 221, 222, 223, **227**, **230**

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

**Sociology** 101, 105, 122, 150, 201, 215, 230, **240**, 246, 248, 249, 250, 252, 253, 254, 255, 256, 258, 260, 262, 264, 265, 268, 270, 275, 278

### Physics and Chemistry Sequences: 30-36 credits

Three quarter sequence should be taken at one institution (either completed at BC or transferred in as a whole three quarter sequence). If not, see science advisor at the Science Division.

**Physics** 121, 122, 123 and **Chemistry** 161, 162, 163

### Additional Science: 10-12 credits

**Chemistry** 261

**Chemistry** 262 or **Biology** 211

### Additional Courses: 12-17 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 from the following list:

**Biology** 211, 212

**Chemistry** 262

**Computer Science** 210

**Engineering** 204, 214, 224

**English** 235

**Mathematics** 208, 254, 255

### Cultural Diversity Requirement

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

For a list of courses that satisfy the requirement visit [www.bellevuecollege.edu/programs/degrees/culturaldiversity/](http://www.bellevuecollege.edu/programs/degrees/culturaldiversity/).

### Academic Advising

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

\*MRP = Major Related Program

## Associate in Science Track II: Engineering MRP\* Civil, Mechanical and Other Engineering

### TRANSFER ASSOCIATE DEGREE

90-106 Applicable College Level Credits: Minimum Cumulative GPA 2.0 Required

### Important Notes and Conditions

- A course cannot 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: GEOG 106 is same as GEOL 106 and may only count as GEOG or GEOL] Consult course description in the college catalog or speak with an advisor.
- "P" grade not allowed. Check with your intended transfer university for minimum grade requirements.
- Universities may have other specific admission requirements in addition to those of the transfer degree.
- Courses listed below are subject to change; visit [www.bellevuecollege.edu/programs/degrees/transfer](http://www.bellevuecollege.edu/programs/degrees/transfer) for the latest degree updates.

### Written Communication: 5 credits

Choose **one**:

**English** 101, 201, 235, 271, 272

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

#### Humanities:

Choose from the following:

**Anthropology** 208

**Art** 101, 103, 105, 110\*, 111\*, 112\*, 120\*, 121\*, 150\*, 151\*, 153\*, 154\*, 201, 202, 203, 205, 206, 221\*, 222\*, 225, 230\*, 235\*, 240\*, 242\*, 245\*, 247\*, 253\*, 254\*, 256\*, 260\*, 261\*, 280\*

**Communication Studies** 101, 105, 106, 107, 115, 119, 120, 121, 131, 132, 133, 134, 136, 138, 141, 143, 144, 145, 146, 151, 161, 163, 202, 210, 216, 220, 241, 250, 260, 261, 280, 285

**Cultural and Ethnic Studies** 100, 101, 102, 103, 104, 115, 120, 121, 130, 140, 152, 160, 180, 200, 210, 255, 257, 260, 285, 286, 287, 288

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

**Drama** 101, 106, 141, 151\*, 153\*, 154\*, 155\*, 159\*, 161\*, 200, 210, 212, 215, 224, 241, 251\*, 252\*, 253\*, 254\*, 256\*, 270, 280\*, 281\*, 284\*, 285\*

**English** 111, 112, 113, 114, 115, 131, 210, 215, 219, 220, 221, 223, 224, 225, 226, 228, 229, 237, 238, 239, 241, 244, 245, 246, 247, 248, 249, 253, 254, 255, 260, 261, 263, 264, 265, 266, 276, 279

**History** 101, 102, 103, 110, 115, 120, 146, 147, 148, 185, 207, 209, 210, 211, 212, 214, 223, 230, 236, 242, 245, 246, 250, 261, 280

**Humanities** 224, 230

**Music** 100\*, 101\*, 102\*, 103\*, 104\*, 105, 106\*, 107, 109\*, 110, 111, 112, 113, 114, 115, 116, 117, 118, 120\*, 126\*, 130\*, 131\*, 132\*, 135\*, 136\*, 139\*, 140\*, 143\*, 150, 151, 152, 153, 156, 157, 158, 200\*, 203\*, 205\*, 206\*, 210, 211, 212, 240\*, 243\*

**Philosophy** 101, 102, 112, 115, 122, 145, 160, 201, 225, 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:

Choose from the following:

**Anthropology** 100, 106, 108, 180, 204, 206, 208, 209, 211, 212, 219, 220, 222, 224, 228, 232, 234, 235, 236

**Business** 101

**Communication Studies** 102, 230

**Cultural and Ethnic Studies** 100, 101, 102, 104, 106, 109, 115, 120, 121, 130, 140, 152, 160, 180, 200, 201, 203, 205, 210, 241, 255, 257, 260, 285, 286, 287, 288

**Economics** 100, 201, 202, 250, 260

**Geography** 100, 102, 105, 123, 200, 207, 250, 258, 277

**History** 101, 102, 103, 110, 115, 120, 146, 147, 148, 185, 207, 209, 210, 211, 212, 214, 223, 230, 236, 242, 245, 246, 250, 261, 280

**Humanities** 224, 230

**International Studies** 105, 123, 150, 200, 201, 202, 204, 227, 261, 280

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

**Political Science** 101, 121, 122, 123, 125, 155, 160, 175, 201, 202, 203, 204, 206, 220, 221, 222, 223, 227, 230

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

**Sociology** 101, 105, 122, 150, 201, 215, 230, 240, 246, 248, 249, 250, 252, 253, 254, 255, 256, 258, 260, 262, 264, 265, 268, 270, 275, 278

### Physics Sequence: 15-18 credits

Three quarter sequence should be taken at one institution (either completed at BC or transferred in as a whole three quarter sequence). If not, see science advisor at the Science Division.

**Physics** 121, 122, 123

### Chemistry with Lab: 10-12 credits

**Chemistry** 161 and 162

### Engineering: 16 credits

**Engineering** 114, 214, 215, 225

### Additional Courses: 10-15 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 from the following list:

**Computer Science** 210

**Engineering** 111, 200, 204, 224

**English** 235

**Mathematics** 240, 254, 255

### Cultural Diversity Requirement

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

For a list of courses that satisfy the requirement visit [www.bellevuecollege.edu/programs/degrees/culturaldiversity/](http://www.bellevuecollege.edu/programs/degrees/culturaldiversity/).

### Academic Advising

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

\*MRP = Major Related Program



## Associate in Science Track II: Engineering MRP\* Electrical and Computer Engineering

### TRANSFER ASSOCIATE DEGREE

90-104 applicable College Level Credits: Minimum Cumulative GPA 2.0 Required

### Important Notes and Conditions

- A course cannot 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: GEOG 106 is same as GEOL 106 and may only count as GEOG or GEOL] Consult course description in the college catalog or speak with an advisor.
- "P" grade not allowed. Check with your intended transfer university for minimum grade requirements.
- Universities may have other specific admission requirements in addition to those of the transfer degree.
- Courses listed below are subject to change; visit [www.bellevuecollege.edu/programs/degrees/transfer](http://www.bellevuecollege.edu/programs/degrees/transfer) for the latest degree updates.

### Written Communication: 5 credits

Choose **one** from the following:

**English** 101, 201, 235, 271, 272

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

#### Humanities:

Choose from the following:

**Anthropology** 208

**Art** 101, 103, 105, 110\*, 111\*, 112\*, 120\*, 121\*, 150\*, 151\*, 153\*, 154\*, 201, 202, 203, 205, 206, 221\*, 222\*, 225, 230\*, 235\*, 240\*, 242\*, 245\*, 247\*, 253\*, 254\*, 256\*, 260\*, 261\*, 280\*

**Communication Studies** 101, 105, 106, 107, 115, 119, 120, 121, 131, 132, 133, 134, 136, 138, 141, 143, 144, 145, 146, 151, 161, 163, 202, 210, 216, 220, 241, 250, 260, 261, 280, 285

**Cultural and Ethnic Studies** 100, 101, 102, 103, 104, 115, 120, 121, 130, 140, 152, 160, 180, 200, 210, 255, 257, 260, 285, 286, 287, 288

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

**Drama** 101, 106, 141, 151\*, 153\*, 154\*, 155\*, 159\*, 161\*, 200, 210, 212, 215, 224, 241, 251\*, 252\*, 253\*, 254\*, 256\*, 270, 280\*, 281\*, 284\*, 285\*

**English** 111, 112, 113, 114, 115, 131, 210, 215, 219, 220, 221, 223, 224, 225, 226, 228, 229, 237, 238, 239, 241, 244, 245, 246, 247, 248, 249, 253, 254, 255, 260, 261, 263, 264, 265, 266, 276, 279

**History** 101, 102, 103, 110, 115, 120, 146, 147, 148, 185, 207, 209, 210, 211, 212, 214, 223, 230, 236, 242, 245, 246, 250, 261, 280

**Humanities** 224, 230

**Music** 100\*, 101\*, 102\*, 103\*, 104\*, 105, 106\*, 107, 109\*, 110, 111, 112, 113, 114, 115, 116, 117, 118, 120\*, 126\*, 130\*, 131\*, 132\*, 135\*, 136\*, 139\*, 140\*, 143\*, 150, 151, 152, 153, 156, 157, 158, 200\*, 203\*, 205\*, 206\*, 210, 211, 212, 240\*, 243\*

**Philosophy** 101, 102, 112, 115, 122, 145, 160, 201, 225, 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:

Choose from the following:

**Anthropology** 100, 106, 108, 180, 204, 206, 208, 209, 211, 212, 219, 220, 222, 224, 228, 232, 234, 235, 236

**Business** 101

**Communication Studies** 102, 230

**Cultural and Ethnic Studies** 100, 101, 102, 104, 106, 109, 115, 120, 121, 130, 140, 152, 160, 180, 200, 201, 203, 205, 210, 241, 255, 257, 260, 285, 286, 287, 288

**Economics** 100, 201, 202, 250, 260

**Geography** 100, 102, 105, 123, 200, 207, 250, 258, 277

**History** 101, 102, 103, 110, 115, 120, 146, 147, 148, 185, 207, 209, 210, 211, 212, 214, 223, 230, 236, 242, 245, 246, 250, 261, 280

**Humanities** 224, 230

**International Studies** 105, 123, 150, 200, 201, 202, 204, 227, 261, 280

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

**Political Science** 101, 121, 122, 123, 125, 155, 160, 175, 201, 202, 203, 204, 206, 220, 221, 222, 223, 227, 230

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

**Sociology** 101, 105, 122, 150, 201, 215, 230, 240, 246, 248, 249, 250, 252, 253, 254, 255, 256, 258, 260, 262, 264, 265, 268, 270, 275, 278

### Physics Sequence: 15-18 credits

Three quarter sequence should be taken at one institution (either completed at BC or transferred in as a whole three quarter sequence). If not, see science advisor at the Science Division.

**Physics** 121, 122, 123

### Chemistry with Lab: 5-6 credits

**Chemistry** 161

### Engineering: 8 credits

**Engineering** 214 and 204

### Computer Programming: 10 credits

**Computer Science** 210 and 211

### Additional Courses: 11-17 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 from the following:

**Biology** 211

**Chemistry** 162

**Engineering** 111, 215, 224

**English** 235

**Math** 240, 254, 255

### Cultural Diversity Requirement

BC's General Education requirements have a cultural diversity component. For a list of courses that satisfy the requirement visit [www.bellevuecollege.edu/programs/degrees/culturaldiversity/](http://www.bellevuecollege.edu/programs/degrees/culturaldiversity/).

### Academic Advising

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

\*MRP = Major Related Program

# 2104-15 Non-Transfer Associate Degrees and Certificates



## Non-Transfer Associate Degree Options

Non-transfer associate degrees do 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 or our Bachelor's Degree Programs).

- **Associate in Arts General Studies:** 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.
- **Associate in Occupational and Life Skills:** OLS is an associate degree program designed for post-secondary highly motivated adults with mild developmental delays. This degree prepares students to become self-determined, responsible citizens. Students develop a career pathway, interpersonal skills, and participate in related internship experiences. Admission information available through the OLS at Bellevue College website.
- **Professional/Technical Associate in Arts Degrees:** Earn a degree in a professional or technical field (see pages 39-84).

The information below applies to all the non-transfer associate degrees and certificates listed in this catalog on the following pages.

### GRADUATION APPLICATION

Students must apply for graduation. Submit your graduation application form two quarters prior to the expected graduation date and pay the application fee.

### GRADUATION DEADLINES

Expected Graduation:	Application Due:
Fall Quarter	June 1
Winter Quarter	October 10
Spring Quarter	December 10
Summer Quarter	March 15

### NON-TRADITIONAL CREDITS

BC awards non-traditional credit for prior learning. Credit may be awarded for work completed in private study, at non-accredited institutions, or for certificate/training. Credit is awarded through examination, evaluation of certification/training, or submission of portfolio or other form of assessment. To apply for the credits, students must be registered at the college for the quarter in which non-traditional credits are requested and have completed ten quarter credit hours at the college. For more information, go to [www.bellevuecollege.edu/enrollment/academic/nontraditional/](http://www.bellevuecollege.edu/enrollment/academic/nontraditional/).

### TRANSFER CREDITS

The transferability of certificates or courses from other institutions is not guaranteed and must meet the applicable transfer guidelines of Bellevue College. Transferability will be evaluated on a case-by-case basis.

- For credits from other institutions, meet with a faculty advisor or curriculum advisor for an initial unofficial transcript review.
- Successful planning for all degrees is best done with an advisor or the Program Director.

- For an official review, submit a Petition for Exception to Degree or Certificate Requirements and an official transcript(s) in the prior institution(s) sealed envelope to the Program Chair.

**Petition:** [www.bellevuecollege.edu/services/](http://www.bellevuecollege.edu/services/)

**Program chairs:** [www.bellevuecollege.edu/classes/all/](http://www.bellevuecollege.edu/classes/all/)

### STAYING ON TRACK

Use Degree Audit to track your progress toward completion of this degree at [www.bellevuecollege.edu/degreeaudit/](http://www.bellevuecollege.edu/degreeaudit/). Please refer to [www.bellevuecollege.edu/programs/degrees/](http://www.bellevuecollege.edu/programs/degrees/) for latest degree updates and further information.

### PREREQUISITES

- Courses may be subject to prerequisites and minimum grade requirements. Check online at [www.bellevuecollege.edu/classes/all/](http://www.bellevuecollege.edu/classes/all/).

### BC GENERAL EDUCATION REQUIREMENTS EMBEDDED

We have 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 BC General Education Requirements in Reasoning, Communication, Responsibility, Cultural Traditions, Science & Environment.

### For most up-to-date information

[www.bellevuecollege.edu/programs/degrees/nontransfer/](http://www.bellevuecollege.edu/programs/degrees/nontransfer/)



# 2014-15 Non-Transfer Associate Degrees and Certificates

## General Studies

### ASSOCIATE IN ARTS DEGREE

The Associate in Arts in General Studies 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 and does not fulfill the first two years of general education requirements for a bachelor's degree. See Associate in Arts & Sciences Direct Transfer Degree for transfer purposes.

#### IMPORTANT NOTES AND CONDITIONS

- 90 Applicable College Level Quarter Credits
- Minimum Cumulative GPA 2.0 Required
- A course cannot 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: GEOG 106 is same as GEOL 106 and may only count as GEOG or GEOL] Consult course description in the college catalog or speak with an advisor.
- "P" grade not allowed in Communication Skills, Quantitative, Humanities, Social Sciences, and Natural Sciences.
- Courses listed below are subject to change; visit [www.bellevuecollege.edu/programs/degrees/](http://www.bellevuecollege.edu/programs/degrees/) for the latest degree updates.

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>COMMUNICATION SKILLS</b>		
<i>Choose 5 credits from the following:</i>		<b>5</b>
<b>ENGL&amp; 101</b>	English Composition I (5 Cr)	
<b>CMST&amp; 101</b>	Introduction to Communication (5 Cr)	
<b>CMST 141</b>	Introduction to Media Writing (5 Cr)	
<b>CMST&amp; 220</b>	Public Speaking (5 Cr)	
<b>QUANTITATIVE</b>		
<i>Choose 5 credits from the following:</i>		<b>5</b>
<b>BUS 145</b>	Business Mathematics (5 Cr)	
Any math course numbered 100 or above		
<b>HUMANITIES</b>		
<i>Choose 5 credits from the following (*Performance / Skills courses):</i>		<b>5</b>
<b>Anthropology</b> 208 <b>Art</b> 101, 103, 105, 110*, 111*, 112*, 120*, 121*, 150*, 151*, 153*, 154*, 201, 202, 203, 205, 206, 221*, 222*, <b>225</b> , 230*, 235*, 240*, 242*, 245*, 247*, 253*, 254*, 256*, 260*, 261*, 280* <b>Communication Studies</b> 101, 105, 106, 107, 115, 119, 120, 121, 131, 132, 133, 134, 136, 138, 141, 143, 144, 145, 146, 151, 161, 163, 202, 210, 216, 220, 241, 250, 260, 261, 280, 285 <b>Cultural and Ethnic Studies</b> 100, 101, 102, <b>103</b> , 104, 115, 120, 121, 130, 140, 152, <b>160</b> , <b>180</b> , 200, 210, 255, 257, <b>260</b> , 285, 286, 287, 288 <b>Dance</b> 130*, 131*, 140*, 141*, <b>151*</b> , <b>152*</b> , 201*, 202*, 203* <b>Drama</b> 101, 106, 141, 151*, 152*, 153*, 154*, 155*, 161*, 200, 210, 212, 215, 224, 241, 251*, 252*, 253*, 254*, 256*, 270, 280*, 281*, 284*, 285* <b>English</b> 111, 112, 113, 114, 115, 131, 210, 215, 219, 220, 221, 223, 224, 225, 226, 228, 229, 237, 238, 239, 241, 244, 245, 246, 247, 248, 249, 253, 254, 255, 260, 261, 263, 264, 265, 266, 276, 279 <b>History</b> 101, 102, 103, 110, 115, <b>120</b> , 146, 147, 148, 185, 207, 209, 210, 211, 212, 214, 223, <b>230</b> , 236, 242, 245, 246, 250, <b>261</b> , <b>280</b> <b>Humanities</b> 224, 230 <b>Music</b> 100*, 101*, 102*, 103*, 104*, 105, 106*, 107, 109*, 110, 111, 112, 113, 114, 115, 116, 117, 118, 120*, 126*, 130*, 131*, 132*, 135*, 136*, 139*, 140*, 143*, 150, 151, 152, 153, 156, 157, 200*, 203*, 205*, 206*, 210, 211, 212, 240*, 243* <b>Philosophy</b> 101, 102, 112, 115, 122, 145, 160, <b>201</b> , <b>225</b> , 247, <b>248</b> , <b>260</b> , 265, 267 <b>Arabic</b> 121, 122, 123 <b>American Sign Language</b> 121, 122, 123, 221, 222, 223 <b>Chinese</b> 121, 122, 123, 221, 222, 223 <b>French</b> 121, 122, 123, 131, 132, 133, 221, 222, 223, 231, 232, 233 <b>German</b> 121, 122, 123, 221, 222, 223 <b>Italian</b> 121, 122, 123 <b>Japanese</b> 121, 122, 123, 221, 222, 223 <b>Spanish</b> 121, 122, 123, 221, 222, 223		

Course	Course Title	CR
<b>SOCIAL SCIENCES</b>		
<i>Choose 5 credits from the following:</i>		<b>5</b>
<b>Anthropology</b> 100, 106, <b>180</b> , 204, 206, 208, 209, 211, 212, 214, 219, 220, 222, 224, 228, 232, <b>234</b> , 235, 236 <b>Business</b> 101 <b>Communication Studies</b> 102, 230 <b>Cultural and Ethnic Studies</b> 100, 101, 102, 104, 106, 109, 115, 120, 121, 130, 140, 152, <b>160</b> , <b>180</b> , 200, 201, 203, 205, 210, <b>241</b> , 255, 257, <b>260</b> , 285, 286, 287, 288 <b>Economics</b> 100, 201, 202, 250, <b>260</b> <b>Geography</b> 100, 102, <b>105</b> , <b>123</b> , 200, 207, 250, 258, 277 <b>History</b> 101, 102, 103, 110, 115, <b>120</b> , 146, 147, 148, 185, 207, 209, 210, 211, 212, 214, 223, <b>230</b> , 236, 242, 245, 246, 250, <b>261</b> , <b>280</b> <b>Humanities</b> 224, 230 <b>International Studies</b> <b>105</b> , <b>123</b> , 150, 200, 201, 202, <b>204</b> , <b>227</b> , <b>261</b> , <b>280</b> <b>Philosophy</b> 102, 112, 122, 160, <b>201</b> , <b>248</b> , <b>260</b> , 265 <b>Political Science</b> 101, 121, 122, 123, 125, 155, <b>160</b> , 175, <b>201</b> , 202, 203, 204, 220, <b>227</b> , <b>230</b> <b>Psychology</b> 100, 109, 110, 200, 203, 205, 209, 210, 220, <b>240</b> , 250, 257 <b>Sociology</b> 101, 105, 122, 150, 201, 215, 230, <b>240</b> , 246, 248, 249, 250, 252, 253, 254, 255, 256, 258, 260, 262, 264, 265, 268, 270, 275, 278		
<b>NATURAL SCIENCES</b>		
<i>Choose 5-6 credits from the following:</i>		<b>5-6</b>
<b>Anthropology</b> <b>205</b> , <b>215(L)</b> <b>Astronomy</b> <b>100</b> , <b>101(L)</b> , 201(L) <b>Biology</b> 100(L), 108(L), 125, 135, 150(L), 160(L), 162(L), 211(L), 212(L), 213(L), 241(L), 242(L), 260(L), 275 (L), 276(L) <b>Botany</b> 110(L), 113(L), 120(L) <b>Chemistry</b> <b>100</b> , <b>110 (L)</b> , 121(L), 131(L), 140(L), 161(L), 162(L), 163(L), 261(L) 262(L), 263(L), 265(L), 266(L) <b>Environmental Science</b> 100, 105, <b>110</b> , 207(L), 250(L) <b>Geography</b> <b>106</b> , 205, 206(L) <b>Geology</b> 101(L), 103(L), <b>106</b> , 208(L) <b>Meteorology</b> 101, 211 <b>Nutrition</b> 100, 101 <b>Oceanography</b> 101(L), <b>110</b> <b>Physics</b> 100, 104(L), 105(L), 109(L), 114(L), 115(L), 116(L), 121(L), 122(L), 123(L), 225 <b>Psychology</b> 202		
<b>ELECTIVES</b>		
<i>Choose sufficient credits to meet minimum degree minimum of 90.</i>		<b>65-70</b>
Any course listed in the Communication, Quantitative, Humanities, Social Sciences, Natural Sciences, and all courses numbered 100 or above as listed in the BC college catalog. For a complete course listing, go to: <a href="http://www.bellevuecollege.edu/classes/all/">www.bellevuecollege.edu/classes/all/</a> .		
<b>CULTURAL DIVERSITY</b>		
This degree has a set of BC General Education requirements including Cultural Diversity. For approved courses see page two of worksheet or visit <a href="http://www.bellevuecollege.edu/programs/degrees/culturaldiversity/">www.bellevuecollege.edu/programs/degrees/culturaldiversity/</a> .		
<b>TOTAL</b>		<b>90</b>



## Occupational and Life Skills

### ASSOCIATE DEGREE

OLS at Bellevue College is an innovative 90 credit associate degree program unlike any other program in the nation. This program gives adults with cognitive disabilities the opportunity to acquire an accredited college degree that leads to post-graduation employment rates well above the national average. The curriculum is occupational and life skills based taught through scaffolded instruction and universal design. All OLS courses focus on developing critical thinking skills, soft skills, and self-determination skills. Courses incorporate service learning in the community with local businesses as a way to help students utilize new skills outside of the classroom. Students create a career pathway over a 3 year period that is specific to their self-identified skills, strengths, and passions. An internship of 200 hours related to that career pathway is completed during their last 2 quarters. This internship is mutually beneficial for both the business partner and the intern. Some internships translate into jobs and most students are employed in their career pathway within 3 months after graduation.

OLS students are eligible for state and federal financial aid. Students with the greatest financial need may attend with minimal financial contribution.

All OLS courses focus on developing critical thinking skills, social skills, and self-determination skills. Specialized scaffolded instruction infused with 21st Century skills assists student to learn college content that is directly related to a student's career pathway and life. Courses include service learning in the community with local businesses.

### ADMISSIONS TO THE PROGRAM

The Occupational and Life Skills Associate in Arts degree is a selective-admissions program. To be considered for acceptance into the program, students must follow specific admission guidelines. Current information can be found online at [olsatbellevuecollege.com/admissions-overview/](http://olsatbellevuecollege.com/admissions-overview/).

### ASSESSMENT

OLS uses a grading system that measures performance indicators directly related to 21st Century Skills and Bellevue College approved course outcomes. All courses for OLS are graded Pass/Fail. Detailed information can be found online at [olsatbellevuecollege.com/grading/](http://olsatbellevuecollege.com/grading/).

### INTERNSHIPS

The internship experience at OLS is designed to provide a safe and practical environment for students to develop a deeper understanding of the occupational and interpersonal skills they have learned. Detailed information can be found online at [olsatbellevuecollege.com/internships/](http://olsatbellevuecollege.com/internships/).

### COURSE INFORMATION

The Associate in Occupational and Life Skills (OLS) is a 90-credit degree designed to be completed in four years with a course load of 9 credits per quarter. Course descriptions and sequences can be found online at [www.bellevuecollege.edu/classes/All/OLS/](http://www.bellevuecollege.edu/classes/All/OLS/).

### FREQUENTLY ASKED QUESTIONS

Answers to frequently asked questions can be found online at [olsatbellevuecollege.com/faq/](http://olsatbellevuecollege.com/faq/).

### PROGRAM CONTACT INFORMATION

OLS holds informational meetings each quarter for prospective students, families and educators. See the current schedule online at [olsatbellevuecollege.com/events/](http://olsatbellevuecollege.com/events/), or contact them at [ols@bellevuecollege.edu](mailto:ols@bellevuecollege.edu) or (425) 564-5206.

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
OLS 100	Nutrition, Health and Fitness I	2
OLS 101	Nutrition, Health and Fitness II	2
OLS 102	Human Sexuality	2
OLS 104	Disability Awareness	2

Course	Course Title	CR
OLS 105	Introduction to Communication	2
OLS 106	Communication in the Workplace	2
OLS 107	Healthy Relationships	2
OLS 110	Learning Strategies	2
OLS 111	Learning Strategies in the College Environment	2
OLS 112	News for Daily Living	3
OLS 113	Critical Thinking through Writing	2
OLS 114	Media Advertising	2
OLS 120	Personal Finance I	2
OLS 121	Personal Finance II	2
OLS 122	Personal Finance III	2
OLS 123	Environment and Our Community I	2
OLS 124	Environment and Our Community II	2
OLS 125	Environment and Our Community III	2
OLS 126	Cultural Awareness	2
OLS 130	Critical Thinking through Science	2
OLS 134	Social Change in America	2
OLS 136	Citizenship	2
OLS 140	Introduction to Computers	2
OLS 141	Computer Fundamentals	2
OLS 142	Computer Applications in the Workplace	3
OLS 143	Career Portfolio	2
OLS 144	Office Procedures and Customer Service	2
OLS 170	Self Determination	2
OLS 171	Self Determination in the Workplace	2
OLS 172	Workplace Problem Solving	2
OLS 174	Career Exploration	3
OLS 175	Field Experience I	4
OLS 176	Field Experience II	4
OLS 177	Workplace Readiness	2
OLS 179	Controversial Issues in the Workplace	2
OLS 180	Independent Study	2
Choose 5 credits from the following PE electives:		5
OLS 150	Strength and Fitness (1 Cr)	
OLS 151	Self Defense for Mind and Body (1 Cr)	
OLS 152	Tai Chi for Mind and Body (1 Cr)	
OLS 153	Qigong for Mind and Body (1 Cr)	
OLS 154	Martial Arts for Mind and Body (1 Cr)	
OLS 155	Yoga for Life Balance (1 Cr)	
Choose 6 credits from the following electives:		6
OLS 160	Visual Thinking I (2 Cr)	
OLS 161	Visual Thinking II (2 Cr)	
OLS 162	Radio Theatre (2 Cr)	
OLS 163	Critical Thinking through Film (2 Cr)	
OLS 164	Historical Analysis through Film (2 Cr)	
OLS 165	World Culture Analysis through Film (2 Cr)	
OLS 166	Music Appreciation (2 Cr)	
<b>TOTAL</b>		<b>90</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/nontransfer/aols/](http://www.bellevuecollege.edu/programs/degrees/nontransfer/aols/)

## 2014-15 Non-Transfer Associate Degrees and Certificates

### Occupational and Life Skills

#### CERTIFICATE OF ACHIEVEMENT

BC General Education requirements embedded in this degree are designed to address areas of specific requirements that ensure that students' learning experience prepares them to build fulfilling and successful lives as individuals, workers, citizens, and life-long learners. All coursework applied to this certificate must be approved by program chair. Submit completed form to Enrollment Services when applying for graduation.

Related instruction for BC Certificate of Achievement: Programs of study which are an academic year or more in length for which certificates are granted contain a recognizable body of instruction in program-related areas of 1) communication, 2) computation 3) human relations. Instruction may be either embedded within the program curriculum or taught in blocks of specialized instruction. Additional topics which are covered as appropriate include safety, industrial safety, and environmental awareness.

#### LEARNING OUTCOMES

Certificate recipients should possess the following skills and abilities:

- Demonstrate proficiency with occupational and life skills enumerated in OLS Performance Indicators
- Demonstrate professional interactions through actively and effectively participating in group collaboration
- Apply critical thinking and problem solving skills in life choices and responsibilities
- Apply personal health, nutrition, environment, and finance principles to make healthy life choices
- Apply social thinking skills to various social situations in the working environment and in the community
- Disclose aspects of one's personal disability as appropriate in any given situation
- Employ skills to complete job search and hiring process in a professional manner
- Interview for a job effectively and professionally
- Maintain a job related to personal career pathway for an extended period of time using the skills learned in OLS
- Advocate for appropriate accommodations on a job or in the community

#### ADMISSIONS TO THE PROGRAM

The Occupational and Life Skills Associate in Arts degree is a selective-admissions program. To be considered for acceptance into the program, students must follow specific admission guidelines. Current information can be found online at [olsatbellevuecollege.com/admissions-overview/](http://olsatbellevuecollege.com/admissions-overview/).

#### ASSESSMENT

OLS uses a grading system that measures performance indicators directly related to 21st Century Skills and Bellevue College approved course outcomes. All courses for OLS are graded Pass/Fail. Detailed information can be found online at [olsatbellevuecollege.com/grading/](http://olsatbellevuecollege.com/grading/).

#### FREQUENTLY ASKED QUESTIONS

Answers to frequently asked questions can be found online at [olsatbellevuecollege.com/faq/](http://olsatbellevuecollege.com/faq/).

#### PREREQUISITES

Courses may be subject to prerequisites and minimum grade requirements. Check online at [www.bellevuecollege.edu/classes/All/OLS/](http://www.bellevuecollege.edu/classes/All/OLS/).

#### PROGRAM CONTACT INFORMATION

OLS holds informational meetings each quarter for prospective students, families and educators. See the current schedule online at [olsatbellevuecollege.com/events/](http://olsatbellevuecollege.com/events/), or contact them at [ols@bellevuecollege.edu](mailto:ols@bellevuecollege.edu) or (425) 564-5206.

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>OLS 100</b>	Nutrition, Health and Fitness I	<b>2</b>
<b>OLS 102</b>	Human Sexuality	<b>2</b>
<b>OLS 104</b>	Disability Awareness	<b>2</b>
<b>OLS 105</b>	Introduction to Communication	<b>2</b>
<b>OLS 106</b>	Communication in the Workplace	<b>2</b>
<b>OLS 107</b>	Healthy Relationships	<b>2</b>
<b>OLS 110</b>	Learning Strategies	<b>2</b>
<b>OLS 111</b>	Learning Strategies in the College Environment	<b>2</b>
<b>OLS 112</b>	News for Daily Living	<b>3</b>
<b>OLS 120</b>	Personal Finance I	<b>2</b>
<b>OLS 130</b>	Critical Thinking through Science	<b>2</b>
<b>OLS 140</b>	Introduction to Computers	<b>2</b>
<b>OLS 141</b>	Computer Fundamentals	<b>2</b>
<b>OLS 143</b>	Career Portfolio	<b>2</b>
<b>OLS 170</b>	Self Determination	<b>2</b>
<b>OLS 171</b>	Self Determination in the Workplace	<b>2</b>
<b>OLS 174</b>	Career Exploration	<b>3</b>
<i>Choose 5 credits from the following PE electives:</i>		<b>3</b>
<b>OLS 150</b>	Strength and Fitness (1 Cr)	
<b>OLS 151</b>	Self Defense for Mind and Body (1 Cr)	
<b>OLS 152</b>	Tai Chi for Mind and Body (1 Cr)	
<b>OLS 153</b>	Qigong for Mind and Body (1 Cr)	
<b>OLS 154</b>	Martial Arts for Mind and Body (1 Cr)	
<b>OLS 155</b>	Yoga for Life Balance (1 Cr)	
<i>Choose 6 credits from the following electives:</i>		<b>6</b>
<b>OLS 158</b>	Introduction to the Theater (2 Cr)	
<b>OLS 159</b>	Introduction to Acting (2 Cr)	
<b>OLS 160</b>	Visual Thinking I (2 Cr)	
<b>OLS 161</b>	Visual Thinking II (2 Cr)	
<b>OLS 162</b>	Radio Theatre (2 Cr)	
<b>OLS 163</b>	Critical Thinking through Film (2 Cr)	
<b>OLS 164</b>	Historical Analysis through Film (2 Cr)	
<b>OLS 165</b>	World Culture Analysis through Film (2 Cr)	
<b>OLS 166</b>	Music Appreciation (2 Cr)	
<b>TOTAL</b>		<b>45</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/nontransfer/aols/](http://www.bellevuecollege.edu/programs/degrees/nontransfer/aols/)

# 2014-15 Professional/Technical Degrees & Certificates



## Professional/Technical Degrees & Certificates Options

Our programs are designed for people with diverse interests at different stages of life. Whether you're a new college student, a seasoned professional, or a dedicated hobbyist, we have programs that help you pursue your educational goals and personal interests. We offer a broad selection of credit and non-credit programs in professional and technical fields. In most cases, full-time students can complete:

- 90-credit programs in two academic years
- 45-credit programs in one academic year
- 30-credit programs in two quarters
- Non-credit certificates within 5-24 months

See the next page for a complete list of all our professional/technical degree & certificate options.

The information on this page applies to all the professional/technical degrees and certificates listed in this catalog on the following pages.

### CULTURAL DIVERSITY REQUIREMENT (CDR)

Below is a complete listing of all the courses that meet the college's Cultural Diversity requirements for the Associate Transfer Degrees. Classes will be applied toward either the Humanities, Social Science, Natural Sciences or electives.

The following transferable courses meet the Cultural Diversity requirement:

- **Anthropology** 100, 104, 106, 108, 117, 180, 200, 206, 208, 209, 210, 211, 212, 214, 219, 220, 222, 224, 235, 260, 265;
- **Art** 103
- **Cultural and Ethnic Studies** 100, 101, 106, 109, 120, 121, 130, 140, 152, 180, 200, 201, 203, 205, 210, 241, 257;
- **Communication Studies** 134, 250, 280
- **French** 131, 132, 133, 231, 232, 233
- **Geography** 123, 200, 277
- **History** 185, 246
- **International Studies** 123
- **Music** 117
- **Philosophy** 102, 145, 265
- **Psychology** 250
- **Sociology** 101, 120, 121, 122, 201, 205, 210, 215, 222, 230, 248, 249, 253, 254, 257, 260, 262, 264, 267, 268, 275

The following restrictive electives also meet the Cultural Diversity requirement:

- **Allied Health** 140
- **Business** 120, 241
- **Criminal Justice** 242
- **Education** 150, 240, 286
- **Human Development** 140
- **Marketing Management** 200
- **Nursing** 290

For more information, go to: [www.bellevuecollege.edu/programs/degrees/culturaldiversity/](http://www.bellevuecollege.edu/programs/degrees/culturaldiversity/)

### DEGREE REQUIREMENTS

Must earn a cumulative GPA of 2.00 in all course-work taken at BC, and in all courses applied to the degree. A minimum of 30 credits of the total must be completed at BC. **For more information, go to:** [www.bellevuecollege.edu/enrollment/records/standards/](http://www.bellevuecollege.edu/enrollment/records/standards/)

### GENERAL EDUCATION REQUIREMENTS

BC General Education requirements embedded in this degree are 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. **For more information, go to:** [www.bellevuecollege.edu/programs/degrees/gened/](http://www.bellevuecollege.edu/programs/degrees/gened/)

### GRADUATION APPLICATION

Students must apply for graduation. Submit your graduation application form two quarters prior to the expected graduation date and pay the application fee.

### GRADUATION DEADLINES

Expected Graduation:	Application Due:
Fall Quarter	June 1
Winter Quarter	October 10
Spring Quarter	December 10
Summer Quarter	March 15

### NON-TRADITIONAL CREDITS

BC awards non-traditional credit for prior learning. Credit may be awarded for work completed in private study, at non-accredited institutions, or for certificate/training. Credit is awarded through examination, evaluation of certification/training, or submission of portfolio or other form of assessment. To apply for the credits,

students must be registered at the college for the quarter in which non-traditional credits are requested and have completed ten quarter credit hours at the college. For more information, go to [www.bellevuecollege.edu/enrollment/academic/nontraditional/](http://www.bellevuecollege.edu/enrollment/academic/nontraditional/).

### PREREQUISITES

- Courses may be subject to prerequisites and minimum grade requirements. Check online at [www.bellevuecollege.edu/classes/all/](http://www.bellevuecollege.edu/classes/all/).
- Successful planning for all degrees is best done with an advisor or the program chair.

### TRANSFER CREDITS

The transferability of certificates or courses from other institutions is not guaranteed and must meet the applicable transfer guidelines of Bellevue College. Transferability will be evaluated on a case-by-case basis.

- For credits from other institutions, meet with a faculty advisor or curriculum advisor for an initial unofficial transcript review.
- For an official review, submit a Petition for Exception to Degree or Certificate Requirements and an official transcript(s) in the prior institution(s) sealed envelope to the program chair.

**Petition:** [www.bellevuecollege.edu/services/](http://www.bellevuecollege.edu/services/)

**Program chairs:** [www.bellevuecollege.edu/classes/all/](http://www.bellevuecollege.edu/classes/all/)

### STAYING ON TRACK

Use Degree Audit to track your progress toward completion of this degree at [www.bellevuecollege.edu/degreeaudit/](http://www.bellevuecollege.edu/degreeaudit/). Please refer to [www.bellevuecollege.edu/programs/degrees/](http://www.bellevuecollege.edu/programs/degrees/) for latest degree updates and further information.

### For most up-to-date information

[www.bellevuecollege.edu/programs/degrees/proftech/](http://www.bellevuecollege.edu/programs/degrees/proftech/)



# 2014-15 Professional/Technical Degrees & Certificates



## DEGREES & CERTIFICATES KEY

CODE	TYPE OF DEGREE
<b>AAS-T</b>	Associates in Applied Science – Transfer Degree
<b>AA</b>	Associate in Arts Degree
<b>ACH</b>	Certificate of Achievement
<b>ACC</b>	Certificate of Accomplishment
<b>COM</b>	Certificate of Completion

## For most up-to-date information

[www.bellevuecollege.edu/programs/degrees/proftech/](http://www.bellevuecollege.edu/programs/degrees/proftech/)

### ACCOUNTING

#### Accounting AAS-T

##### Accounting AA

- Accounting Assistant **ACH**
- Bookkeeping **ACC**
- Accounting Information Systems **ACC**
- Financial Data Report Specialist **ACC**
- Accounting Preparation **COM**

### ALCOHOL & DRUG COUNSELING

#### Alcohol and Drug Counseling **ACH**

### ALLIED HEALTH (formerly Health Professions)

#### Allied Health AAS-T

- Clinical Lab Assistant **ACH**
- Emergency Department Technician **ACH**
- Health Unit Coordinator **ACH**
- Medical Administrative Assistant **ACH**
- Phlebotomy Technician **ACC**

### BUSINESS INTELLIGENCE

#### Business Intelligence Developer **ACC**

#### Business Intelligence Analyst **ACC**

### BUSINESS MANAGEMENT

#### Business Management AAS-T

#### Business Management AA

- Entrepreneurship **ACC**
- Project Management **ACC**

### BUSINESS TECHNOLOGY

#### Business Technology AA

- Web Marketing Specialist **ACH**
- Administrative Assistant **ACH**
- Advanced Business Software Specialist **ACH**
- Human Resources Assistant **ACH**
- Desktop Publishing for Print and Web **ACC**
- Business Software Specialist **ACC**
- Office Assistant **ACC**
- Database User Specialist **ACC**

### CRIMINAL JUSTICE

#### Criminal Justice AAS-T

### DIAGNOSTIC ULTRASOUND TECHNOLOGY

#### Diagnostic Ultrasound Technology AA

### DIGITAL MEDIA ARTS

#### Digital Media Arts AA

- Advanced Video Production **ACH**

### EARLY LEARNING AND TEACHER EDUCATION

#### Early Childhood Education AAS-T

#### Early Childhood Education AA

- State Early Childhood Education Certificate **ACH**
- State Short Certificate of Specialization Infants and Toddlers **ACC**
- State Short Certificate of Specialization General **ACC**
- State Initial Early Childhood Education Certificate **COM**

### HEALTH PROFESSIONS (See Allied Health)

### INFORMATION SYSTEMS

#### Information Systems AAS-T

- Introductory .Net Programming **ACH**
- Programming for Mobile & Web Development **ACH**
- Database Administration Assistant **ACC**
- Intermediate Applications Developer **ACC**
- Introductory C++ Programming **ACC**
- Database Report Developer **ACH**
- Database Analyst **ACC**
- Cloud Technologies **COM**
- Mobile Technologies **COM**

### INTERIOR DESIGN

#### Interior Studies AA

### MARKETING MANAGEMENT

#### Marketing Management AA

- Retail Management **ACH**
- Sales & Marketing **ACH**
- Sales & Marketing **ACC**

### MOLECULAR SCIENCES

#### Molecular Sciences Technician AAS-T

### NETWORK SERVICES & COMPUTING SYSTEMS INFORMATION TECHNOLOGY

#### Network Services & Computing Systems AAS-T

#### Network Services & Computing Systems AA

- Cisco Support Technician Information Technology **ACH**
- Microsoft Network Support Information Technology **ACH**
- Application & Desktop Support Specialist **ACH**
- Operating System Support Specialist **ACH**

### NEURODIAGNOSTIC

#### Neurodiagnostic Technology AA

### NUCLEAR MEDICINE TECHNOLOGY

#### Nuclear Medicine Technology AA

### NURSING

#### Nursing AAS-T

- Nursing Assistant Certified **COM**

### PHYSICAL EDUCATION

#### Personal Fitness Trainer **COM**

#### Wilderness Skills **COM**

### RADIATION THERAPY

#### Radiation Therapy AA

### RADIOLOGIC TECHNOLOGY

#### Radiologic Technology AA

- Imaging Aide **COM**

### TRANSLATION & INTERPRETATION

#### Interpretation **ACC**

#### Translation **ACC**

# Accounting

## Accounting

### ASSOCIATE IN APPLIED SCIENCE-T DEGREE

The Associate in Applied Science-T Accounting degree combines technical courses required for job preparation and college-level general education courses. These degrees are designed for the dual purpose of immediate employment and preparation for the junior year in a Washington state bachelor of applied science (BAS) degree program. This provides a strong background in accounting, preparing students for a wide range of career options in the accounting field and has the option to earn national certifications as well as several embedded program certificates, while earning the degree.

#### LEARNING OUTCOMES

Degree recipients should possess the skills and abilities described below:

- Correctly use accounting terminology
- Analyze and record financial transactions and properly report financial information
- Use critical thinking skills to identify and solve problems in accounting
- Analyze and record financial transactions using general ledger computerized software for a small-to medium-sized business
- Perform accounting procedures employed in a typical payroll accounting system

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>ACCT 101*</b>	Applied Accounting I	5
<b>ACCT 102*</b>	Applied Accounting II	5
<b>ACCT 135</b>	Business Payroll Tax Accounting	3
<b>ACCT 160</b>	Washington State: Tax and Audit	3
<b>ACCT 172</b>	Small Business Computerized Accounting	5
<b>ACCT 234*</b>	Managerial Accounting	5
<b>ACCT 245</b>	Accounting Information Systems	5
<b>ACCT 250</b>	Intermediate Accounting	5
<b>ACCT 260</b>	Accounting for Not-for-Profit Agencies	5
<b>ACCT 285</b>	Federal Income Taxes	5
<b>ACCT 146</b>	10-Key	1
<b>BTS 165</b>	Business Spreadsheet Analysis & Design	5
*ACCT& 201, 202 and 203 may be substituted for ACCT 101, 102 and 234		
Choose 5 credits from the following:		5
<b>BTS 165</b>	Business Spreadsheet Analysis & Design (5 Cr)	
<b>BUS&amp; 201</b>	Business Law (5 Cr)	
<b>COMMUNICATION</b>		
<b>ENGL&amp; 101</b>	English Composition I (5 Cr)	5
Choose 5 credits from the following:		5
<b>ENGL 201</b>	The Research Paper (5 Cr)	
<b>ENGL&amp; 235</b>	Technical Writing (5 Cr)	
<b>ENGL 271</b>	Expository Writing (5 Cr)	
<b>QUANTITATIVE</b>		
Choose 5 credits from the following:		5
<b>MATH 130</b>	Introduction to Statistics (5 Cr) Any college-level math of 107 or higher (5 Cr)	

Course	Course Title	CR
<b>NATURAL SCIENCE, SOCIAL SCIENCE, HUMANITIES</b>		
Choose 10 credits of the following, or AAS-DTA list. One course must meet the Cultural Diversity Requirement (CDR).		10
<b>BUS&amp; 101</b>	Introduction to Business (5 Cr)	
<b>CES 241</b>	Multicultural Business Consulting (5 Cr)	
<b>CMST 202</b>	Survey of Speech Communication (5 Cr)	
<b>CMST&amp; 210</b>	Interpersonal Communication (5 Cr)	
<b>CMST&amp; 230</b>	Small Group Communication (5 Cr)	
<b>CMST 250</b>	Organizational Communication (5 Cr)	
<b>CMST 280</b>	Intercultural Communication (5 Cr)	
<b>ECON&amp; 201</b>	Microeconomics (5 Cr)	
<b>ECON&amp; 202</b>	Macroeconomics (5 Cr)	
<b>ELECTIVES</b>		
Choose 10-15 credits from the following:		10-15
<b>ACCT 240</b>	Computerized Accounting (5 Cr)	
<b>ACCT 272</b>	QuickBooks Certification (2 Cr)	
<b>ACCT 288</b>	Bookkeeping Certification (10 Cr)	
<b>BTS 144</b>	Personal Information Manager (3 Cr)	
<b>BTS 168</b>	Business Data Management Tools (5Cr)	
<b>BTS 265</b>	Advanced Business Spreadsheet Analysis & Design (5 Cr)	
<b>BTS 268</b>	Advanced Business Data Management Tools (5 Cr)	
<b>BUS 120</b>	Organizational Behavior (5 Cr)	
<b>BUS 221</b>	Human Resource Management (5 Cr)	
<b>BUSIT 103</b>	SQL Fundamentals (5 Cr)	
<b>EXPRL 191/2/3</b>	Academic Internship Experience (V 1-5 Cr)	
<b>PROG 160</b>	System Analysis and Design (5 Cr)	
<b>TOTAL</b>		92-97

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/acct/#Accounting\\_AAS-T](http://www.bellevuecollege.edu/programs/degrees/proftech/acct/#Accounting_AAS-T)

## Accounting

### ASSOCIATE IN ARTS DEGREE

The Associate of Arts Accounting degree provides a strong background in accounting, preparing students for a wide range of career options in the accounting field. This degree is designed to prepare students for immediate employment. The degree has the option to earn national certifications as well as several embedded program certificates, while earning the degree.

#### LEARNING OUTCOMES

Degree recipients should possess the skills and abilities described below:

- Correctly use accounting terminology
- Analyze and record financial transactions and properly report financial information
- Use critical thinking skills to identify and solve problems in accounting
- Analyze and record financial transactions using general ledger computerized software for a small-to medium-sized business
- Perform accounting procedures employed in a typical payroll accounting system

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>ACCT 135</b>	Business Payroll Tax Accounting	3
<b>ACCT 160</b>	Washington State: Tax and Audit	3
<b>ACCT 172</b>	Small Business Computerized Accounting	5
<b>ACCT 245</b>	Accounting Information Systems	5
<b>ACCT 250</b>	Intermediate Accounting	5

Continued on next page...

## Accounting

Course	Course Title	CR
<b>ACCT 285</b>	Federal Income Taxes	<b>5</b>
<b>ACCT 146</b>	10-Key	<b>1</b>
<b>BUS 120</b>	Organizational Behavior	<b>5</b>
Choose 5 credits from the following:		<b>5</b>
<b>BUS 145</b>	Business Mathematics (5 Cr) Any college level Math 107 or higher (5 Cr)	
<b>BUS&amp; 201</b>	Business Law (5 Cr)	
<b>ENGL&amp; 101</b>	English Composition I (5 Cr)	
<b>ENGL&amp; 235</b>	Technical Writing (5 Cr)	
Choose 5 credits from the following:		<b>5</b>
<b>ACCT 101</b>	Practical Accounting I (5 Cr)	
<b>ACCT&amp; 201</b>	Principles of Accounting (5 Cr)	
Choose 5 credits from the following:		<b>5</b>
<b>ACCT 102</b>	Practical Accounting II (5 Cr)	
<b>ACCT&amp; 202</b>	Principles of Accounting II (5 Cr)	
Choose 5 credits from the following:		<b>5</b>
<b>ACCT&amp; 203</b>	Principles of Accounting (5 Cr)	
<b>ACCT 234</b>	Managerial Accounting (5 Cr)	
<b>ELECTIVES</b>		
Choose 8-10 credits from the following:		<b>8-10</b>
<b>ACCT 240</b>	Computerized Accounting (5 Cr)	
<b>ACCT 260</b>	Accounting for Non-Profit Agencies (5 Cr)	
<b>ACCT 272</b>	QuickBooks Certification (2 Cr)	
<b>ACCT 288</b>	Bookkeeping Certification (10 Cr)	
<b>BTS 144</b>	Personal Information Manager (3 Cr)	
<b>BTS 265</b>	Advanced Business Spreadsheet Analysis & Design (5 Cr)	
<b>BUSIT 103</b>	SQL Fundamentals (5 Cr)	
Choose 5 credits from the following:		<b>5</b>
<b>BTS 109</b>	Business Communications (5 Cr)	
<b>BTS 168</b>	Business Data Management Tools (5 Cr)	
<b>BUS&amp; 101</b>	Introduction to Business (5 Cr)	
<b>BUS 241</b>	Multicultural Business Consulting (5 Cr)	
<b>ECON 100</b>	Introduction to Basic Economic Principles (5 Cr)	
<b>EXPL 191/2/3</b>	Academic Internship Experience (V 1-5 Cr)	
<b>PROG 160</b>	Systems Analysis and Design (5 Cr)	
<b>SOCIAL SCIENCE</b>		
Choose 5 credits from the following, or any social science course from the Associate in Business Degree – DTA		<b>5</b>
<ul style="list-style-type: none"> <li>■ Anthropology (ANTH, ANTH&amp;) 204</li> <li>■ Geography (GEOG, GEOG&amp;) 100, 207</li> <li>■ HISTORY (HIST) 115, 120, 223, 250</li> </ul>		
The <b>BOLD</b> numbers are shared (cross-listed) courses with other departments. These courses can count only once for credit [Example: GEOG 106 is the same as GEOL 106 and may only count as GEOG or GEOL]. Consult course catalog or meet with an advisor.		
<b>TOTAL</b>		<b>90-92</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/acct/#accounting](http://www.bellevuecollege.edu/programs/degrees/proftech/acct/#accounting)

### Accounting Assistant CERTIFICATE OF ACHIEVEMENT

The Accounting Assistant Certificate emphasizes practical skills in the accounting field as well as providing an introduction to business management. Embedded in the certificate is a national certification in a leading accounting software package. Students completing the certificate are employable as AP, AR or payroll clerks or any entry level accounting support position.

#### LEARNING OUTCOMES

Degree recipients should possess the skills and abilities described below:

- Analyze & record transactions including general accounting transactions, payroll.
- Perform fundamental accounting transactions
- Prepare financial reports using selected small business computerized accounting software, database and spreadsheet programs
- Communicate accounting results to management

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>ACCT 135</b>	Business Payroll Accounting	<b>3</b>
<b>ACCT 172</b>	Small Business Computerized Accounting	<b>5</b>
<b>BTS 146</b>	10-Key	<b>1</b>
<b>BTS 165</b>	Business Spreadsheet Analysis & Design	<b>5</b>
Choose 5 credits from the following:		<b>5</b>
<b>BUS 145</b>	Business Mathematics (5 Cr) Any college level math of 107 or higher (5 Cr)	
Choose 5 credits from the following:		<b>5</b>
<b>ACCT 101</b>	Practical Accounting I (5 Cr)	
<b>ACCT&amp; 201</b>	Principles of Accounting I (5 Cr)	
Choose 5 credits from the following:		<b>5</b>
<b>ACCT 102</b>	Practical Accounting II (5 Cr)	
<b>ACCT&amp; 202</b>	Principles of Accounting II (5 Cr)	
Choose one of the following:		<b>2-3</b>
<b>BTS 144</b>	Personal Information Manager (3 Cr)	
<b>ACCT 160</b>	Washington State: Tax and Audit (3 Cr)	
<b>ACCT 272</b>	QuickBooks Certification (2 Cr)	
Choose 5 credits from the following:		<b>5</b>
<b>BTS 109</b>	Business Communications (5 Cr)	
<b>ENGL&amp; 101</b>	English Composition (5 Cr)	
Choose 5 credits from the following:		<b>5</b>
<b>BUS 120</b>	Organizational Behavior (5 Cr)	
<b>BUS 221</b>	Human Resource Management (5 Cr)	
Choose 5 credits from the following:		<b>5</b>
<b>ACCT&amp; 203</b>	Principles of Accounting III (5 Cr)	
<b>ACCT 234</b>	Managerial Accounting (5 Cr)	
<b>BTS 168</b>	Business Data Management Tools (5 Cr)	
<b>BTS 265</b>	Advanced Business Spreadsheet Analysis & Design (5 Cr)	
<b>BUS&amp; 101</b>	Introduction to Business	
<b>TOTAL</b>		<b>46-47</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/acct/#acctassistant](http://www.bellevuecollege.edu/programs/degrees/proftech/acct/#acctassistant)

## Bookkeeping

### CERTIFICATE OF ACCOMPLISHMENT

The Bookkeeping Certificate emphasizes practical skills in the accounting field. Embedded in the certificate is a national certification in a leading accounting software package. Students completing the certificate are employable as AP, AR or payroll clerks for entry level positions.

#### LEARNING OUTCOMES

Degree recipients should possess the skills and abilities described below:

- Analyze & record transactions including general accounting transactions, payroll.



## Accounting

- Perform fundamental accounting transactions
- Prepare financial reports using selected small business computerized accounting software and spreadsheet programs.

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>ACCT 135</b>	Business Payroll Tax Accounting	<b>3</b>
<b>ACCT 172</b>	Small Business Computerized Accounting	<b>5</b>
<b>ACCT 146</b>	10-Key	<b>1</b>
<b>BTS 165</b>	Business Spreadsheet Analysis and Design	<b>5</b>
Choose 5 credits from the following:		<b>5</b>
<b>BUS 145</b>	Business Mathematics (5 Cr) Any college level math 107 or higher (5 Cr)	
Choose 5 credits from the following:		<b>5</b>
<b>ACCT 101</b> <b>ACCT&amp; 201</b>	Practical Accounting I (5 Cr) Principles of Accounting I (5 Cr)	
Choose 5 credits from the following:		<b>5</b>
<b>ACCT 102</b> <b>ACCT&amp; 202</b>	Practical Accounting II (5 Cr) Principles of Accounting II (5 Cr)	
<b>TOTAL</b>		<b>29</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/acct/#bookkeeping](http://www.bellevuecollege.edu/programs/degrees/proftech/acct/#bookkeeping)

### Accounting Information Systems

#### CERTIFICATE OF ACCOMPLISHMENT

The Accounting Information Systems certificate emphasizes computerized accounting for small to mid-range organizations. The certificate incorporates the use of various computerized accounting systems and the techniques to analyze data management, structure, flow and system design.

#### LEARNING OUTCOMES

Certificate recipients should possess the following skills & abilities:

- Analyze a business' accounting systems needs
- Analyze and record transactions
- Evaluate security needs
- Perform extensive hands-on work using the software
- Perform fundamental accounting transactions
- Prepare and communicate accounting information analysis, using selected information system software

Course	Course Title	CR
<b>ACCT 172</b>	Small Business Computerized Accounting	<b>5</b>
<b>ACCT 240</b>	Computerized Accounting	<b>5</b>
<b>ACCT 245</b>	Accounting Information Systems	<b>5</b>
<b>BTS 168</b>	Business Data Management Tools	<b>5</b>
<b>BUSIT 103</b>	SQL Fundamentals	<b>5</b>
<b>PROG 160</b>	Systems Analysis and Design	<b>5</b>
<b>TOTAL</b>		<b>30</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/acct/#accountinfo](http://www.bellevuecollege.edu/programs/degrees/proftech/acct/#accountinfo)

### Financial Data Report Specialist

#### CERTIFICATE OF ACCOMPLISHMENT

The Financial Data Report Specialist certificate emphasizes database and database reporting of financial and managerial information used for decision making and analysis. There is an emphasis on data analysis and reporting tools such as spreadsheets and databases.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Use spreadsheets and database programs for data collection and information reporting of financial and managerial accounting data
- Perform decision making through data collection and analysis
- Prepare and communicate managerial accounting analysis used in decision making
- Prepare and communicate financial accounting information analysis, using selected information system software

Course	Course Title	CR
<b>ACCT 234</b>	Managerial Accounting	<b>5</b>
<b>ACCT 245</b>	Accounting Information Systems	<b>5</b>
<b>BTS 265</b>	Advanced Business Spreadsheet Analysis & Design	<b>5</b>
<b>BTS 268</b>	Advanced Business Data Management Tools	<b>5</b>
<b>BUSIT 103</b>	SQL Fundamentals	<b>5</b>
<b>PROG 175</b>	Database Reporting	<b>5</b>
<b>TOTAL</b>		<b>30</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/acct/#report](http://www.bellevuecollege.edu/programs/degrees/proftech/acct/#report)

### Accounting Preparation

#### CERTIFICATE OF COMPLETION

This 16-credit certificate is the foundation coursework for students to begin accounting studies (suggested first-quarter course of study in accounting).

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Demonstrate a basic understanding of accounting principles
- Use industry-standard financial tools

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>ACCT 101</b>	Practical Accounting I	<b>5</b>
<b>ACCT 146</b>	10-Key	<b>1</b>
<b>BTS 165</b>	Business Spreadsheet Analysis & Design	<b>5</b>
Choose 5 credits from the following:		<b>5</b>
<b>BUS 145</b>	Business Mathematics (5 Cr) Any college level Math of 107 or higher (5 Cr)	
<b>TOTAL</b>		<b>16</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/acct/#acctprep](http://www.bellevuecollege.edu/programs/degrees/proftech/acct/#acctprep)

## Alcohol & Drug Counseling (ALDAC)

### Alcohol & Drug Counseling

#### CERTIFICATE OF ACHIEVEMENT

The certificate in Alcohol & Drug Counseling provides the knowledge, skills and training required for counseling in the field of chemical dependency treatment. The program is designed for students completing state-defined requirements for licensure or certification as a chemical dependency professional (CDP), probation assessment officer (PAO), alcohol/drug information (ADIS) instructor and substance abuse prevention specialist (SAPS).

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Distinguish the four basic theoretical perspectives on the cause of chemical dependency and the specific theoretical understanding of chemical dependency outlined in the Revised Code of Washington
- Implement the core elements of assessment and diagnosis of chemical dependency
- Create and implement individualized treatment plans designed to assist alcoholic and drug addicted individuals to achieve and maintain abstinence from mood-altering substances
- Engage in the case management of alcoholic and drug addicted individuals referred to chemical dependency treatment by employers, families and the legal system
- Demonstrate understanding of various theoretical principles of one to one, group, relapse prevention and continuing care counseling
- Competently use the skills needed to effectively counsel alcoholic and drug addicted individuals in one to one, group, relapse prevention and continuing care counseling sessions
- Competently maintain the medical records of alcoholic and drug addicted individuals
- Demonstrate understanding of Federal and State laws related to the field of chemical dependency counseling including but not limited to confidentiality, mandatory reporting and the Uniform Disciplinary Act

Course	Course Title	CR
ALDAC 100	Professional Development in Addiction Counseling	1
ALDAC 102	Chemical Dependency Pharmacology of Alcohol & Other Drugs	3
ALDAC 105	Chemical Dependency Client & Family Education	3
ALDAC 106	Chemical Dependency Individual Counseling	3
ALDAC 108	Chemical Dependency Case Management	3
ALDAC 125	Chemical Dependency Assessment & Diagnosis	2
ALDAC 150	Chemical Dependency Relapse Prevention	3
ALDAC 160	Chemical Dependency Culturally Competent Counseling	2
ALDAC 204	Chemical Dependency Adolescent Assessment & Treatment	2
ALDAC 206	Chemical Dependency Group Counseling	3
ALDAC 207	Chemical Dependency HIV AIDS Brief Risk Intervention	1
ALDAC 220	Chemical Dependency Clinical Practicum	3
ALDAC 225	Chemical Dependency Ethics & Laws	3
ALDAC 230	Chemical Dependency Family & Couples Counseling	3
ALDAC 235	Chemical Dependency Human Development	4
ALDAC 240	Chemical Dependency Psychopathology	4
HSSA& 101	Introduction to Addictive Drugs	3
<b>TOTAL</b>		<b>46</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/aldac/](http://www.bellevuecollege.edu/programs/degrees/proftech/aldac/)

## Allied Health (Formerly Health Professions)

### Allied Health

#### ASSOCIATE IN APPLIED SCIENCE-T DEGREE

#### Pending NWCCU Approval

The Associate of Applied Science-Transfer Allied Health degree is a bridge between allied health certificates and a transfer degree. The degree is designed to prepare students to enter the allied health workplace with strong knowledge and skills in college-level math, science, social science and humanities. Degree completers are also eligible to enter related BAS programs at Bellevue College or other system colleges. The degree is designed to provide vertical mobility to individuals with professional certificates in Allied Health disciplines or to provide skills to individuals who have general education credits but no professional training. The degree also provides a link between a certificate, the associate degree, and an applied baccalaureate degree.

#### IMPORTANT NOTES AND CONDITIONS

- A course cannot be credited toward more than one distribution or skill area.
- The **BOLDED** numbers are shared (cross listed) courses with other departments. These courses can count only once for credit [Example: GEOG 106 is same as GEOL 106 and may only count as GEOG or GEOL]. Consult course catalog or meet with an advisor.
- "P" grade not allowed in Written Communication, Quantitative/Symbolic Reasoning, Humanities, Social Sciences, and Natural Sciences.
- **Restricted:** ANY college level courses not listed in any of the skill area, distribution or transferable electives (generally professional/technical and human development classes)
- **Cultural Diversity:** Bellevue College requires that one of the distribution courses meet the colleges Cultural Diversity requirement. For the most up-to-date information, go to: [www.bellevuecollege.edu/programs/degrees/culturaldiversity/](http://www.bellevuecollege.edu/programs/degrees/culturaldiversity/). AHE140 meets the Cultural Diversity requirement.

Course Title	CR
<b>MAJOR / CORE REQUIREMENT</b>	
<i>Complete one or more of the professional certificates in an Allied Health Discipline totaling at least 40 credits.</i>	
Medical Administrative Assistant	<b>49</b>
Health Unit Coordinator	<b>64</b>
Phlebotomy Technician	<b>40</b>
Clinical Laboratory Assistant	<b>45</b>
Emergency Department Technician	<b>50</b>
Alcohol and Drug Counseling	<b>46</b>
<b>GENERAL EDUCATION</b>	
<i>Complete 26 credits of General Education from the following distribution areas:</i>	
<b>COMMUNICATION</b>	
<b>ENGL&amp; 101</b> English Composition (5 Cr)	<b>5</b>
<b>QUANTITATIVE</b>	
<i>Choose 5 credits from the following Mathematics courses:</i>	<b>5</b>
<b>Mathematics</b> 107*, 130*, 131, 132, 138, 141,142, 148, 151, 152, 153, 208, 238, 240, 254, 255	
<b>HUMANITIES</b>	
<i>Choose 5 credits from the following Humanities courses:</i>	<b>5</b>
<b>Anthropology</b> 208	
<b>Art</b> 101, <b>103</b> , 105, 110*, 111*, 112*, 120*, 121*, 150*, 151*, 153*, 154*, 201, 202, 203, 205, 206, 221*, 222*, 225, 230*, 235*, 240*, 242*, 245*, 247*, 253*, 254* 256*, 260*, 261*, 280*	
<b>Communication Studies</b> 101, 105, 106, 107, 115, 119, <b>120</b> , <b>121</b> , 131, 132, 133, 134, 136, 138, 141,143, 144, 145, 146, 151, 161, 163, 201, 202, 210, 216, 220, 240, 241, 250, 260, 261, 280, 285	
<b>Cultural and Ethnic Studies</b> 100, 101, 102, 103, 104, 115, 120, 121, 130,140, 152, <b>160</b> , <b>180</b> , 200, 210, 255, 257, <b>260</b> , 285, 286, 287, 288	
<b>CONTINUED IN NEXT COLUMN...</b>	

Course Title	CR
<b>CONTINUED FROM PREVIOUS COLUMN...</b>	
<b>Dance</b> 130*, 131*, 140*, 141*, <b>151*</b> , <b>152*</b> , 201*, 202*, 203*	
<b>Drama</b> 101, 106, 141, 151*, 153*, 154*, 155*, <b>159*</b> , 161*, 200 , 210, 212, 215, 224, 241, 251*, 252*, 253*, 254*, 256*, 270, 280*, 281*, 284*, 285*	
<b>English</b> 111, 112, 113, 114, 115, 131, 210, 215, 219, 220, 221, 223, 224, 225, 226, 228, 229, 237, 238 239, 241, 244 245, 246, 247, 248, 249, 253, 254, 255, 260, 261, 263, 264, 265, 266, 276, 279	
<b>History</b> 101, 102, 103, 110, 115, <b>120</b> , 146, 147, 148, 207, 209, 210,211, 212, 214, 223, <b>230</b> , 236, 242, 245, 250, <b>261</b> , <b>280</b>	
<b>Humanities</b> 224, 230	
<b>Music</b> 100*, 101*, 102*, 103*, 104*, 105, 106*, 107, 109*, 110, 111, 112, 113, 114, 115,116, 117, 118, 120*, 126*, 130*, 131*, 132*, 135*, 136*, 139*, 140*, 143*, 150, 151,152, 153, 156, 157, 158, 200*, 203*, 205*, 206*, 210, 211, 212, 240*, 243*	
<b>Philosophy</b> 101, 102, 112, 115, 122, 145, 160, <b>201</b> , <b>225</b> , 247, <b>248</b> , <b>260</b> , 265, 267	
<b>Arabic</b> 121, 122, 123	
<b>American Sign Language</b> 121, 122, 123, 221, 222, 223	
<b>Chinese</b> 121, 122, 123, 221, 222, 223	
<b>French</b> 121, 122, 123, 131, 132, 133, 221, 222, 223, 231, 232, 233	
<b>German</b> 121, 122, 123, 221, 222, 223	
<b>Italian</b> 121, 122, 123	
<b>Japanese</b> 121, 122, 123, 221, 222, 223	
<b>Spanish</b> 121, 122, 123, 221, 222, 223	
<b>SOCIAL SCIENCE</b>	
<i>Choose 5 credits from the following Social Science courses:</i>	<b>5</b>
<b>Anthropology</b> 100, 106, <b>108</b> , 180, 204, 206, 208, 209, 211, 212, 220, 222, 224, 232, <b>234</b> , 235, 236	
<b>Business</b> 101	
<b>Communication Studies</b> 102, 230	
<b>Cultural and Ethnic Studies</b> 100, 101, 102, <b>103</b> , 104, 106, 109, 115, 120, 121, 130, 140, 152, <b>160</b> , 180, 200, 201, 203, 205, 210, <b>241</b> , 255, 257, <b>260</b> , 285, 286, 287, 288	
<b>Economics</b> 100, 201, 202, 250, <b>260</b>	
<b>Geography</b> 100, 102, 105, 200, 207, 250, 258, 277	
<b>History</b> 101, 102, 103, 110, 115, <b>120</b> , 146, 147, 148, 207, 209, 210, 211, 212, 214, 223, <b>230</b> , 236, 242, 245, 250, <b>261</b> , <b>280</b>	
<b>Humanities</b> 224, 230	
<b>International Studies</b> 150, 200, 201, <b>202</b> , <b>204</b> , <b>227</b> , <b>261</b> , <b>280</b>	
<b>Philosophy</b> 102, 112, 122, 160, <b>201</b> , <b>248</b> , <b>260</b> , 265	
<b>Political Science</b> 101, 121, 122, 123, 125, 155, <b>160</b> , 175, <b>201</b> , 202, 203, 204, 220, 221, 222, 223, <b>227</b> , <b>230</b>	
<b>Psychology</b> 100, 109, 110, 200, 203, 205, 209, 210, 220, 240, 250, 257	
<b>Sociology</b> 101, 105, 122, 150, 201, 215, 230, 240, 246, 248, 250, 252, 253, 254, 255, 256, 258, 260, 262, 264, 265, 268, 270, 275, 278	
<b>NATURAL SCIENCE</b>	
<i>Choose 6 credits from the following Natural Science LAB courses:</i>	<b>6</b>
<i>(Laboratory component required, indicated by "L")</i>	
<b>Anthropology</b> <b>205</b> , <b>215(L)</b>	
<b>Astronomy</b> 100, 101(L), 201(L)	
<b>Biology</b> 100(L), 108(L), 125, 135, 150(L), 160(L), 162(L), 211(L), 212(L), 213(L), 241(L), 242(L), 260(L), 275 (L), 276(L)	
<b>Botany</b> 110(L), 113(L), 120(L)	
<b>Chemistry</b> <b>100</b> , <b>110 (L)</b> , 121(L), 131(L), 140(L), 161(L), 162(L), 163(L), 261(L) 262(L), 263(L), 265(L), 266(L)	
<b>Environmental Science</b> 100, <b>110</b> , 207(L), 250(L)	
<b>Geography</b> 106, 205, 206(L)	
<b>Geology</b> 101(L), 103(L), <b>106</b> , 208(L)	
<b>Meteorology</b> 101, 211	
<b>Nutrition</b> 100, 101	
<b>Oceanography</b> 101(L), <b>110</b>	
<b>Physics</b> 100, 104(L), 105(L), 109(L), 114(L), 115(L), 116(L), 121(L), 122(L), 123(L), 225	
<b>ELECTIVES</b>	
<i>Select additional courses from the Allied Health department or General Education to meet the degree total of 90 credits.</i>	
<b>TOTAL</b>	<b>90</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/ahe/#aas-t\\_allied\\_health](http://www.bellevuecollege.edu/programs/degrees/proftech/ahe/#aas-t_allied_health)



## Allied Health (Formerly Health Professions)

### Clinical Lab Assistant

#### CERTIFICATE OF ACHIEVEMENT

Clinical lab assistants perform laboratory work such as processing and testing specimens, reporting the results, and performing data entry. This is an entry-level position available in many medical settings. Graduates of this program should have a hiring advantage over applicants with no laboratory training.

Course	Course Title	CR
AHE 100	Introduction to Healthcare	5
AHE 110	Medical Terminology	5
AHE 120	Safety for Healthcare	2
AHE 130	Human Systems	5
AHE 140	Professional Relationships in Healthcare	3
HLTH 145	Wellness for Healthcare	5
AHEL 110	Introduction to Phlebotomy	5
AHEL 120	Introduction to Clinical Laboratory	5
AHEL 122	Advanced Clinical Laboratory	5
AHEL 128	Clinical Laboratory Practicum	5
<b>TOTAL</b>		<b>45</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/ahe/#certificateAccomplishment\\_clinical\\_lab\\_assistant](http://www.bellevuecollege.edu/programs/degrees/proftech/ahe/#certificateAccomplishment_clinical_lab_assistant)

### Emergency Department Technician

#### CERTIFICATE OF ACHIEVEMENT

This program is designed to prepare students to meet the requirements to serve as an Emergency Department Technician. This entry to mid-level position assesses and manages a wide range of emergency conditions including respiratory, genitourinary, and cardiac emergencies. They also assist in wound care and the application of orthopedic splinting devices. Also necessary is familiarization with specialized medical equipment and the ability to communicate effectively with other medical personnel, the patient, and the patient's family in emergency situations.

Course	Course Title	CR
AHE 100	Introduction to Healthcare	5
AHE 110	Medical Terminology	5
AHE 120	Safety for Healthcare	2
AHE 130	Human Systems	5
AHE 140	Professional Relations in Healthcare	5
AHEE 126	Emergency Department Technician	7
AHEE 128	Emergency Department Practicum	5
AHEL 110	Introduction to Phlebotomy	5
AHEP 100	Introduction to Pharmacology	3
BTS 161	Business Software Essentials	5
HLTH 145	Wellness for Healthcare	3
<b>TOTAL</b>		<b>50</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/ahe/#certificateAccomplishment\\_emergency\\_department\\_technician](http://www.bellevuecollege.edu/programs/degrees/proftech/ahe/#certificateAccomplishment_emergency_department_technician)

#### CERTIFICATE OF ACHIEVEMENT

This health professional is responsible for maintaining and supporting a healthcare facility. Their duties include setting up hospital admittance charts, performing data entry, ordering lab tests and x-rays, transcribing physician orders, maintaining patient records, and managing facility communications.

Course	Course Title	CR
AHE 100	Introduction to Healthcare	5
AHE 110	Medical Terminology	5
AHE 120	Safety for Healthcare	2
AHE 130	Human Systems	5
AHE 140	Professional Relationships in Healthcare	5
HLTH 145	Wellness for Healthcare	3
AHEA 100	Medical Law and Ethics	3
AHEA 102	Introduction to Medical Administration	5
AHEA 104	Introduction to Billing and Coding	5
AHEA 106	Medical Computer Systems	5
AHEA 110	Health Unit Coordinator I	5
AHEA 112	Health Unit Coordinator II	5
AHEA 118	Health Unit Coordinator Practicum	5
BTS 104	Keyboarding Review & Speed Building	1
BTS 161	Business Software Essentials	5
<b>TOTAL</b>		<b>64</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/ahe/#certificateAchievement\\_health\\_unit\\_coordinator](http://www.bellevuecollege.edu/programs/degrees/proftech/ahe/#certificateAchievement_health_unit_coordinator)

### Medical Administrative Assistant

#### CERTIFICATE OF ACHIEVEMENT

The Medical Administrative Assistant (formerly Medical Office Reception) program prepares students to serve in integral roles in the medical office. The program prepares students with core knowledge to understand the general medical profession. This program further specifies knowledge and skills to function in an administrative capacity with reception, basic medical documentation, basic medical billing & coding and electronic medical record keeping.

Course	Course Title	CR
AHE 100	Introduction to Healthcare	5
AHE 110	Medical Terminology	5
AHE 120	Safety for Healthcare	2
AHE 130	Human Systems	5
AHE 140	Professional Relationships in Healthcare	5
HLTH 145	Wellness for Healthcare	3
AHEA 100	Medical Law and Ethics	3
AHEA 102	Introduction to Medical Administration	5
AHEA 104	Introduction to Billing and Coding	5
AHEA 106	Medical Computer Systems	5
BTS 104	Keyboarding Review & Speed Building	1
BTS 161	Business Software Essentials	5
<b>TOTAL</b>		<b>49</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/ahe/#certificateAccomplishment\\_medical\\_office\\_reception](http://www.bellevuecollege.edu/programs/degrees/proftech/ahe/#certificateAccomplishment_medical_office_reception)

## Allied Health (Formerly Health Professions)

### Phlebotomy Technician

#### CERTIFICATE OF ACCOMPLISHMENT

The phlebotomy technician program prepares students to certify and work as a phlebotomist in the clinical or laboratory setting. The program is designed to incorporate foundation courses in Allied Health education with focused courses in basic and advanced phlebotomy skills. The program includes required lecture, laboratory and practicum components to meet state and national standards for certification and employment.

Course	Course Title	CR
<b>AHE 100</b>	Introduction to Healthcare	<b>5</b>
<b>AHE 110</b>	Medical Terminology	<b>5</b>
<b>AHE 120</b>	Safety for Healthcare	<b>2</b>
<b>AHE 130</b>	Human Systems	<b>5</b>
<b>AHE 140</b>	Professional Relationships in Healthcare	<b>5</b>
<b>HLTH 145</b>	Wellness for Healthcare	<b>3</b>
<b>AHEL 110</b>	Introduction to Phlebotomy	<b>5</b>
<b>AHEL 112</b>	Advanced Phlebotomy	<b>5</b>
<b>AHEL 118</b>	Phlebotomy Practicum	<b>5</b>
<b>TOTAL</b>		<b>40</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/ahe/#certificateAccomplishment\\_phlebotomy\\_technician](http://www.bellevuecollege.edu/programs/degrees/proftech/ahe/#certificateAccomplishment_phlebotomy_technician)

## Business Intelligence

### Business Intelligence Developer

#### CERTIFICATE OF ACHIEVEMENT

The Business Intelligence Developer Certificate of Achievement prepares students for entry and mid-level positions developing business intelligence (BI) systems. Students use state-of-the-art tools to design and create BI solutions. They design and develop database reports, data warehouses and multi-dimensional databases. The Business Intelligence Analyst Certificate of Accomplishment may be applied to earn this certificate.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Develop a dimensional model for a business process
- Implement a complex dimensional model by creating a data mart or a data warehouse that satisfies accepted practices
- Create a multidimensional database using a data mart and/or a data warehouse as a data source
- Create and manipulate advanced On Line Analytical Processing (OLAP) objects that satisfy stated requirements
- Create complex reports using data from a multidimensional database that satisfy stated requirements
- Design, create and apply Multi Dimensional (MDX) queries against an OLAP cube
- Design and create Data Mining models based on a business scenario

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>BUSIT 105</b>	Multi-Dimensional Analysis I	<b>5</b>
<b>BUSIT 110</b>	Data Warehouse I	<b>5</b>
<b>BUSIT 115</b>	Data Mining I	<b>5</b>
<b>BUSIT 202</b>	Dimensional Modeling	<b>5</b>
<b>BUSIT 205</b>	Multi-Dimensional Analysis I	<b>5</b>
<b>BUSIT 209</b>	Data Visualization	<b>5</b>
<b>BUSIT 210</b>	Data Warehouse II	<b>5</b>
<i>Choose 5 credits from the following:</i>		<b>5</b>
<b>BA 240</b>	Statistical Analysis (5 Cr)	
<b>MATH 130</b>	Introduction to Statistics (5 Cr)	
<b>APPROVED BUSINESS ELECTIVE</b>		<b>5</b>
<b>TOTAL</b>		<b>45</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/busit/](http://www.bellevuecollege.edu/programs/degrees/proftech/busit/)

### Business Intelligence Analyst

#### CERTIFICATE OF ACCOMPLISHMENT

The Business Intelligence Developer Certificate of Achievement prepares students for entry and mid-level positions developing business intelligence (BI) systems. Students use state-of-the-art tools to design and create BI solutions. They design and develop database reports, data warehouses and multi-dimensional databases. The Business Intelligence Analyst Certificate of Accomplishment may be applied to earn this certificate.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Develop a dimensional model for a business process
- Implement a complex dimensional model by creating a data mart or a data warehouse that satisfies accepted practices
- Create a multidimensional database using a data mart and/or a data warehouse as a data source
- Create and manipulate advanced On Line Analytical Processing (OLAP) objects that satisfy stated requirements
- Create complex reports using data from a multidimensional database that satisfy stated requirements
- Design, create and apply Multi Dimensional (MDX) queries against an OLAP cube
- Design and create Data Mining models based on a business scenario

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>BUSIT 103</b>	SQL Fundamentals	<b>5</b>
<b>BUSIT 105</b>	Multi-Dimensional Analysis I	<b>5</b>
<b>BUSIT 110</b>	Data Warehouse I	<b>5</b>
<b>BUSIT 115</b>	Data Mining I	<b>5</b>
<i>Choose 5 credits from the following:</i>		<b>5</b>
<b>BA 240</b>	Statistical Analysis (5 Cr)	
<b>MATH 130</b>	Introduction to Statistics (5 Cr)	
<b>APPROVED BUSINESS ELECTIVE</b>		<b>5</b>
<b>TOTAL</b>		<b>30</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/busit/#busitanalyst](http://www.bellevuecollege.edu/programs/degrees/proftech/busit/#busitanalyst)



## Business Management

### Business Management

#### ASSOCIATE IN APPLIED SCIENCE-T DEGREE

The AAS-T in Business Management combines technical courses required for job preparation and college-level general education courses. These degrees are designed for the dual purpose of immediate employment and preparation for the junior year in a Washington state bachelor of applied science (BAS) degree program. This degree provides a strong background to enhance existing business skills and obtain broad based knowledge of business management in the manufacturing, retail, and service industries. This program also promotes success in both profit and non-profit organizations for a competitive edge in today's business climate.

#### LEARNING OUTCOMES

Degree recipients should possess the skills and abilities described below:

- Identify contemporary business concepts, principles and practices
- Demonstrate the interrelationship of the functional areas of business including management, marketing, law, organizational behavior, computer and software systems, human resources, insurance, accounting, and finance
- Analyze the interrelationship of a business organization within the larger business environment, including international business
- Apply basic legal business concepts within the legal environment in which business is conducted
- Perform basic business calculations to demonstrate basic financial literacy
- Apply problem solving and analysis skills to business research questions and demonstrate appropriate solutions
- Communicate business concepts effectively both in writing and orally in clear concise language appropriate to the audience
- Work as an effective team member and leader to develop a business plan and reach specific business goals
- Demonstrate an understanding of contemporary human relations/ organizational behavior in terms of concepts, processes, and models and the issues, advantages, and challenges related to diversity in business organizations
- Identify the issues and challenges related to ethics in current business organizations

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>ACCT 234</b>	Managerial Accounting	<b>5</b>
<b>BTS 165</b>	Business Spreadsheet Analysis & Design	<b>5</b>
<b>BUS&amp; 101</b>	Introduction to Business	<b>5</b>
<b>BUS 120</b>	Organizational Behavior	<b>5</b>
<b>BUS 145</b>	Business Mathematics	<b>5</b>
<b>BUS&amp; 201</b>	Business Law	<b>5</b>
<b>BUS 210</b>	Investments	<b>5</b>
<b>BUS 221</b>	Human Resource Management	<b>5</b>
<b>BUS 230</b>	Project Management	<b>5</b>
<b>INTST 150</b>	International Business	<b>5</b>
<b>MKTG 154</b>	Principles of Marketing	<b>5</b>
<i>Choose 5 credits from the following:</i>		<b>5</b>
<b>ACCT 101</b>	Practical Accounting (5 Cr)	
<b>ACCT 225</b>	Survey of Financial and Managerial Accounting (5 Cr)	
<b>COMMUNICATION</b>		
<b>ENGL&amp; 101</b>	English Composition I (5 Cr)	<b>5</b>

Course	Course Title	CR
<b>QUANTITATIVE</b>		
<i>Choose 5 credits from the following:</i>		<b>5</b>
<b>MATH 130</b>	Introduction to Statistics (5 Cr) Any college-level math of 107 or higher (5 Cr)	
<b>NATURAL SCIENCE, SOCIAL SCIENCE, HUMANITIES</b>		
<i>Choose 10 credits from the Direct Transfer Agreement (DTA). One course must meet the Cultural Diversity Requirement (CDR). ECON&amp; 201 and 202 are strongly recommended.</i>		<b>10</b>
<b>ELECTIVES</b>		
<i>Choose 5 credits from the following:</i>		<b>5</b>
<b>BUS 241</b>	Multicultural Business Consulting (5 Cr)	
<b>BUS 250</b>	Entrepreneurship (5 Cr)	
<b>BUS 280</b>	Advanced Studies in International Business (5 Cr)	
<b>EXPRL 191</b>	Academic Internship Experience (V1-5 Cr)	
<b>APPROVED ELECTIVES</b>		
Any program approved electives (5 Cr)		<b>5</b>
<b>TOTAL</b>		<b>90</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/bus/#aastBUS](http://www.bellevuecollege.edu/programs/degrees/proftech/bus/#aastBUS)

### Business Management

#### ASSOCIATE IN ARTS DEGREE

The Associate in Arts in Business Management is designed to help students learn new or enhance existing business skills and obtain a strong, broad-based knowledge of business management in the manufacturing, retail, and service industries. This program also promotes success in both profit and non-profit organizations for a competitive edge in today's business climate. Certificates in Entrepreneurship and Project Management may be applied to this degree.

#### LEARNING OUTCOMES

Degree recipients should possess the skills and abilities described below:

- Identify contemporary business concepts, principles and practices
- Demonstrate the interrelationship of the functional areas of business including management, marketing, law, organizational behavior, computer and software systems, human resources, insurance, accounting, and finance
- Analyze the interrelationship of a business organization within the larger business environment, including international business
- Apply basic legal business concepts within the legal environment in which business is conducted
- Perform basic business calculations to demonstrate basic financial literacy
- Apply problem solving and analysis skills to business research questions and demonstrate appropriate solutions
- Communicate business concepts effectively both in writing and orally in clear concise language appropriate to the audience
- Work as an effective team member and leader to develop a business plan and reach specific business goals
- Demonstrate an understanding of contemporary human relations/ organizational behavior in terms of concepts, processes, and models and the issues, advantages, and challenges related to diversity in business organizations
- Identify the issues and challenges related to ethics in current business organizations

*Continued on next page...*

## Business Management

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>ACCT 234</b>	Managerial Accounting	5
<b>BTS 165</b>	Business Spreadsheet Analysis & Design	5
<b>BUS&amp; 101</b>	Introduction to Business	5
<b>BUS 120</b>	Organizational Behavior	5
<b>BUS 145</b>	Business Mathematics	5
<b>BUS 210</b>	Investments	5
<b>BUS 221</b>	Human Resource Management	5
<b>ENGL&amp; 101</b>	English Composition I	5
<b>INTST 150</b>	International Business	5
<b>MKTG 154</b>	Principles of Marketing	5
	Science Lab Elective	6
Choose 5 credits from the following:		5
<b>ACCT 101</b> <b>ACCT&amp; 201</b>	Practical Accounting I (5 Cr) Principles of Accounting (5 Cr)	
Choose 5 credits from the following:		5
<b>BA 200</b> <b>BUS&amp; 201</b>	Business Law Legal Foundations (5 Cr) Business Law (5 Cr)	
Choose 5 credits from the following:		5
<b>BUS 230</b> <b>BUS 245</b>	Project Management (5 Cr) Property & Liability Insurance (5 Cr)	
Choose 5 credits from the following:		5
<b>BUS 241</b> <b>CES 241</b> <b>EXPR 191</b>	Multicultural Business Consulting (5 Cr) Multicultural Business Consulting (5 Cr) Academic Internship Experience (v 1-5 Cr)	
<b>APPROVED ELECTIVES</b>		14
<b>TOTAL</b>		90

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/bus/#bus](http://www.bellevuecollege.edu/programs/degrees/proftech/bus/#bus)

## Entrepreneurship

### CERTIFICATE OF ACCOMPLISHMENT

The Entrepreneurship certificate is designed for students interested in entrepreneurial opportunities. It offers students an opportunity to understand entrepreneurship, take the first steps towards developing a new business and building the skills entrepreneurs need to be successful.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Plan in the entrepreneurial environment, including launching a new business
- Develop a business plan for a startup business
- Lead product innovation for businesses ranging from startups to well established corporations

Course	Course Title	CR
<b>ACCT 101</b> <b>ACCT 225</b>	Practical Accounting I (5 Cr) – OR – Survey of Financial & Managerial Accounting (5 Cr)	5
<b>BTS 161</b> <b>BTS 165</b>	Business Software Essentials (5 Cr) – OR – Business Spreadsheet Analysis & Design (5 Cr)	5

Course	Course Title	CR
<b>BUS 221</b> <b>BUS 222</b>	Human Resource Management (5 Cr) – OR – Advanced Leadership & Management (5 Cr)	5
<b>BUS 250</b>	Entrepreneurship	5
<b>MKTG 110</b>	Client Customer Relations	5
<b>MKTG 154</b>	Principles of Marketing	5
<b>TOTAL</b>		30

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/bus/#entrepreneurship](http://www.bellevuecollege.edu/programs/degrees/proftech/bus/#entrepreneurship)

## Project Management

### CERTIFICATE OF ACCOMPLISHMENT

The Project Management certificate addresses basic project management for better managing time, people, and money resources in a business environment. The certificate serves as the basis for further study and additional specialized skills in project management.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Initiate, plan, execute, monitor and complete projects
- Understand and be able to communicate project management concepts
- Understand and be able to track projects using project management techniques and software
- Use best practices as identified by the profession

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>BTS 280</b>	Project Planning Tracking & Reporting	5
<b>BUS 120</b>	Organizational Behavior	5
<b>BUS 230</b>	Project Management	5
Choose 3-15 credits (from one option) from the following:		3-15
<b>OPTION 1</b>		
<b>ACCT 225</b>	Survey of Financial & Managerial Accounting (5 Cr)	
<b>OPTION 2</b>		
<b>ACCT 101</b> <b>ACCT 102</b> <b>ACCT 234</b>	Practical Accounting I (5 Cr) Practical Accounting I (5 Cr) Managerial Accounting I (5 Cr)	
<b>OPTION 3</b>		
<b>BUS 299</b>	Individual Studies in Business Management (V 3-5 Cr)	
<b>OPTION 4</b>		
<b>MKTG 299</b>	Individual Studies in Marketing (V 3-5 Cr)	
<b>TOTAL</b>		18-30

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/bus/#projectmanagement](http://www.bellevuecollege.edu/programs/degrees/proftech/bus/#projectmanagement)

## Business Technology Systems

### Business Technology

#### ASSOCIATE IN ARTS DEGREE

The Business Technology associate degree prepares students for general office administrative support in positions such as, office manager and administrative positions that require office administration, accounting, business communication, business math, customer relations and office software applications skills. The curriculum includes introductory through intermediate and some advanced office applications software courses, business communication and electronic communication tools, office technology, office administration, accounting and business math. Students will also have additional practice in one or more of the following areas: electronic communications, project management applications, Outlook personal information manager, small group communication, Internet basics, customer relations, report writing, and business ethics. Certificates of Achievement and Accomplishment in Administrative Assistant, Advanced Business Software Specialist, Business Software Specialist and Office Assistant may be applied to this degree.

#### LEARNING OUTCOMES

Degree recipients should possess the skills and abilities described below:

- Apply business office administration skills such as information processing, critical thinking, leadership and ethical decision making in the workplace
- Critically apply software skills to solve business problems in a variety of situations
- Work at the expert level with word processing applications
- Work at an advanced level with applications for spreadsheets, databases and computerized accounting
- Apply basic desktop publishing skills in web or print design to publication designs
- Apply business math concepts to workplace problems
- Apply business office administration skills such as information processing, critical thinking, leadership and ethical decision making in the workplace
- Apply office accounting principles
- Apply organization behavior principles

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>BTS 109</b>	Business Communications	5
<b>BTS 144</b>	Personal Information Manager	3
<b>BTS 147</b>	Presentation Design and Delivery	3
<b>BTS 165</b>	Business Spreadsheet Analysis and Design	5
<b>BTS 293</b>	Business Technology Practicum	5
<b>BUS 120</b>	Organizational Behavior	5
<b>BUS&amp; 201</b>	Business Law	5
<b>ENGL&amp; 101</b>	English Composition I	5
Choose 5 credits from the following:		5
<b>ACCT 101</b> <b>ACCT&amp; 201</b> <b>ACCT 225</b>	Practical Accounting I (5 Cr) Principles of Accounting I (5 Cr) Analysis of Financial & Managerial Accounting (5 Cr)	
Choose 5 credits from the following:		5
<b>BUS 145</b> <b>MATH xxx</b>	Business Mathematics (5 Cr) Any college level math 100 or higher (5 Cr)	
Choose 5 credits from the following:		5
<b>BTS 110</b> <b>BTS 161</b> <b>DMA 221</b> <b>PROG 109</b> <b>BTS 186-189</b>	Web Essentials for Communications (5 Cr) Business Software Essentials (5 Cr) Web Animation (5 Cr) Introduction to Web Development (5 Cr) Any one of these courses not used elsewhere (5 Cr)	

Course	Course Title	CR
Choose 5 credits from the following:		5
<b>BTS 186</b> <b>BTS 189</b> <b>BTS 187</b> <b>BTS 188</b>	Publication Design Essentials (5 Cr) Webpage Authoring Essentials (5 Cr) Publication Design for Print (5 Cr) Digital Images for Desktop Publishing (5 Cr)	
Choose 5 credits from the following:		5
<b>BUS&amp; 101</b> <b>BSUST 101</b>	Introduction to Business (5 Cr) Introduction to Sustainable Business (5 Cr)	
Choose 5 credits from the following:		5
<b>INTST 150</b> <b>MKTG 154</b> <b>MKTG 200</b> <b>MKTG 225</b> <b>MKTG 234</b> <b>MKTG 240</b>	International Business (5 Cr) Principles of Marketing (5 Cr) International Marketing (5 Cr) Customer Relations Management (5 Cr) Advertising (5 Cr) eMarketing (5 Cr)	
Choose 5-6 credits from the following:		5-6
<b>ASTR&amp; 100</b> <b>ASTR&amp; 101</b> <b>CHEM 100</b> <b>CHEM&amp; 110</b> <b>GEOG 205</b> <b>GEOL&amp; 101</b> <b>GEOL&amp; 208</b> <b>OCEA&amp; 101</b> <b>PSYC 202</b>	Survey of Astronomy (5 Cr) Introduction to Astronomy (6 Cr) Chemical Explorations (6 Cr) Chemical Concepts w/Lab (6 Cr) Weather, Climate, Vegetation, Soils (5 Cr) Introduction to Physical Geology (6 Cr) Geology of the Pacific NW (6 Cr) Introduction to Oceanography w/Lab (6 Cr) Introduction to Physiological Psychology (5 Cr)	
<b>Choose One Track From The Following:</b>		
<b>ADVANCED SOFTWARE SPECIALIST (20 CR)</b>		
Choose 20 credits from the following:		20
<b>BTS 168</b> <b>BTS 171</b> <b>BTS 210</b> <b>BTS 280</b> <b>BTS 265</b> <b>BTS 268</b>	Business Data Management Tools (5 Cr) Advanced Windows (5 Cr) Collaborative Workspaces (5 Cr) Project Planning, Tracking & Reporting (5 Cr) Advanced Spreadsheet Applications (5 Cr) Advanced Business Data Management Tools (5 Cr)	
<b>BOOKKEEPING (21 CR)</b>		
<b>ACCT 102</b>	Practical Accounting II	5
<b>ACCT 135</b>	Business Payroll Tax Accounting	5
<b>ACCT 172</b>	Small Business Computerized Accounting	5
<b>ACCT 245</b>	Accounting Information Systems	5
<b>BTS 146</b>	10-Key	1
<b>DATABASE USER SPECIALIST (20 CR)</b>		
<b>BTS 168</b>	Business Data Management Tools	5
<b>BTS 268</b>	Advanced Business Data Management Tools	5
<b>DBA 130</b>	Database Theory	5
Choose 5 credits from the following:		5
<b>DBA 232</b> <b>IT 103</b> <b>PROG 110</b> <b>PROG 160</b> <b>PROG 175</b>	Database Administration (5 Cr) Networking Basics (5 Cr) Introduction to Programming (5 Cr) Systems Analysis and Design (5 Cr) Database Reporting (5 Cr)	
<b>HUMAN RESOURCES ASSISTANT (20 CR)</b>		
<b>BTS 168</b>	Business Data Management Tools	5
<b>BTS 280</b>	Project Planning, Tracking, & Reporting	5

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## Business Technology Systems

Course	Course Title	CR
<b>BUS 221</b>	Human Resources Management	<b>5</b>
<b>PROG 175</b>	Database Reporting	<b>5</b>
<b>OFFICE MANAGEMENT (20 CR)</b>		
<b>BTS 210</b>	Collaborative Workspaces	<b>5</b>
<b>BTS 280</b>	Project Planning, Tracking & Reporting	<b>5</b>
<i>Choose 10 credits from the following:</i>		<b>10</b>
<b>BTS 163</b>	Word Processing Applications (5 Cr)	
<b>BTS 168</b>	Business Data Management Tools (5 Cr)	
<b>BTS 250</b>	Administrative Office Management (5 Cr)	
<b>BTS 265</b>	Advanced Spreadsheet Analysis & Design (5 Cr)	
<b>BTS 268</b>	Advanced Business Data Management Tools (5 Cr)	
<b>SUSTAINABLE BUSINESS BEST PRACTICES (19 CR)</b>		
<b>BSUST 101</b>	Introduction to Sustainable Business Practices	<b>5</b>
<b>BSUST 110</b>	Communication for Sustainable Business Practices	<b>4</b>
<b>BSUST 150</b>	Introduction to Carbon Footprint	<b>5</b>
<b>BSUST 160</b>	Sustainable Analysis	<b>5</b>
<b>WEB MARKETING (21 CR)</b>		
<b>BTS 145</b>	Introduction to Web Technology	<b>1</b>
<b>BTS 189</b>	Webpage Authoring Essentials	<b>5</b>
<b>BTS 289</b>	Design & Deploy Ecommerce Website	<b>5</b>
<b>MKTG 240</b>	eMarketing	<b>5</b>
<i>Choose 5 credits from the following:</i>		<b>5</b>
<b>BTS 168</b>	Business Data Management Tools (5 Cr)	
<b>BTS 186</b>	Publication Design Essentials (5 Cr)	
<b>BTS 187</b>	Publication Design for Print (5 Cr)	
<b>BTS 188</b>	Digital Images for Desktop Publishing (5 Cr)	
<b>BTS 280</b>	Project Planning, Tracking and Reporting (5 Cr)	
<b>BUS 230</b>	Project Management (5 Cr)	
<b>DMA 212</b>	Vector Images (5 Cr)	
<b>DMA 221</b>	Web Animation (5 Cr)	
<b>MKTG 225</b>	Customer Relations Management (5 Cr)	
<b>TOTAL</b>		<b>90-93</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/bts/#business technology](http://www.bellevuecollege.edu/programs/degrees/proftech/bts/#business technology)

### Web Marketing Specialist

#### CERTIFICATE OF ACHIEVEMENT

Students completing the Web Marketing Specialist certificate are prepared for web marketing positions that require e-marketing theory and practical application of web marketing skills and basic web development. The certificate provides an overview of marketing and e-marketing skills in desktop publishing, digital design, web tools, graphics principles, business communication skills, electronic communications, customer relations management, advertising and office software applications skills. Students will also have additional practice in one or more of the following areas: illustration software, Web animation, publication software, project management theory and software, personal information manager (Outlook), or presentation software.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Apply e-marketing theory and practice to business scenarios
- Apply traditional marketing and advertising principles to business problems
- Work at an intermediate level with web, desktop publishing applications and basic office software
- Apply effective digital design principles

- Apply marketing principles and digital design in a business setting
- Effectively communicate to a variety of audiences with a variety of medium
- Utilize customer relations management applications

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>BTS 109</b>	Business Communications	<b>5</b>
<b>BTS 165</b>	Business Spreadsheet Analysis & Design	<b>5</b>
<b>BTS 186</b>	Publication Design Essentials	<b>5</b>
<b>BTS 188</b>	Digital Images for Desktop Publishing	<b>5</b>
<b>BTS 189</b>	Web Authoring Essentials	<b>5</b>
<b>BTS 289</b>	Design & Deploy Ecommerce Website	<b>5</b>
<b>MKTG 154</b>	Principles of Marketing	<b>5</b>
<b>MKTG 225</b>	Customer Relations Management	<b>5</b>
<b>MKTG 240</b>	eMarketing	<b>5</b>
<i>Choose 5 credits from the following:</i>		<b>5</b>
<b>BTS 110</b>	Web Essentials for Communications (5 Cr)	
<b>BTS 161</b>	Business Software Essentials (5 Cr)	
<i>Choose 5 credits from the following:</i>		<b>5</b>
<b>MKTG 200</b>	International Marketing (5 Cr)	
<b>MKTG 234</b>	Advertising (5 Cr)	
<i>Choose 3-5 credits from the following:</i>		<b>3-5</b>
<b>BTS 144</b>	Personal Information Manager (3 Cr)	
<b>BTS 147</b>	Presentation Design & Delivery (3 Cr)	
<b>BTS 187</b>	Publication Design for Print (5 Cr)	
<b>BTS 280</b>	Project Planning Tracking & Reporting (5 Cr)	
<b>BTS 293</b>	Business Technology Practicum (5 Cr)	
<b>BUS 230</b>	Project Management (5 Cr)	
<b>DMA 212</b>	Vector Images & Illustrations (5 Cr)	
<b>DMA 221</b>	Web Animation I (5 Cr)	
<b>TOTAL</b>		<b>58-60</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/bts/#web\\_marketing\\_specialist](http://www.bellevuecollege.edu/programs/degrees/proftech/bts/#web_marketing_specialist)

### Administrative Assistant

#### CERTIFICATE OF ACHIEVEMENT

The Administrative Assistant certificate prepares students to provide general office administrative support that requires business communication, office administration, business math, customer relations and office software applications skills. The curriculum includes office applications software courses, business communication and electronic communication tools, office technology, office administration and business math. Students will also have elected additional practice in one or more of the following areas: desktop publishing applications, project management applications, advanced skills in database and spreadsheet applications, computerized accounting applications, online collaboration, organizational behavior, small group communication.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Apply business office administration skills such as information processing, critical thinking, leadership and ethical decision making in the workplace
- Critically apply software skills to solve business problems in a variety of situations
- Apply basic desktop publishing skills in Web or print design to publication designs
- Work at the expert level with applications used for e-mail and information, presentations, and word processing
- Work at an advanced level with applications used for spreadsheets and databases
- Apply business math concepts to workplace problems

## Business Technology Systems

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>BTS 109</b>	Business Communications	<b>5</b>
<b>BTS 144</b>	Personal Information Manager	<b>3</b>
<b>BTS 147</b>	Presentation Design & Delivery	<b>3</b>
<b>BTS 163</b>	Business Document Design Comprehensive	<b>5</b>
<b>BTS 165</b>	Business Spreadsheet Analysis & Design	<b>5</b>
<b>BTS 293</b>	Business Technology Practicum	<b>5</b>
<i>Choose 5 credits from the following:</i>		<b>5</b>
<b>BUS 145</b>	Business Mathematics (5 Cr) Any college level math (5 Cr)	
<i>Choose 5 credits from the following:</i>		<b>5</b>
<b>BTS 110</b>	Web Essentials for Communications (5 Cr)	
<b>BTS 161</b>	Business Software Essentials (5 Cr)	
<i>Choose 5 credits from the following:</i>		<b>5</b>
<b>BTS 186</b>	Publication Design Essentials (5 Cr)	
<b>BTS 189</b>	Webpage Authoring Essentials (5 Cr)	
<i>Choose 7-10 credits from the following:</i>		<b>7-10</b>
<b>ACCT 172</b>	Small Business Computerized Accounting (5 Cr)	
<b>BTS 104</b>	Keyboarding Review & Speed Building (1 Cr)	
<b>BTS 145</b>	Introduction to Web Technology (1 Cr)	
<b>BTS 168</b>	Business Data Management Tools (5 Cr)	
<b>BTS 171</b>	Operating Systems for Advanced Users (5 Cr)	
<b>BTS 187</b>	Publication Design for Print (5 Cr)	
<b>BTS 188</b>	Digital Images for Desktop Publishing (5 Cr)	
<b>BTS 210</b>	Collaborative Online Workspaces (5 Cr)	
<b>BTS 265</b>	Adv. Business Sprdsh. Analysis & Design (5 Cr)	
<b>BTS 268</b>	Advanced Business Data Management Tools (5 Cr)	
<b>BTS 280</b>	Project Planning, Tracking & Reporting (5 Cr)	
<b>BTS 289</b>	Design & Deploy eCommerce Website (5 Cr)	
<b>BUS 120</b>	Organizational Behavior (5 Cr)	
<b>CMST&amp; 230</b>	Small Group Communication (5 Cr)	
<b>MKTG 110</b>	Client Customer Relations (5 Cr)	
<b>TOTAL</b>		<b>48-51</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/bts/#adminassistant](http://www.bellevuecollege.edu/programs/degrees/proftech/bts/#adminassistant)

### Advanced Business Software Specialist

#### CERTIFICATE OF ACHIEVEMENT

The Advanced Business Software Specialist certificate includes intermediate and advanced business technology office applications software courses, operating systems, office technology and electronic communications tools. Completers are prepared for administrative positions that require Advanced Office User skills. Certificates of Accomplishment in Business Software Specialist and Office Assistant can be applied to this certificate. Students will also have additional practice in one or more of the following areas: desktop publishing applications, collaboration software or client management software.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Critically apply software skills to solve business problems in a variety of situations
- Work at the expert level with applications for word processing, spreadsheets, and databases
- Work at the advanced level with applications for project management
- Demonstrate a high-level operating systems user knowledge

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>BTS 144</b>	Personal Information Manager	<b>3</b>
<b>BTS 163</b>	Business Document Design Comprehensive	<b>5</b>
<b>BTS 165</b>	Business Spreadsheet Analysis & Design	<b>5</b>
<b>BTS 168</b>	Business Data Management Tools	<b>5</b>
<b>BTS 171</b>	Operating Systems for Advanced Users	<b>5</b>
<b>BTS 265</b>	Advanced Business Spreadsheet Analysis & Design	<b>5</b>
<b>BTS 268</b>	Advanced Business Data Management Tools	<b>5</b>
<b>BTS 280</b>	Project Planning, Tracking, and Reporting	<b>5</b>
<i>Choose 5 credits from the following:</i>		<b>5</b>
<b>BTS 110</b>	Web Essentials for Communications (5 Cr)	
<b>BTS 161</b>	Business Software Essentials (5 Cr)	
<i>Choose 5 credits from the following:</i>		<b>5</b>
<b>BTS 186</b>	Publication Design Essentials (5 Cr)	
<b>BTS 210</b>	Collaborative Online Workspaces (5 Cr)	
<b>CS 250</b>	Management Information Systems (5 Cr)	
<b>TOTAL</b>		<b>48</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/bts/#advBusinessSoftSpec](http://www.bellevuecollege.edu/programs/degrees/proftech/bts/#advBusinessSoftSpec)

### Human Resources Assistant

#### CERTIFICATE OF ACHIEVEMENT

Students completing the Human Resources Assistant certificate are prepared for human resources administrative positions that require theory and practice of personnel administration, project management, human resources information systems technology skills, business communication skills, office administration, accounting principles, customer relations and office software applications skills. The curriculum includes introductory through intermediate and some advanced office applications software courses, specialized human resource software, business communication and electronic communication tools, and accounting principles. This certificate prepares students to provide human resources administrative support using software applications skills, business and communication skills.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Work at the expert with word processing applications
- Work at an advanced level with applications for spreadsheets, project management, human resources software and Personal Information Manager software
- Apply basic human resources practices and theories
- Use basic accounting principles
- Apply basic organizational behavior principles

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>ACCT 101</b>	Practical Accounting I	<b>5</b>
<b>BTS 109</b>	Business Communications	<b>5</b>
<b>BTS 144</b>	Personal Information Manager	<b>3</b>
<b>BTS 165</b>	Business Spreadsheet Analysis & Design	<b>5</b>
<b>BTS 168</b>	Business Data Management Tools	<b>5</b>
<b>BTS 280</b>	Project Planning Tracking & Reporting	<b>5</b>
<b>BUS 120</b>	Organizational Behavior	<b>5</b>

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## Business Technology Systems

Course	Course Title	CR
<b>BUS 221</b>	Human Resource Management	<b>5</b>
<b>PROG 175</b>	Database Reporting	<b>5</b>
<i>Choose 5 credits from the following:</i>		<b>5</b>
<b>BTS 110</b>	Web Essentials for Communications (5 Cr) Business	
<b>BTS 161</b>	Software Essentials (5 Cr)	
<b>TOTAL</b>		<b>48</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/bts/#hrAssistant](http://www.bellevuecollege.edu/programs/degrees/proftech/bts/#hrAssistant)

### Desktop Publishing for Print and Web

#### CERTIFICATE OF ACCOMPLISHMENT

The Desktop Publishing for Print and Web certificate emphasizes standards for print and Web production. It covers current print and Web software applications, principles of design, and production workflow principles. It provides training for positions such as design assistant, production assistant, marketing and communications assistant.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Use file management and basic Windows principles to manage data
- Create basic office documents using industry standard software
- Confidently use current industry standard software in desktop publishing
- Create professional quality publications for print and Web
- Apply design principles for the creation of publications
- Apply principles of resolution, file types, color management and production workflow to the creation of print and Web publications
- Apply principles of written and visual communication to the creation of a variety of publications. Understand and apply the differences
- Research and recommend devices used in desktop publishing
- Collaborate with and advise clients, creating publications that best suit client needs
- Create a portfolio showcasing work
- Market themselves to potential employers

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>BTS 110</b>	Web Essentials for Communications	<b>5</b>
<b>BTS 186</b>	Publication Design Essentials	<b>5</b>
<b>BTS 187</b>	Publication Design for Print	<b>5</b>
<b>BTS 188</b>	Digital Images for Desktop Publishing	<b>5</b>
<b>BTS 189</b>	Webpage Authoring Essentials	<b>5</b>
<b>BTS 293</b>	Business Technology Practicum	<b>5</b>
<i>Choose 5 credits from the following:</i>		<b>5</b>
<b>BTS 161</b>	Business Software Essentials (5 Cr)	
<b>BTS 165</b>	Business Spreadsheet Analysis and Design (5 Cr)	
<i>Choose 9 credits from the following:</i>		<b>9</b>
<b>DMA 212</b>	Vector Images & Illustrations (5 Cr)	
<b>DMA 221</b>	Web Animation I (5 Cr)	
<b>ART 110</b>	Two-Dimensional Design (5 Cr)	
<b>ART 111</b>	Design Color (5 Cr)	
<b>BTS 144</b>	Personal Information Manager (3 Cr)	
<b>BTS 145</b>	Introduction to Web Technology (1 Cr)	
<b>BTS 147</b>	Presentation Design & Delivery (3 Cr)	
<b>BTS 280</b>	Project Planning, Tracking & Reporting (5 Cr)	
<b>CONTINUED IN NEXT COLUMN...</b>		

Course	Course Title	CR
<b>CONTINUED FROM PREVIOUS COLUMN...</b>		
<b>BTS 289</b>	Design & Deploy Ecommerce Website (5 Cr)	
<b>BTS 293</b>	Business Technology Practicum (5 Cr)	
<b>BUS 230</b>	Project Management (5 Cr)	
<b>MKTG 154</b>	Principles of Marketing (5 Cr)	
<b>MKTG 200</b>	International Marketing (5 Cr)	
<b>MKTG 225</b>	Customer Relations Management (5 Cr)	
<b>MKTG 234</b>	Advertising (5 Cr)	
<b>MKTG 240</b>	eMarketing (5 Cr)	
<b>TOTAL</b>		<b>44</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/bts/#desktopwebpub](http://www.bellevuecollege.edu/programs/degrees/proftech/bts/#desktopwebpub)

### Business Software Specialist

#### CERTIFICATE OF ACCOMPLISHMENT

The Business Software Specialist certificate prepares students to provide general office support using software applications and web skills. Students completing this certificate are prepared for administrative positions that require Office User and web skills. The curriculum includes introductory through intermediate and some advanced office applications software courses and web communications tools. Students will also have additional practice in one or more of the following areas: web technology, project management applications, advanced skills in database and spreadsheet applications, online collaboration software.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Critically apply software skills to solve business problems in a variety of situations
- Work at the expert level with applications for e-mail and information, word processing, spreadsheets, and databases

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>BTS 144</b>	Personal Information Manager	<b>3</b>
<b>BTS 163</b>	Business Document Design Comprehensive	<b>5</b>
<b>BTS 165</b>	Business Spreadsheet Analysis & Design	<b>5</b>
<b>BTS 168</b>	Business Data Management Tools	<b>5</b>
<b>BTS 110</b>	Web Essentials for Communications	<b>5</b>
<i>Choose 7-8 credits from the following:</i>		<b>7-8</b>
<b>ACCT 172</b>	Small Business Computerized Accounting (5 Cr)	
<b>BTS 147</b>	Presentation Design and Delivery (3 Cr)	
<b>BTS 171</b>	Operating Systems for Advanced Users (5 Cr)	
<b>BTS 173</b>	Windows Basics (1 Cr)	
<b>BTS 174</b>	Windows File & Disk Management Basics (1 Cr)	
<b>BTS 186</b>	Publication Design Essentials (5 Cr)	
<b>BTS 187</b>	Publication Design for Print (5 Cr)	
<b>BTS 188</b>	Digital Images for Desktop Publishing (5 Cr)	
<b>BTS 189</b>	Webpage Authoring Essentials (5 Cr)	
<b>BTS 210</b>	Collaborative Online Workspaces	
<b>BTS 280</b>	Project Planning, Tracking and Reporting (5 Cr)	
<b>BTS 293</b>	Business Technology Practicum (5 Cr)	
<b>PROG 175</b>	Database Reporting (5 Cr)	
<b>TOTAL</b>		<b>30-31</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/bts/#busSoftwareSpecialist](http://www.bellevuecollege.edu/programs/degrees/proftech/bts/#busSoftwareSpecialist)



## Business Technology Systems

### Office Assistant

#### CERTIFICATE OF ACCOMPLISHMENT

The Office Assistant certificate prepares students to provide general office support using software applications skills. Students completing this certificate are prepared for administrative positions that require Office User skills. The curriculum includes introductory through intermediate and some advanced office applications software courses, office technology and electronic communications tools. Students will also have additional practice in one or more of the following areas: web technology and communication, windows and file management, business communications and project based application of office skills.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Critically apply software skills to solve business problems in a variety of situations.
- Work at the expert level with applications for email and information, presentations, and word processing
- Work at an intermediate level with spreadsheet applications

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>BTS 144</b>	Personal Information Manager	<b>3</b>
<b>BTS 147</b>	Presentation Design & Delivery	<b>3</b>
<b>BTS 163</b>	Business Document Design Comprehensive	<b>5</b>
<b>BTS 165</b>	Business Spreadsheet Analysis & Design	<b>5</b>
<i>Choose 5 credits from the following:</i>		<b>5</b>
<b>BTS 110</b>	Web Essentials for Communications (5 Cr) Business	
<b>BTS 161</b>	Software Essentials (5 Cr)	
<i>Choose 3-6 credits from the following:</i>		<b>3-6</b>
<b>BTS 101</b>	Keyboarding I (1 Cr)	
<b>BTS 104</b>	Keyboarding Review & Speed Building (1 Cr)	
<b>BTS 109</b>	Business Communications (5 Cr)	
<b>BTS 145</b>	Introduction to Web Technology (1 Cr)	
<b>BTS 173</b>	Windows Basics (1 Cr)	
<b>BTS 174</b>	Windows File & Disk Management Basics (1 Cr)	
<b>BTS 293</b>	Business Technology Practicum (5 Cr)	
<b>TOTAL</b>		<b>24-27</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/bts/#officeAssistant](http://www.bellevuecollege.edu/programs/degrees/proftech/bts/#officeAssistant)

### Database User Specialist

#### CERTIFICATE OF ACCOMPLISHMENT

In depth knowledge of databases is becoming a requirement of many administrative assistant and software technical support jobs. The Database User Specialist certificate is targeted towards students with some basic computer knowledge and skills who want to upgrade their skills to be more competitive in the job market.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Work with Access database software at an advanced level of proficiency
- Present the principles of relational databases and appropriately apply database terminology
- Develop effective database user interfaces
- Apply the basic principles of data modeling and normalization of database tables
- Develop basic SQL commands
- Develop basic database applications for the business environment
- Troubleshoot database problems

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>BTS 168</b>	Business Data Management Tools	<b>5</b>
<b>BTS 268</b>	Advanced Business Data Management Tools	<b>5</b>
<b>DBA 130</b>	Database Theory	<b>5</b>
<i>Choose 3-5 credits from the following:</i>		<b>3-5</b>
<b>BTS 144</b>	Personal Information Manager (3 Cr)	
<b>DBA 232</b>	Database Administration (5 Cr)	
<b>IT 103</b>	Networking Basics (5 Cr)	
<b>PROG 110</b>	Introduction to Programming (5 Cr)	
<b>PROG 160</b>	Systems Analysis and Design (5 Cr)	
<b>TOTAL</b>		<b>18-20</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/bts/#dbuserspecialist](http://www.bellevuecollege.edu/programs/degrees/proftech/bts/#dbuserspecialist)

# Criminal Justice

## Criminal Justice

### ASSOCIATE IN APPLIED SCIENCE-T DEGREE

The AAS-T combines technical courses required for job preparation and college-level general education courses. These degrees are designed for the dual purpose of immediate employment and preparation for the junior year in a Washington state bachelor of applied science (BAS) degree program. The AAS-T degree generally will not be accepted in transfer-in preparation for bachelor of arts or bachelor of science degrees although the general education component of the degree will be accepted in transfer.

The Associate in Applied Science-T in Criminal Justice provides students with knowledge of the criminal justice system (law enforcement, court system, and corrections) and stages of the criminal justice process. The curriculum includes coursework in criminal justice and criminology, law enforcement and criminal justice ethics, criminal and constitutional law, and written, verbal, and non-verbal communications. The degree prepares students either for immediate employment or for transfer to a bachelor's degree program. Career pathways include the Washington State Patrol, municipal and county law enforcement agencies, federal agencies, law practice, corrections, private investigations, security, and social service agencies.

#### LEARNING OUTCOMES

Degree recipients should possess the skills and abilities described below:

- Apply basic investigative techniques for developing solutions to crime problems
- Use critical thinking skills to understand and analyze verbal, non-verbal and cultural communications in the field of criminal justice
- Define, explain and contrast the basic sociological, economical and physiological theories relating to the causation of crime
- Demonstrate how the theories relating to the causation of crime, law building and law enforcement reflect the historical context of times and culture in which they were developed
- Explain and analyze different social, legal and political responses to criminal behavior
- Define and explain the different philosophies of policing and determine which philosophy a police department is utilizing by analyzing process, programs and organizational structure
- Define and explain the ethics and ethical paradoxes that face criminal justice professionals
- Define and explain the basic precepts of criminal law as it applies in the state of Washington
- Define and explain the major reform movements which have substantially impacted the policing profession in America

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>CJ&amp; 101</b>	Introduction to Criminal Justice	<b>5</b>
<b>CJ 106</b>	American Corrections System	<b>5</b>
<b>CJ 109</b>	Introduction to Juvenile Justice System	<b>5</b>
<b>CJ&amp; 110</b>	Criminal Law	<b>5</b>
<b>CJ&amp; 112</b>	Introduction to Criminology	<b>5</b>
<b>CJ 202</b>	Principles of Criminal Investigation	<b>5</b>
<b>CJ 248</b>	Ethics in Criminal Justice	<b>5</b>

Course	Course Title	CR
<b>COMMUNICATION</b>		
<b>ENGL&amp; 101</b>	English Composition I	<b>5</b>
<b>CMST 280</b>	Intercultural Communication	<b>5</b>
<b>CMST 285</b>	Nonverbal Communication	<b>5</b>
<i>Choose 5 credits from the following:</i>		<b>5</b>
<b>ENGL 201</b>	The Research Paper (5 Cr)	
<b>ENGL&amp; 235</b>	Technical Writing (5 Cr)	
<b>ENGL 271</b>	Expository Writing (5 Cr)	
<i>Choose 5 credits from the following:</i>		<b>5</b>
<b>CMST&amp; 101</b>	Introduction to Communication (5 Cr)	
<b>CMST&amp; 210</b>	Interpersonal Communication (5 Cr)	
<b>QUANTITATIVE</b>		
<i>Choose 5 credits from the following:</i>		<b>5</b>
<b>MATH&amp; 107</b>	Math in Society (5 Cr)	
<b>MATH 138</b>	College Algebra for Business & Social Science (5 Cr)	
<b>MATH&amp; 141</b>	Precalculus I (5 Cr)	
Any college level Math higher than MATH& 141 (5 Cr)		
<b>NATURAL SCIENCE, SOCIAL SCIENCE, HUMANITIES</b>		
Humanities & Social Science (see below for specific courses)		<b>10</b>
Natural Sciences (see below for specific courses)		<b>10-11</b>
<b>Anthropology (ANTH and ANTH&amp;) 100, 205, 206, 215, 236</b> <b>Astronomy (ASTR and ASTR&amp;) 100, 101</b> <b>Biology (BIOL and BIOL&amp;) 100, 150, 160</b> <b>Botany (BOTAN) 110, 113</b> <b>Chemistry (CHEM and CHEM&amp;) 100, 110</b> <b>Environmental Science (ENVS) 207</b> <b>Geography (GEOG) 106, 205</b> <b>Oceanography (OCEA&amp;) 101</b> <b>Physics (PHYS&amp;) 100</b> <b>Political Science (POLS&amp;) 101, 202</b> <b>Psychology (PSYC and PSYC&amp;) 100, 202, 220, 240</b> <b>Sociology (SOC and SOC&amp;) 101, 201, 270</b>		
The <b>BOLDED</b> numbers are shared (cross-listed) courses with other departments. These courses can count only once for credit [Example: GEOG 106 is the same as GEOL 106 and may only count as GEOG or GEOL]. Consult course catalog or meet with an advisor.		
<b>CRIMINAL JUSTICE AAS-T ELECTIVES</b>		
<i>Choose 5 credits from the following:</i>		<b>5</b>
<b>CJ 102</b>	Policing Operations (5 Cr)	
<b>CJ 200</b>	Criminal Evidence & Procedures—Police Officer (5 Cr)	
<b>CJ 204</b>	Constitutional Law (5 Cr)	
<b>CJ 206</b>	Community-Oriented Policing (5 Cr)	
<b>CJ 242</b>	Law & the Police in a Multicultural Society (5 Cr)	
<b>TOTAL</b>		<b>90-91</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/cj/](http://www.bellevuecollege.edu/programs/degrees/proftech/cj/)

## Diagnostic Ultrasound Technology

### Diagnostic Ultrasound Technology

#### ASSOCIATE IN ARTS DEGREE

Diagnostic Ultrasound Technology uses energy in the form of ultrasound to diagnose pathology and assess fetal well-being. The Associate of Arts degree in Diagnostic Ultrasound provides training in ultrasound patient services and related diagnostic techniques. The program offers training in the following specialty tracks: General (Abdomen & OB/GYN); Vascular Technology; and Echocardiography. Students must declare their specialty track of sonography practice at time of application. The program uses a selective-admissions process, with admissions guidelines published annually. Graduates are eligible to apply to take the American Registry of Diagnostic Medical Sonography and the American Registry of Radiologic Technology examination. It is accredited by the Commission on Accreditation of Allied Health Education Programs.

Ultrasonography, commonly called sonography, is a diagnostic medical procedure that uses high frequency sound waves (ultrasound) to produce dynamic visual images of organs, tissues, or blood flow inside the body. Sonography can be used to examine many parts of the body, such as the abdomen, breasts, female reproductive system, prostate, heart, and blood vessels. Sonography is increasingly being used in the detection and treatment of heart disease, heart attack, and vascular disease that can lead to stroke. It is also used to guide fine needle, tissue biopsy to assist in taking a sample of cells from an organ for lab testing (for example, a test for cancer in breast tissue). Unlike X-rays, sonography is a radiation-free imaging modality.

Sonographers have extensive, direct patient contact that may include performing some invasive procedures. They must be able to interact compassionately and effectively with people who range from healthy to critically ill.

#### LEARNING OUTCOMES

Degree recipients should possess the skills and abilities described below:

- Function in the capacity as an entry-level sonographer; acquiring diagnostic ultrasound images of the patient's anatomy to aid the physician in the diagnosis of various pathological conditions
- Act in the best interests of the patient and the institution through the prudent use of safety measures, techniques and equipment to prevent harm to patient, facility or oneself
- Act within the Ultrasonography Scope of Practice as outlined by the Society of Diagnostic Medical Sonographers
- Exercise independent judgment and discretion in the technical performance of medical imaging procedures
- Assimilate pertinent clinical information, ultrasound findings and knowledge of normal and abnormal conditions into a cohesive and complete ultrasound examination for interpreting physicians
- Communicate effectively with patients, family members, hospital staff, and the general public, and demonstrate professionalism in all actions and communications

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>BIOL&amp; 241</b>	Human Anatomy & Physiology I	<b>6</b>
<b>BIOL&amp; 242</b>	Human Anatomy & Physiology II	<b>6</b>
<b>HPRO 120</b>	Medical Terminology	<b>3</b>
<b>MATH&amp; 141</b>	Precalculus I	<b>5</b>
<b>PHYS&amp; 100</b>	Physics – Basic Concepts	<b>5</b>
Choose 5 Credits from the following		<b>5</b>
<b>ENGL 201</b>	The Research Paper (5 Cr)	
<b>ENGL&amp; 235</b>	Technical Writing (5 Cr)	
Five credits from BC approved Cultural Diversity courses (5 Cr) (see DUTEC program website)		<b>5</b>

Course	Course Title	CR
<b>GENERAL ULTRASOUND</b>		
<b>FIRST YEAR – FALL QUARTER</b>		
<b>DUTEC 100</b>	Introduction to Sonography	<b>3</b>
<b>DUTEC 105</b>	Pathophysiology I	<b>3</b>
<b>DUTEC 107</b>	Human Cross – Section Anatomy	<b>7</b>
<b>DUTEC 130</b>	Small Parts with Vasculature Sonography	<b>3</b>
<b>DUTEC 170</b>	Ultrasound Physics and Instrumentation I	<b>3</b>
<b>FIRST YEAR – WINTER QUARTER</b>		
<b>DUTEC 106</b>	Pathophysiology II	<b>3</b>
<b>DUTEC 110</b>	Abdominal Scanning & Techniques	<b>5</b>
<b>DUTEC 135</b>	Ultrasound Equipment I	<b>3</b>
<b>DUTEC 171</b>	Ultrasound Physics & Instrumentation II	<b>3</b>
<b>FIRST YEAR – SPRING QUARTER</b>		
<b>DUTEC 112</b>	Pathophysiology III	<b>3</b>
<b>DUTEC 120</b>	Obstetrics & Gynecological Sonography	<b>5</b>
<b>DUTEC 145</b>	Ultrasound Equipment II	<b>4</b>
<b>DUTEC 160</b>	Vascular Ultrasound Technology	<b>3</b>
<b>FIRST YEAR – SUMMER QUARTER</b>		
<b>DUTEC 102</b>	Practical Aspects of Sonography	<b>3</b>
<b>DUTEC 113</b>	Pathophysiology IV	<b>3</b>
<b>DUTEC 165</b>	Ultrasound Equipment III	<b>3</b>
<b>DUTEC 180</b>	Advanced Studies General Ultrasound	<b>3</b>
<b>SECOND YEAR – FALL QUARTER</b>		
<b>DUTEC 210</b>	Clinical Practicum I	<b>13</b>
<b>SECOND YEAR – WINTER QUARTER</b>		
<b>DUTEC 220</b>	Clinical Practicum II	<b>13</b>
<b>SECOND YEAR – SPRING QUARTER</b>		
<b>DUTEC 230</b>	Clinical Practicum III	<b>13</b>
<b>SECOND YEAR – SUMMER QUARTER</b>		
<b>DUTEC 240</b>	Clinical Practicum IV	<b>13</b>
<b>GENERAL ULTRASOUND GRAND TOTAL</b>		<b>112</b>

<b>VASCULAR TECHNOLOGY ULTRASOUND</b>		
<b>FIRST YEAR – FALL QUARTER</b>		
<b>DUTEC 100</b>	Introduction to Sonography	<b>3</b>
<b>DUTEC 105</b>	Pathophysiology I	<b>3</b>
<b>DUTEC 107</b>	Human Cross–Section Anatomy	<b>7</b>
<b>DUTEC 130</b>	Small Parts with Vasculature Sonography	<b>3</b>
<b>DUTEC 170</b>	Ultrasound Physics and Instrumentation I	<b>3</b>
<b>FIRST YEAR – WINTER QUARTER</b>		
<b>DUTEC 106</b>	Pathophysiology II	<b>3</b>
<b>DUTEC 110</b>	Abdominal Scanning & Techniques	<b>5</b>

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## Diagnostic Ultrasound Technology

Course	Course Title	CR
DUTEC 135	Ultrasound Equipment I	3
DUTEC 171	Ultrasound Physics & Instrumentation II	3
<b>FIRST YEAR – SPRING QUARTER</b>		
DUTEC 112	Pathophysiology III	3
DUTEC 120	Obstetrics & Gynecological Sonography	5
DUTEC 145	Ultrasound Equipment II	4
DUTEC 160	Vascular Ultrasound Technology	3
<b>FIRST YEAR – SUMMER QUARTER</b>		
DUTEC 102	Practical Aspects of Sonography	3
DUTEC 113	Pathophysiology IV	3
DUTEC 165	Ultrasound Equipment III	3
DUTEC 182	Advanced Studies Vascular Technology	3
<b>SECOND YEAR – FALL QUARTER</b>		
DUTEC 210	Clinical Practicum I	13
<b>SECOND YEAR – WINTER QUARTER</b>		
DUTEC 220	Clinical Practicum II	13
<b>SECOND YEAR – SPRING QUARTER</b>		
DUTEC 230	Clinical Practicum III	13
<b>SECOND YEAR – SUMMER QUARTER</b>		
DUTEC 240	Clinical Practicum IV	13
<b>VASCULAR TECHNOLOGY ULTRASOUND GRAND TOTAL</b>		<b>112</b>

<b>ECHOCARDIOGRAPHY ULTRASOUND</b>		
<b>FIRST YEAR – FALL QUARTER</b>		
DUTEC 100	Introduction to Sonography	3
DUTEC 105	Pathophysiology I	3
DUTEC 107	Human Cross-Section Anatomy	7
DUTEC 125	Congenital Heart Disease	3
DUTEC 170	Ultrasound Physics and Instrumentation I	3
<b>FIRST YEAR – WINTER QUARTER</b>		
DUTEC 106	Pathophysiology II	3
DUTEC 135	Ultrasound Equipment I	3
DUTEC 150	Basic Echocardiography	4
DUTEC 171	Ultrasound Physics & Instrumentation II	3
<b>FIRST YEAR – SPRING QUARTER</b>		
DUTEC 145	Ultrasound Equipment II	4
DUTEC 155	Echocardiography	5
DUTEC 160	Vascular Ultrasound Technology	3
DUTEC 200	Stress, EKG and Auscultation for Echo	3
<b>FIRST YEAR – SUMMER QUARTER</b>		
DUTEC 102	Practical Aspects of Sonography	3
DUTEC 165	Ultrasound Equipment III	3

Course	Course Title	CR
DUTEC 181	Advanced Studies Echo-Vascular	3
DUTEC 190	Pediatric Echocardiography	3
<b>SECOND YEAR – FALL QUARTER</b>		
DUTEC 210	Clinical Practicum I	13
<b>SECOND YEAR – WINTER QUARTER</b>		
DUTEC 220	Clinical Practicum II	13
<b>SECOND YEAR – SPRING QUARTER</b>		
DUTEC 230	Clinical Practicum III	13
<b>SECOND YEAR – SUMMER QUARTER</b>		
DUTEC 240	Clinical Practicum IV	13
<b>ECHOCARDIOGRAPHY ULTRASOUND GRAND TOTAL</b>		<b>111</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/dutec/#dutecdegree](http://www.bellevuecollege.edu/programs/degrees/proftech/dutec/#dutecdegree)

## Digital Media Arts

### Digital Media Arts

#### ASSOCIATE IN ARTS DEGREE

The Digital Media Arts associate degree provides students the opportunity to gain fundamental skills in the application of digital tools to video, games, animations, design and graphics in a project-based, hands-on environment. A range of elective options supports individual educational and employment goals. Students who have completed the degree should have a strong portfolio, workplace skills and trans-media competency. Robust faculty mentoring and frequent portfolio review support students as they prepare to continue their studies or pursue work as freelance artists or as employees.

#### LEARNING OUTCOMES

Degree recipients should possess the skills and abilities described below:

- Effectively use a variety of tools and processes for producing contemporary forms of digital media
- Effectively use multiple contemporary media delivery platforms and delivery systems
- Use a cluster of industry standard applications to create digital media
- Use current industry standards of production, design, and function within a chosen area of specialization
- Apply coursework and area of specialization towards transitioning from school to working in the industry
- Identify career ladders and options for further education
- Plan, create and maintain a professional portfolio highlighting and marketing skills and capabilities. Present this portfolio via websites, blogs, and social media
- Collaborate and communicate in ways that support design team and/or group production
- Accurately describe the phases of production (pre, production and post) as well as the project management tasks inherent in each phase

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>DMA 100</b>	Portfolio & Employment I	<b>2</b>
<b>DMA 102</b>	Digital Design & Storytelling	<b>5</b>
<b>DMA 103</b>	Graphic Design Fundamentals	<b>5</b>
<b>DMA 104</b>	Motion Graphic Fundamentals	<b>5</b>
<b>DMA 105</b>	Production Studio I	<b>5</b>
<b>DMA 106</b>	Animation & Game Design Fundamentals	<b>5</b>
<b>DMA 107</b>	Web Design Fundamentals	<b>5</b>
<b>DMA 108</b>	Video Fundamentals	<b>5</b>
<b>DMA 201</b>	Portfolio & Employment II	<b>2</b>
<b>DMA 290</b>	Portfolio Presentation and Review	<b>1</b>
<b>DMA 292</b>	Internship in Media	<b>5</b>
<b>WRITTEN COMMUNICATION</b>		
<i>Choose 5 credits from the following:</i>		<b>5</b>
<b>CES 287</b>	American Heroes (5 Cr)	
<b>CMST 136</b>	Writing for the World Wide Web (5 Cr)	
<b>CMST 141</b>	Introduction to Media Writing (5 Cr)	
<b>CMST 216</b>	Scripting for Film & Multimedia (5 Cr)	
<b>ENGL&amp; 101</b>	English Composition I (5 Cr)	
<b>ENGL 201</b>	The Research Paper (5 Cr)	
<b>ENGL 237</b>	Writing Fiction I (5 Cr)	
<b>HIST 120</b>	Global History (5 Cr)	
<b>HIST&amp; 146</b>	US History (5 Cr)	

Course	Course Title	CR
<b>QUANTITATIVE &amp; CRITICAL THINKING</b>		
<i>Choose 5 credits from the following:</i>		<b>5</b>
<b>BUS 145</b>	Business Mathematics (5 Cr)	
<b>MATH&amp;107</b>	Math in Society (5 Cr)	
<b>PHIL 115</b>	Critical Reasoning (5 Cr)	
<b>CULTURAL DIVERSITY</b>		
<i>Choose 5 credits from the following:</i>		<b>5</b>
<b>ANTH&amp; 100</b>	Survey of Anthropology (5 Cr)	
<b>ART 103</b>	American Art & Architecture (5 Cr)	
<b>CES 200</b>	Cultural Pluralism (5 Cr)	
<b>CMST 134</b>	Cultural Studies in Mass Media (5 Cr)	
<b>CMST 280</b>	Intercultural Communication (5 Cr)	
<b>MUSC 117</b>	Music of the World (5 Cr)	
<b>PSYC 250</b>	Cross Cultural Psychology (5 Cr)	
<b>SOC 122</b>	Activism & Social Change (5 Cr)	
<b>SOC 210</b>	Popular Culture (5 Cr)	
<b>SOC 215</b>	TV Culture & Society (5 Cr)	
<b>SOC 275</b>	Technology in Society (5 Cr)	
<b>ELECTIVES</b>		
<i>Choose 30 credits from the following:</i>		
<b>ART 120</b>	Drawing I (5 Cr)	
<b>ART 121</b>	Drawing II (5 Cr)	
<b>CMST 119</b>	History of Animation (5 Cr)	
<b>DMA 125</b>	Drawing for Animation I (5 Cr)	
<b>DMA 126</b>	Drawing for Animation II (5 Cr)	
<b>DMA 140</b>	Gaming Theory (5 Cr)	
<b>DMA 152</b>	Audio & Recording for Digital Media (5 Cr)	
<b>DMA 155</b>	Digital Editing (5 Cr)	
<b>DMA 213</b>	Screen Design (5 Cr)	
<b>DMA 214</b>	Graphics I (5 Cr)	
<b>DMA 215</b>	Graphics II (5 Cr)	
<b>DMA 230</b>	3-D Animation I (5 Cr)	
<b>DMA 231</b>	3-D Animation II (5 Cr)	
<b>DMA 234</b>	Motion Graphics I (5 Cr)	
<b>DMA 235</b>	Motion Graphics II (5 Cr)	
<b>DMA 240</b>	Game Design I (5 Cr)	
<b>DMA 241</b>	Game Design II (5 Cr)	
<b>DMA 255</b>	Video Production I (5 Cr)	
<b>DMA 258</b>	Video Studio Production (5 Cr)	
<b>DMA 259</b>	Video Production II (5 Cr)	
<b>DMA 263</b>	Web Design I (5 Cr)	
<b>DMA 264</b>	Web Design II (5 Cr)	
<b>DMA 291</b>	The Business of Media (5 Cr)	
<b>DMA 294/5/6/7</b>	Special Topics in Digital Media Arts (5 Cr)	
<b>DMA 298</b>	Seminars in Digital Media Arts (5 Cr)	
<b>DMA 299</b>	Individual Studies in Digital Media Arts (5 Cr)	
<b>TOTAL</b>		<b>90</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/dma/#digital\\_media\\_arts](http://www.bellevuecollege.edu/programs/degrees/proftech/dma/#digital_media_arts)

## Digital Media Arts

### Advanced Video Production

#### CERTIFICATE OF ACHIEVEMENT

The Advanced Track Video Production Training program at Bellevue College is a one-year on-the-job training program for individuals who either have some professional video or film experience or prior training in video production. "Class" consists of participating as producers or crew for Television Services productions.

Students receive training in all aspects of video production – from project design to production to post-production. This program gives students the opportunity to work with professional quality equipment and specialize in areas of interest. Admission to program requires application and interview.

Course	Course Title	CR
<b>DMA 271</b>	Production Systems	<b>4</b>
<b>DMA 272</b>	Technical Operation for Video	<b>4</b>
<b>DMA 273</b>	Production Practicum I	<b>4</b>
<b>DMA 274</b>	Production Design	<b>4</b>
<b>DMA 275</b>	Computer-Video Integration I	<b>4</b>
<b>DMA 276</b>	Production Practicum II	<b>4</b>
<b>DMA 277</b>	Production Management	<b>4</b>
<b>DMA 278</b>	Computer-Video Integration II	<b>4</b>
<b>DMA 279</b>	Production Practicum III	<b>4</b>
<b>DMA 280</b>	Production Portfolio	<b>3</b>
<b>DMA 281</b>	Career Preparation	<b>6</b>
<b>DMA 282</b>	Production Practicum IV	<b>3</b>
<b>TOTAL</b>		<b>48</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/dma/#advancedvideocertificate](http://www.bellevuecollege.edu/programs/degrees/proftech/dma/#advancedvideocertificate)



# Early Learning and Teacher Education

## Early Childhood Education

### ASSOCIATE IN APPLIED SCIENCE-T DEGREE

The AAS-T combines technical courses required for job preparation and college-level general education courses. These degrees are designed for the dual purpose of immediate employment and preparation for the junior year in a Washington state bachelor of applied science (BAS) degree program. The AAS-T degree generally will not be accepted in transfer-in preparation for bachelor of arts or bachelor of science degrees although the general education component of the degree will be accepted in transfer.

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>ECED&amp; 105</b>	Introduction to Early Childhood Education	5
<b>ECED&amp; 107</b>	Health, Safety, Nutrition	5
<b>ECED&amp; 120</b>	Practicum—Nurturing Relationships	2
<b>ECED&amp; 160</b>	Curriculum Development	5
<b>ECED&amp; 170</b>	Environments for Young Children	3
<b>ECED&amp; 180</b>	Language and Literacy Development	3
<b>ECED&amp; 190</b>	Observation and Assessment	3
<b>ECED 191</b>	Early Childhood Education Practicum I	5
<b>ECED 192</b>	Early Childhood Education Practicum II	5
<b>EDUC&amp; 130</b>	Guiding Behavior	3
<b>EDUC&amp; 150</b>	Child, Family, Community	1
<b>EDUC&amp; 204</b>	Exceptional Child	5
<b>EDUC 240</b>	Culture and Human Diversity in Education	3
Choose 5 credits from the following:		5
<b>EDUC&amp; 115</b>	Business Spreadsheet Analysis & Design (5 Cr)	
<b>PSYC&amp; 200</b>	Business Law (5 Cr)	
<b>COMMUNICATION</b>		
Choose 10 credits from the following:		10
<b>ENGL&amp; 101</b>	English Composition I	
<b>ENGL 201</b>	The Research Paper (5 Cr)	
<b>ENGL&amp; 235</b>	Technical Writing (5 Cr)	
<b>ENGL 271</b>	Expository Writing (5 Cr)	
<b>QUANTITATIVE</b>		
Choose 5 credits from the following:		5
<b>BA 240</b>	Statistical Analysis (5 Cr)	
<b>MATH&amp; 107</b>	Math in Society (5 Cr)	
<b>MATH 130</b>	Introduction to Statistics (5 Cr)	
<b>MATH&amp; 131</b>	Math for Elementary Education I (5 Cr)	
<b>MATH&amp; 132</b>	Math for Elementary Education II (5 Cr)	
<b>MATH 138</b>	College Algebra for Business & Social Science (5 Cr)	
<b>MATH&amp; 141</b>	Precalculus I (5 Cr)	
<b>MATH&amp; 142</b>	Precalculus II (5 Cr)	
<b>MATH&amp; 148</b>	Business Calculus (5 Cr)	
<b>MATH&amp; 151</b>	Calculus I (5 Cr)	
<b>MATH&amp; 152</b>	Calculus II (5 Cr)	
<b>MATH&amp; 153</b>	Calculus III (5 Cr)	
<b>MATH 208</b>	Introduction to Linear Algebra (5 Cr)	
<b>MATH 238</b>	Differential Equations (5 Cr)	
<b>MATH&amp; 254</b>	Calculus IV (5 Cr)	

## HUMANITIES

Choose 10 credits from the following\*:

10

<b>ART 105</b>	Art Appreciation (v 1-5 Cr)
<b>ASL&amp; 121</b>	American Sign Language I (5 Cr)
<b>CMST&amp; 101</b>	Introduction to Communication (5 Cr)

\*You may also choose courses from the Associate in Arts & Sciences Degree (DTA) list online. Only one language course for a maximum of 5 credits allowed in Humanities.

## SOCIAL SCIENCE

Choose 10 credits from the following\*:

10

<b>ANTH&amp; 206</b>	Cultural Anthropology (5 Cr)
<b>HIST 101</b>	History of Civilization Cultural Traditions (5 Cr)
<b>PSYC&amp; 100</b>	General Psychology (5 Cr)
<b>SOC&amp; 101**</b>	Introduction to Sociology (5 Cr)

\*You may also choose courses from the Associate in Arts & Sciences Degree (DTA) list online. \*\*Eastern Washington University recommends SOC& 101 to satisfy an EWU required sociology course.

## NATURAL SCIENCE

Choose 5-6 credits from the following:

5-6

<b>ASTR&amp; 101</b>	Introduction to Astronomy (6 Cr)
<b>ASTR 201</b>	Selected Topics in Advanced Astronomy (6 Cr)
<b>BIOL/BIOL&amp;</b>	Choose from Associate in Arts & Sciences DTA list
<b>BOTAN 110</b>	Introduction to Plant Biology (6 Cr)
<b>BOTAN 113</b>	Plant Identification & Classification (6 Cr)
<b>BOTAN 120</b>	Introduction to Mycology (6 Cr)
<b>CHEM 100</b>	Chemical Explorations (5 Cr)
<b>CHEM&amp; 110</b>	Chemical Concepts w/Lab (6 Cr)
<b>ENVS 207</b>	Field & Laboratory Environmental Science (6 Cr)
<b>ENVS 250</b>	Puget Sound Ecology (6 Cr)
<b>GEOL&amp; 101</b>	Introduction to Physical Geology (6 Cr)
<b>GEOL 103</b>	History of Earth (6 Cr)
<b>OCEA&amp; 101</b>	Introduction to Oceanography (6 Cr)
<b>PHYS&amp; 100</b>	Physics—Basic Concepts (5 Cr)
<b>PHYS 109</b>	Science for Information Technology (6 Cr)
<b>PHYS&amp; 114</b>	General Physics I (6 Cr)
<b>PHYS&amp; 115</b>	General Physics II (6 Cr)
<b>PHYS&amp; 116</b>	General Physics III (6 Cr)
<b>PHYS 121</b>	General Engineering Physics I (6 Cr)
<b>PHYS 122</b>	General Engineering Physics II (6 Cr)
<b>PHYS 123</b>	General Engineering Physics III (6 Cr)

## TOTAL

93-94

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/eced/](http://www.bellevuecollege.edu/programs/degrees/proftech/eced/)

# Early Learning and Teacher Education

## Early Childhood Education

### ASSOCIATE IN ARTS DEGREE

The Associate in Arts Degree in Early Childhood Education is designed to meet the Washington State Career Lattice guidelines for people interested in becoming lead teachers, program supervisors, program directors or family support specialists in early childhood settings, caring for and educating young children. Emphasis is placed on active student involvement, observation, participation, and practical experience. Classes help adults increase their understanding of the physical, intellectual, emotional and social development of children and to apply developmentally appropriate guidance and curriculum methods to meet the individual and group needs of children and their families. Students also complete general education requirements. Credits earned may be applied to the 90 credit AAS-T Early Childhood Education Transfer Degree.

### LEARNING OUTCOMES

Degree recipients should possess the skills and abilities described below:

- Promote child development and learning by using their understanding of young children's characteristics and needs to create environments that are healthy, respectful, supportive, and challenging for children of all abilities.
- Build and value diverse family and community relationships and support by demonstrating their understanding of the importance and complex characteristics of children's families and communities.
- Observe, document and assess young children and use systematic observations, documentation, and other effective assessment strategies in a responsible way, in partnership with families and other professionals, to positively influence children's development.
- Connect with children and families by knowing, understanding, and using positive relationships and supportive interactions as the foundation for their work with young children.
- Use developmentally effective approaches by knowing, understanding, and using a wide array of approaches, strategies, and tools to positively influence children's development and learning.
- Utilize content knowledge in early education by applying the essential concepts, inquiry tools, and academic subjects; and use resources to deepen their understanding.
- Design, implement, and evaluate relevant, challenging, and responsive curriculum that promotes comprehensive developmental and learning outcomes for young children of all cultures.
- Identify, explain, and apply appropriate guidance techniques and theories as an important classroom management tool.
- Identify, explain, and apply nutrition, health and safety practices and procedures appropriate for use when teaching young children.
- Write clearly and effectively for varied audiences and purposes.
- Use, analyze and draw inferences from numerical and symbolic modes of communication.
- Graduates will be engaged as members of the Early Childhood profession and use ethical guidelines and other professional standards related to early childhood practice.

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>ECED&amp; 105</b>	Introduction to Early Childhood Education	<b>5</b>
<b>ECED&amp; 107</b>	Health, Safety and Nutrition	<b>5</b>
<b>ECED&amp; 120</b>	Practicum—Nurturing Relationships	<b>2</b>
<b>ECED&amp; 132</b>	Infants/Toddlers Care	<b>3</b>
<b>ECED&amp; 160</b>	Curriculum Development	<b>5</b>
<b>ECED&amp; 170</b>	Environments for Young Children	<b>3</b>
<b>ECED&amp; 180</b>	Language and Literacy Development	<b>3</b>
<b>ECED&amp; 190</b>	Observation and Assessment	<b>3</b>
<b>ECED 191</b>	Early Childhood Education Practicum I	<b>5</b>
<b>ECED 192</b>	Early Childhood Education Practicum II	<b>5</b>
<b>EDUC&amp; 115</b>	Child Development	<b>5</b>
<b>EDUC&amp; 130</b>	Guiding Behavior	<b>3</b>
<b>EDUC&amp; 150</b>	Child, Family and Community	<b>3</b>
<b>EDUC&amp; 204</b>	The Exceptional Child	<b>5</b>
<b>EDUC 240</b>	Culture & Human Diversity in Education	<b>3</b>
<b>ENGL&amp; 101</b>	English Composition I	<b>5</b>
<b>PSYC&amp; 100</b>	General Psychology	<b>5</b>
<b>SOC&amp; 101</b>	Introduction to Sociology	<b>5</b>
<i>Choose 5 credits from the following:</i>		<b>5</b>
<b>CMST&amp; 101</b>	Introduction to Communication (5 Cr)	
<b>CMST&amp; 210</b>	Interpersonal Communication (5 Cr)	
<b>CMST&amp; 230</b>	Small Group Communication (5 Cr)	
<i>Choose 5 credits from the following:</i>		<b>5</b>
<b>MATH&amp; 107</b>	Math in Society (5 Cr)	
<b>MATH&amp; 131</b>	Math for Elementary Education I (5 Cr)	
<i>Choose 5-6 credits from the following:</i>		<b>5-6</b>
<b>ASTR&amp; 101</b>	Introduction to Astronomy (6 Cr)	
<b>BIOL&amp; 100</b>	Survey of Biology (6 Cr)	
<b>BIOL 108</b>	Human Biology (6 Cr)	
<b>BOTAN 110</b>	Introduction Plant Biology (6 Cr)	
<b>CHEM&amp; 110</b>	Chemical Concepts w/Lab (6 Cr)	
<b>GEOL&amp; 101</b>	Introduction to Physical Geology (6 Cr)	
<b>NUTR 100</b>	Personal Nutrition (5 Cr)	
<b>OCEA&amp; 101</b>	Introduction to Oceanography w/Lab (6 Cr)	
<b>PHYS&amp; 100</b>	Physics – Basic Concepts (5 Cr)	
<b>PHYS 104</b>	Discoveries in Physics (6 Cr)	
<b>APPROVED ELECTIVES</b>		<b>1-2</b>
<b>TOTAL</b>		<b>90</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/eced/#EarlyChildhoodEd](http://www.bellevuecollege.edu/programs/degrees/proftech/eced/#EarlyChildhoodEd)

## Early Learning and Teacher Education

### Early Childhood Education State Certificate

#### CERTIFICATE OF ACHIEVEMENT

The State Early Childhood Education Certificate is designed to meet the Washington State Career Lattice guidelines for people interested in becoming teacher assistants in early childhood, early elementary, special education or other settings caring for and educating young children. Emphasis is placed on active student involvement, observation, participation, and practical experience. Classes help adults increase their understanding of the physical, intellectual, emotional and social development of children and to apply developmentally appropriate guidance and curriculum methods to meet the individual and group needs of children and their families. Credits earned may be applied to the 90 credit Associate in Arts Degree Early Childhood Education Degree.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Build and value diverse family and community relationships and support by demonstrating their understanding of the importance and complex characteristics of children's families and communities.
- Observe, document and assess young children and use systematic observations, documentation, and other effective assessment strategies in a responsible way, in partnership with families and other professionals, to positively influence children's development.
- Connect with children and families by knowing, understanding, and using positive relationships and supportive interactions as the foundation for their work with young children.
- Use developmentally effective approaches by knowing, understanding, and using a wide array of approaches, strategies, and tools to positively influence children's development and learning.
- Utilize content knowledge in early education by applying the essential concepts, inquiry tools, and academic subjects; and use resources to deepen their understanding.
- Identify, explain, and apply appropriate guidance techniques and theories as an important classroom management tool.
- Identify, explain, and apply nutrition, health and safety practices and procedures appropriate for use when teaching young children.
- Write clearly and effectively for varied audiences and purposes.
- Use, analyze and draw inferences from numerical and symbolic modes of communication.
- Be engaged as members of the Early Childhood profession and use ethical guidelines and other professional standards related to early childhood practice.

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>ECED&amp; 105</b>	Introduction to Early Childhood Education	<b>5</b>
<b>ECED&amp; 107</b>	Health, Safety and Nutrition	<b>5</b>
<b>ECED&amp; 120</b>	Practicum – Nurturing Relationships	<b>2</b>
<b>ECED&amp; 160</b>	Curriculum Development	<b>5</b>
<b>ECED&amp; 170</b>	Environments for Young Children	<b>3</b>
<b>ECED&amp; 180</b>	Language and Literacy Development	<b>3</b>
<b>ECED&amp; 190</b>	Observation and Assessment	<b>3</b>
<b>EDUC&amp; 115</b>	Child Development	<b>5</b>
<b>EDUC&amp; 130</b>	Guiding Behavior	<b>3</b>
<b>EDUC&amp; 150</b>	Child, Family and Community	<b>3</b>
<b>ENGL&amp; 101</b>	English Composition I	<b>5</b>

Course	Course Title	CR
Choose 5 credits from the following:		<b>5</b>
<b>MATH&amp;107</b>	Math in Society (5 Cr)	
<b>MATH&amp; 131</b>	Math for Elementary Education I (5 Cr)	
<b>TOTAL</b>		<b>47</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/eced/#Early\\_Childhood\\_Education\\_State\\_Certificate](http://www.bellevuecollege.edu/programs/degrees/proftech/eced/#Early_Childhood_Education_State_Certificate)

### State Short Certificate of Specialization Infants and Toddlers

#### CERTIFICATE OF ACCOMPLISHMENT

The State Short Early Childhood Education Certificate of Specialization-Infants and Toddlers is designed to meet the Washington State Career Lattice guidelines for people interested in caring for and educating young children from birth to age 3 in a variety of child care settings. Emphasis is placed on active student involvement, observation, participation, and practical experience. Classes help adults increase their understanding of the physical, intellectual, emotional and social development of children and to apply developmentally appropriate guidance and curriculum methods to meet the individual and group needs of children and their families. Credits earned may be applied to the 47 credit State Early Childhood Education Certificate and the Associate in Arts Degree Early Childhood Education and AAS-T Early Childhood Education Transfer Degree.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Observe, document and assess young children and use systematic observations, documentation, and other effective assessment strategies in a responsible way, in partnership with families and other professionals, to positively influence children's development.
- Connect with children and families by knowing, understanding, and using positive relationships and supportive interactions as the foundation for their work with young children.
- Use developmentally effective approaches by knowing, understanding, and using a wide array of approaches, strategies, and tools to positively influence children's development and learning.
- Identify, explain, and apply appropriate guidance techniques and theories as an important classroom management tool.
- Identify, explain, and apply nutrition, health and safety practices and procedures appropriate for use when teaching young children.
- Be engaged as members of the Early Childhood profession and use ethical guidelines and other professional standards related to early childhood practice.

Course	Course Title	CR
<b>ECED&amp; 105</b>	Introduction to Early Childhood Education	<b>5</b>
<b>ECED&amp; 107</b>	Health, Safety, and Nutrition	<b>5</b>
<b>ECED&amp; 120</b>	Practicum—Nurturing Relationships	<b>2</b>
<b>ECED&amp; 132</b>	Infants/Toddlers Care	<b>3</b>
<b>ECED&amp; 115</b>	Child Development	<b>5</b>
<b>TOTAL</b>		<b>20</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/eced/#Early\\_Childhood\\_Education\\_Infant\\_and\\_Toddler\\_Care](http://www.bellevuecollege.edu/programs/degrees/proftech/eced/#Early_Childhood_Education_Infant_and_Toddler_Care)



## Early Learning and Teacher Education

### State Short Certificate of Specialization General

#### CERTIFICATE OF ACCOMPLISHMENT

The State Short Early Childhood Education Certificate of Specialization—General is designed to meet the Washington State Career Lattice guidelines for people in-retested in becoming teacher assistants in early childhood, early elementary, special education or other settings caring for and educating young children. Emphasis is placed on active student involvement, observation, participation, and practical experience. Classes help adults increase their understanding of the physical, intellectual, emotional and social development of children and to apply developmentally appropriate guidance and curriculum methods to meet the individual and group needs of children and their families. Credits earned may be applied to the 47 credit State Early Childhood Education Certificate and the 90 credit Associate in Arts Degree Early Childhood Education and AAS-T Early Childhood Education Transfer Degree.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Observe, document and assess young children and use systematic observations, documentation, and other effective assessment strategies in a responsible way, in partnership with families and other professionals, to positively influence children's development.
- Connect with children and families by knowing, understanding, and using positive relationships and supportive interactions as the foundation for their work with young children.
- Identify, explain, and apply appropriate guidance techniques and theories as an important classroom management tool.
- Identify, explain, and apply nutrition, health and safety practices and procedures appropriate for use when teaching young children.
- Be engaged as members of the Early Childhood profession and use ethical guidelines and other professional standards related to early childhood practice

Course	Course Title	CR
<b>ECED&amp; 105</b>	Introduction to Early Childhood Education	<b>5</b>
<b>ECED&amp; 107</b>	Health, Safety and Nutrition	<b>5</b>
<b>ECED&amp; 120</b>	Practicum—Nurturing Relationships	<b>2</b>
<b>EDUC&amp; 115</b>	Child Development	<b>5</b>
<b>EDUC&amp; 130</b>	Guiding Behavior	<b>3</b>
<b>TOTAL</b>		<b>20</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/eced/#Early\\_Childhood\\_Education\\_General\\_Early\\_Childhood\\_Education](http://www.bellevuecollege.edu/programs/degrees/proftech/eced/#Early_Childhood_Education_General_Early_Childhood_Education)

### State Initial Early Childhood Education Certificate

#### CERTIFICATE OF COMPLETION

The Initial State Certificate (Early Childhood Education) is designed to meet the Washington State Career Lattice guidelines for teacher assistants in early childhood, early elementary, special education or other settings caring for and educating young children. Classes help adults increase their understanding of the physical, intellectual, emotional and social development of children and to apply developmentally appropriate guidance and curriculum methods to meet the individual and group needs of children and their families. Emphasis is placed on active student involvement, observation, participation, and practical experience. Credits earned may be applied to the 20 credit Certificates of Specialization, 47 credit Early Childhood Education State Certificate and the 90 credit Associate in Arts Degree Early Childhood Education and AAS-T Early Childhood Education Transfer Degree.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Connect with children and families by knowing, understanding, and using positive relationships and supportive interactions as the foundation for their work with young children.
- Identify, explain, and apply appropriate guidance techniques and theories as an important classroom management tool.
- Identify, explain, and apply nutrition, health and safety practices and procedures appropriate for use when teaching young children.
- Be engaged as members of the Early Childhood profession and use ethical guidelines and other professional standards related to early childhood practice.

Course	Course Title	CR
<b>ECED&amp; 105</b>	Introduction to Early Childhood Education	<b>5</b>
<b>ECED&amp; 107</b>	Health, Safety, and Nutrition	<b>5</b>
<b>ECED&amp; 120</b>	Practicum—Nurturing Relationships	<b>2</b>
<b>TOTAL</b>		<b>12</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/eced/#Early\\_Childhood\\_Education\\_Initial\\_Certificate](http://www.bellevuecollege.edu/programs/degrees/proftech/eced/#Early_Childhood_Education_Initial_Certificate)

## Information Systems

### Information Systems

#### ASSOCIATE IN APPLIED SCIENCE-T DEGREE

The Information Systems degree includes concentrations for students interested in software development, database administration or business intelligence. Students also take general education courses. The degree prepares graduates for entry-level developer/analyst positions and for continuation to a Baccalaureate institution. Certificates of Accomplishment and Achievement in Business Intelligence Developer, Database Administration Assistant, Introductory .NET Programming, Programming for Web Development, Database Report Developer, Business Intelligence Analyst, Intermediate Applications Developer, Introductory C++ Programming, and Database Analyst may be applied toward the degree.

#### LEARNING OUTCOMES

Degree recipients should possess the skills and abilities described below:

- Communicate effectively in the three areas of listening, writing and speaking
- Apply critical thinking and logical research to technological problems in their area of concentration
- Create stored procedures, triggers and cursors using an appropriate database server programming language
- Use common relational database terminology and normalization to design a relational database

#### BUSINESS INTELLIGENCE TRACK

- Use current business tools to develop strategies for supporting decision support systems
- Create and manipulate advanced On Line Analytical Processing (OLAP) objects that satisfy stated requirements
- Design, create and apply Multi Dimensional (MDX) queries against an OLAP cube design and create data mining models based on a business scenario

#### DATABASE ADMINISTRATION TRACK

- Describe the role of a database administrator (DBA) for a "high end" relational database implementation
- Install and configure a new instance of a database server along with the rules and roles required
- Design and implement a database backup and recovery plan based on a stated business scenario
- Monitor database server performance and tune the server as required

#### SOFTWARE DEVELOPMENT TRACK

- Using .NET compliant programming languages, write, compile, debug and execute well engineered and maintainable programs that effectively meet the requirements for Web and/or Windows applications
- Write code for efficiently designed N-tiered business applications
- Explain and apply the necessary processes, tools and skills used in the systems analysis and system design phases of a project
- Create and utilize relational databases, including modeling data, developing queries, customizing forms and reports, using code, creating charts and working with graphics

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>BUSIT 103</b>	SQL Fundamentals	5
<b>CMST 250</b>	Organizational Communication	5
<b>DBA 130</b>	Database Theory	5

Course	Course Title	CR
<b>ENGL&amp; 101</b>	English Composition I	5
<b>IT 103</b>	Networking Basics	5
<b>PROG 110</b>	Introduction to Programming	5
<b>PROG 140</b>	SQL & Relational Database Programming	5
<b>COMMUNICATION</b>		
Choose 5 credits from the following:		5
<b>ENGL 201</b> <b>ENGL&amp; 235</b>	The Research Paper (5 Cr) Technical Writing (5 Cr)	
<b>QUANTITATIVE</b>		
Choose 5 credits from the following:		5
<b>BA 240</b> <b>MATH 130</b>	Statistical Analysis (5 Cr) Introduction to Statistics (5 Cr)	
<b>NATURAL SCIENCE, SOCIAL SCIENCE, HUMANITIES</b>		
Choose one from the following:		5-6
<b>PHYS 109</b>	Science for Information Technology (6 Cr) Any lab science (5-6 Cr)	
<b>ELECTIVES</b>		
Choose 5 credits from the following:		5
<b>PROG 117</b> <b>PROG 118</b>	Web Development II(5 Cr) Windows Development II (5 Cr)	
<b>TOTAL</b>		<b>55-56</b>

#### CHOOSE ONE TRACK FROM THE FOLLOWING:

##### BUSINESS INTELLIGENCE TRACK

<b>BUSIT 105</b>	Multi-Dimensional Analysis I	5
<b>BUSIT 110</b>	Data Warehouse I	5
<b>BUSIT 115</b>	Data Mining I	5
<b>BUSIT 202</b>	Dimensional Modeling	5
<b>BUSIT 205</b>	Multi-Dimensional Analysis	5
<b>BUSIT 209</b>	Data Visualization	5
<b>BUSIT 210</b>	Data Warehouse II	5
<b>TOTAL</b>		<b>35</b>

##### DATABASE ADMINISTRATION TRACK

<b>BUSIT 105</b>	Multi-Dimensional Analysis I	5
<b>DBA 232</b>	Database Administration	5
<b>NSCOM 221</b>	Implementing Server Operating Systems	5
<b>PROG 160</b>	Systems Analysis & Design	5
<b>TECH 223</b>	Using & Supporting Linux	5
Any program approved electives (10 Cr) (see page 2 for program contact information)		10
<b>TOTAL</b>		<b>35</b>

##### SOFTWARE DEVELOPMENT TRACK

<b>PROG 109</b>	Introduction to Web Development	5
<b>PROG 120</b>	Object Oriented Programming Concepts	5
<b>PROG 160</b>	Systems Analysis & Design	5
<b>PROG 210</b>	Enterprise Software Development II	5

Continued on next page...

## Information Systems

Course	Course Title	CR
Choose 5 credits from the following:		5
PROG 225	Enterprise Software Development Project (5 Cr)	
PROG 260	Advanced Topics in Object Oriented Programming (5 Cr)	
Any program approved electives (10 Cr)		10
<b>TOTAL</b>		<b>35</b>
<b>GRAND TOTAL</b>		<b>90-91</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/infosys/#infosysaast](http://www.bellevuecollege.edu/programs/degrees/proftech/infosys/#infosysaast)

### Introductory .NET Programming

#### CERTIFICATE OF ACHIEVEMENT

The certificate in Introductory .NET Programming prepares students for entry-level positions as programmers with companies using Visual Studio .NET and relational databases. Students completing the certificate can design, test, and debug programs in the .NET environment; understand object oriented programming and the software development life cycle; work in a team environment and independently solve problems.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Write, compile, debug and execute well engineered and maintainable programs using a .NET compliant programming language that effectively meets the application requirements
- Use classes to encapsulate business logic functionality in creating an N-tier application structure
- Explain and apply the principles of SQL programming
- Explain and apply the necessary processes, tools and skills used in the systems analysis and system design phases of a project
- Prepare professional documentation and reports

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
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 the following:		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)	
<b>TOTAL</b>		<b>45</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/infosys/#netprogcrt](http://www.bellevuecollege.edu/programs/degrees/proftech/infosys/#netprogcrt)

### Programming for Mobile & Web Development

#### CERTIFICATE OF ACHIEVEMENT

The certificate in Programming for Mobile and Web Development is designed for entry-level positions which require maintenance and development of web-based applications to be used on the desktop and mobile devices.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Prepared for entry-level positions developing websites and Web-based applications
- Use Web development tools, code XHTML, JavaScript, Ajax, and CSS
- Use introductory knowledge of .NET to retrieve and display data for the Web

Course	Course Title	CR
DMA 263	Web Design I	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
PROG 209	Client-Side Web Programming I	5
PROG 219	Client-Side Web Programming II	5
PROG 272	Implementing a Mobile Solution	5
<b>TOTAL</b>		<b>45</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/infosys/#mobilewebprogramming](http://www.bellevuecollege.edu/programs/degrees/proftech/infosys/#mobilewebprogramming)

### Database Administration Assistant

#### CERTIFICATE OF ACCOMPLISHMENT

The certificate in Database Administration Assistant prepares students for entry-level positions in the maintenance and administration of database systems and applications. Database administration employees are required to assume responsibility, do independent research to solve problems, and work in a team environment. The certificate provides students the opportunity to develop and practice database administration skills and knowledge that meet this industry need.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Create an N-tier Windows application using a .NET compliant programming language
- Create stored procedures, triggers and cursors using an appropriate database server programming language
- Design and execute complex queries using Structured Query Language (SQL)
- Design and model a normalized database schema
- Create a departmental database based on an approved design
- Assist in the installation and configuration of database software
- Assist in developing and implementing database security, user permissions, backup, recovery and replication



## Information Systems

Course	Course Title	CR
<b>BUSIT 103</b>	SQL Fundamentals	<b>5</b>
<b>DBA 130</b>	Database Theory	<b>5</b>
<b>DBA 232</b>	Database Administration	<b>5</b>
<b>IT 103</b>	Networking Basics	<b>5</b>
<b>NSCOM 221</b>	Implementing Server Operating Systems	<b>5</b>
<b>PROG 110</b>	Introduction to Programming	<b>5</b>
<b>PROG 118</b>	Windows Development II	<b>5</b>
<b>PROG 140</b>	SQL & Relational Database Programming	<b>5</b>
<b>TOTAL</b>		<b>40</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/infosys/#dbaAssistant](http://www.bellevuecollege.edu/programs/degrees/proftech/infosys/#dbaAssistant)

### Intermediate Applications Developer

#### CERTIFICATE OF ACCOMPLISHMENT

The Intermediate Applications Developer certificate prepares students for advanced-level application software development. The program is designed for students who are seeking to upgrade software development skills to meet current business requirements and requires a programming background.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Write, compile, debug and execute well engineered and maintainable programs using a .NET compliant programming language that effectively meets the application requirements
- Use classes to encapsulate business logic functionality in creating an N-tier application structure
- Explain and apply the principles of SQL programming
- Write data driven applications to update data in relational databases

Course	Course Title	CR
<b>PROG 118</b>	Windows Development II	<b>5</b>
<b>PROG 120</b>	Object Oriented Programming Concepts	<b>5</b>
<b>PROG 140</b>	SQL & Relational Database Programming	<b>5</b>
<b>PROG 210</b>	Enterprise Software Development II	<b>5</b>
<b>PROG 260</b>	Advanced Topics in Object Oriented Programming	<b>5</b>
	Approved Technology Course Elective	<b>5</b>
<b>TOTAL</b>		<b>30</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/infosys/#intermediateappdev](http://www.bellevuecollege.edu/programs/degrees/proftech/infosys/#intermediateappdev)

### Introductory C++ Programming

#### CERTIFICATE OF ACCOMPLISHMENT

The C++ Programming certificate introduces students to the concepts of object-oriented programming, C++ class libraries, and abstract data structures.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Write, compile, debug and execute well engineered and maintainable C++ programs that effectively meet the application requirements
- Prepare professional documentation and reports

Course	Course Title	CR
<b>BUSIT 103</b>	SQL Fundamentals	<b>5</b>
<b>ENGL&amp; 235</b>	Technical Writing	<b>5</b>
<b>PROG 111</b>	Introduction to C++ Programming	<b>5</b>
<b>PROG 113</b>	Intermediate C++ Programming	<b>5</b>
<b>TOTAL</b>		<b>20</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/infosys/#introcplusplus](http://www.bellevuecollege.edu/programs/degrees/proftech/infosys/#introcplusplus)

### Database Report Developer

#### CERTIFICATE OF ACHIEVEMENT

The Database Report Developer certificate prepares students for entry-level positions working with programmers and database analysts to maintain programs, create data analysis reports, work with relational databases and create reports for decision makers. The Certificate of Accomplishment in Database Analyst may be applied toward this certificate.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Create an n-tier Windows application using a .NET compliant programming language
- Create stored procedures, triggers and cursors using an appropriate database server programming language
- Design and execute complex queries using Structured Query Language (SQL)
- Design and model a normalized database schema
- Explain and apply the necessary processes, tools and skills used in the systems analysis and system design phases of a project
- Develop client reports using a reporting software tool
- Design and create a spreadsheet application with intermediate complexity

Course	Course Title	CR
<b>BTS 165</b>	Business Spreadsheet Analysis & Design	<b>5</b>
<b>BUSIT 103</b>	SQL Fundamentals	<b>5</b>
<b>CMST&amp; 230</b>	Small Group Communication	<b>5</b>
<b>DBA 130</b>	Database Theory	<b>5</b>
<b>PROG 110</b>	Introduction to Programming	<b>5</b>
<b>PROG 118</b>	Windows Development II	<b>5</b>
<b>PROG 140</b>	SQL & Relational Database Programming	<b>5</b>
<b>PROG 160</b>	Systems Analysis & Design	<b>5</b>
<b>PROG 175</b>	Database Reporting	<b>5</b>
<b>TOTAL</b>		<b>45</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/infosys/#databaserept](http://www.bellevuecollege.edu/programs/degrees/proftech/infosys/#databaserept)

## Information Systems

### Database Analyst

#### CERTIFICATE OF ACCOMPLISHMENT

The Database Analyst certificate is designed for entry level positions at the departmental level to create relational databases, develop data input forms, and retrieve and display data for department personnel.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Under the direction of a systems analyst, apply the appropriate processes, tools and skills to conduct the systems analysis and system design phases of a project
- Create a Windows application using a .NET compliant programming language
- Develop client reports using a reporting software tool
- Design and create a spreadsheet application using data from a relational database
- Create departmental databases based on an approved design
- Write and execute intermediate SQL queries

Course	Course Title	CR
<b>BTS 165</b>	Business Spreadsheet Analysis & Design	<b>5</b>
<b>BUSIT 103</b>	SQL Fundamentals	<b>5</b>
<b>PROG 110</b>	Introduction to Programming	<b>5</b>
<b>PROG 160</b>	Systems Analysis & Design	<b>5</b>
<b>PROG 175</b>	Database Reporting	<b>5</b>
<b>TOTAL</b>		<b>25</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/infosys/#dataanalyst](http://www.bellevuecollege.edu/programs/degrees/proftech/infosys/#dataanalyst)

### Cloud Technologies

#### CERTIFICATE OF COMPLETION

This is an advanced certificate designed for students who have knowledge of object oriented programming. The certificate introduces students to the world of cloud computing technologies and prepares them to develop and deploy applications in the cloud. Based upon security considerations, performance, and economic factor, students learn to identify scenarios where a cloud computing solution is appropriate. Students are prepared for the increasing number of software development positions involving cloud computing.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Compare and contrast alternative cloud models, performance, security, operations and organization structure
- Describe the IT standards that impact cloud computing including security, connectivity, and hardware infrastructure
- Demonstrate the ability to write, compile, debug and execute well-engineered and maintainable programs using appropriate development tools
- Create a new cloud service project

Course	Course Title	CR
<b>PROG 280</b>	Introduction to Cloud Computing	<b>5</b>
<b>PROG 282</b>	Implementing a Cloud Solution	<b>5</b>
<b>TOTAL</b>		<b>10</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/infosys/#cloudtech](http://www.bellevuecollege.edu/programs/degrees/proftech/infosys/#cloudtech)

### Mobile Technologies

#### CERTIFICATE OF COMPLETION

This is an advanced certificate designed for students who have knowledge of object oriented programming. The certificate introduces students to the world of mobile computing technologies and prepares them to design, develop, test and deploy mobile applications. Students are prepared for the increasing number of software development positions involving mobile applications.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Compare and contrast current mobile computing technologies including various platforms and usability
- Describe the connectivity and security issues associated with mobile devices
- Use simple server services to provide application data
- Design, write, compile, debug and execute well-engineered and maintainable mobile programs using object oriented programming techniques

Course	Course Title	CR
<b>PROG 270</b>	Introduction to Mobile Computing Technologies	<b>5</b>
<b>PROG 272</b>	Implementing a Mobile Solution	<b>5</b>
<b>TOTAL</b>		<b>10</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/infosys/#mobiletech](http://www.bellevuecollege.edu/programs/degrees/proftech/infosys/#mobiletech)

# Interior Design

## Interior Studies

### ASSOCIATE IN ARTS DEGREE

The Associate of Arts in Interior Studies is a two-year degree open to anyone interested in a career in interior design. Graduates have found employment in sales, customer service, or professional support. The degree also forms the foundation for entry into the Bachelor of Applied Arts in Interior Design program.

#### LEARNING OUTCOMES

Degree recipients should possess the skills and abilities described below:

- Apply creative, critical, analytical and strategic thinking skills in all phases of the design process
- Apply design fundamentals, theories and concepts to interior design problems
- Apply knowledge of history in art, architecture, and interior design to contemporary design problems
- Apply the design process to interior design problems, including design programming, schematics and design development
- Produce competent contract documents including coordinated drawings, schedules and specifications
- Communicate information, both oral and written, in a clear, concise and well organized manner
- Use manual and computer-aided drafting skills to create accurate, measured drawings
- Select and effectively integrate a range of presentation skills, including drawing, sketching, lettering, perspective, rendering, and model building, using appropriate media, colors and techniques
- Apply knowledge of interior finishes and materials for appropriate selection, specification, installation and maintenance to interior designs
- Demonstrate the attitudes, traits, and values of professional responsibility, accountability, and effectiveness within the context of interior design process and practice

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>ART 101</b>	Modern Architecture & Design	<b>5</b>
<b>ART 110</b>	Two-Dimensional Design	<b>5</b>
<b>ART 111</b>	Design Color	<b>5</b>
<b>ART 112</b>	Three-Dimensional Design	<b>5</b>
<b>ART 120</b>	Drawing I	<b>5</b>
<b>INDES 140</b>	Introduction to Interior Design	<b>5</b>
<b>INDES 167</b>	Digital Design Tools	<b>2</b>
<b>INDES 171</b>	Interior Design Studio I	<b>5</b>
<b>INDES 172</b>	Interior Design Studio II	<b>5</b>
<b>INDES 242</b>	Interior Materials & Sources	<b>5</b>
<b>INDES 262</b>	Introduction to Computer-Aided Design	<b>5</b>
<b>INDES 265</b>	Design Illustration	<b>5</b>
<b>INDES 267</b>	Digital Design Presentation	<b>3</b>
<b>INDES 273</b>	Interior Design Studio III	<b>5</b>
<b>INDES 280</b>	Contract Documents	<b>5</b>
<b>TOTAL</b>		<b>70</b>

NOTE: Students must earn a C- or better in Interior Design core courses listed above.

Course	Course Title	CR
<b>GENERAL EDUCATION</b>		
<b>ENGL&amp; 101</b>	English Composition I	<b>5</b>
<b>ENVS 100 or choose 5 credits from the following Lab Science courses:</b>		<b>5</b>
<i>(Laboratory component required, indicated by "L")</i>		
<b>Anthropology</b> 205, 215(L)		
<b>Astronomy</b> 100, 101(L), 201(L)		
<b>Biology</b> 100(L), 108(L), 125, 135, 150(L), 160(L), 162(L), 211(L), 212(L), 213(L), 241(L), 242(L), 260(L), 275 (L), 276(L)		
<b>Botany</b> 110(L), 113(L), 120(L)		
<b>Chemistry</b> 100, 110 (L), 121(L), 131(L), 140(L), 161(L), 162(L), 163(L), 261(L) 262(L), 263(L), 265(L), 266(L)		
<b>Environmental Science</b> 100, 105, 110, 207(L), 250(L)		
<b>Geography</b> 106, 205, 206(L)		
<b>Geology</b> 101(L), 103(L), 106, 208(L)		
<b>Meteorology</b> 101, 211		
<b>Nutrition</b> 100, 101		
<b>Oceanography</b> 101(L), 110		
<b>Physics</b> 100, 104(L), 105(L), 109(L), 114(L), 115(L), 116(L), 121(L), 122(L), 123(L), 225		
<b>Psychology</b> 202		
<b>Choose 5 credits from the following Social Science courses:</b>		<b>5</b>
<b>Anthropology</b> 100, 106, 108, 180, 204, 206, 208, 209, 211, 212, 219, 220, 222, 224, 228, 232, 234, 235, 236		
<b>Business</b> 101		
<b>Communication Studies</b> 102, 230		
<b>Cultural and Ethnic Studies</b> 100, 101, 102, 104, 106, 109, 115, 120, 121, 130, 140, 152, 160, 180, 200, 201, 203, 205, 210, 241, 255, 257, 260, 285, 286, 287, 288		
<b>Economics</b> 100, 201, 202, 250, 260		
<b>Geography</b> 100, 102, 105, 123, 200, 207, 250, 258, 277		
<b>History</b> 101, 102, 103, 110, 115, 120, 146, 147, 148, 185, 207, 209, 210, 211, 212, 214, 223, 230, 236, 242, 245, 246, 250, 261, 280		
<b>Humanities</b> 224, 230		
<b>International Studies</b> 150, 200, 201, 202, 204, 227, 261, 280		
<b>Philosophy</b> 102, 112, 122, 160, 201, 248, 260, 265		
<b>Political Science</b> 101, 121, 122, 123, 125, 155, 160, 175, 201, 202, 203, 204, 220, 221, 222, 223, 227, 230		
<b>Psychology</b> 100, 109, 110, 200, 203, 205, 209, 210, 220, 240, 250, 257		
<b>Sociology</b> 101, 105, 122, 150, 201, 215, 230, 240, 246, 248, 249, 250, 252, 253, 254, 255, 256, 258, 260, 262, 264, 265, 268, 270, 275, 278		
<b>Choose 5 credits from the following Quantitative/Symbolic Reasoning (QSR) courses:</b>		<b>5</b>
<b>Mathematics</b> 107, 130, 131, 132, 138, 141,142, 148, 151, 152, 153, 208, 238, 240, 254, 255		
<b>Philosophy</b> 120		
<b>Choose 5 credits from the following Cultural Diversity courses:</b>		<b>5</b>
<b>Anthropology</b> 100, 104, 106, 108, 117, 180, 200, 206, 208, 209, 210, 211, 212, 214, 220, 222, 224,235, 260, 265		
<b>Art</b> 103		
<b>Cultural and Ethnic Studies</b> 100, 101, 106, 109, 120, 121, 130, 140,152, 180, 200, 201, 203, 205, 210, 241, 257		
<b>Communication Studies</b> 134, 250, 280		
<b>French</b> 131, 132, 133, 231, 232, 233		
<b>Geography</b> 200, 277		
<b>TOTAL</b>		<b>95</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/indes/#interiorstudiesdegree](http://www.bellevuecollege.edu/programs/degrees/proftech/indes/#interiorstudiesdegree)

# Marketing Management

## Marketing Management

### ASSOCIATE IN ARTS DEGREE

The Associate of Arts in Marketing Management provides a core of business skills along with specific training in marketing management for employment in sales, customer service, advertising, promotion, and other marketing functions and activities. Students complete course work that emphasizes advertising, marketing segmentation and strategies, branding and product/service development, sales management evaluation, marketing communication, pricing, promotion, distribution, market research, e-marketing, analyzing marketing data, consumer behavior, social media marketing, and international marketing. Career paths include marketing manager, advertising sales agent, market researcher, market analyst and e-marketing specialist. Certificates of Accomplishment or Achievement in Sales and Marketing and Retail Management may be applied to this degree.

#### LEARNING OUTCOMES

Degree recipients should possess the skills and abilities described below:

- Explain and apply the marketing functions of product/service planning, pricing, distribution, and promotion for both domestic and international marketing situations
- Identify and apply the principles of client relations; explain how they apply in building client and customer partnerships
- Identify and apply the principles of retailing and e-marketing principles within the marketing function of a business
- Describe and understand the legal environment in which business and marketing is conducted and basic legal concepts that apply to business organizations and the marketing function
- Demonstrate the ability to engage in media planning strategies, marketing and advertising strategies for business advertising campaigns
- Perform basic business calculations and create budgets for managing expenses
- Apply critical thinking skills to perform marketing research and analyze information
- Communicate marketing concepts effectively both written and orally in clear concise language appropriate to the audience including business presentation skills
- Work an effective team member and leader to develop a marketing plan and reach specific marketing goals
- Demonstrate an understanding of contemporary human relations/organizational behavior in terms of concepts, processes, and models and the issues, advantages, and challenges related to diversity in business organizations
- Identify the issues and challenges related to ethics in current business organizations and in the marketing function, and identify ethical dilemmas in the business setting
- Identify the issues, advantages, and challenges related to diversity in a global workforce

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>BTS 147</b>	Presentation Applications	<b>3</b>
<b>BTS 161</b>	Business Software Essentials	<b>5</b>
<b>BUS&amp; 101</b>	Introduction to Business	<b>5</b>
<b>BUS 120</b>	Organizational Behavior	<b>5</b>
<b>BUS&amp; 201</b>	Business Law	<b>5</b>
<b>CMST&amp; 220</b>	Public Speaking	<b>5</b>
<b>ENGL&amp; 101</b>	English Composition I	<b>5</b>
<b>MKTG 131</b>	Principles of Professional Selling	<b>5</b>
<b>MKTG 154</b>	Principles of Marketing	<b>5</b>
<b>MKTG 200</b>	International Marketing	<b>5</b>

Course	Course Title	CR
<b>MKTG 210</b>	Business Research	<b>5</b>
<b>MKTG 234</b>	Advertising	<b>5</b>
<b>MKTG 240</b>	eMarketing	<b>5</b>
<b>MKTG 271</b>	Consumer Behavior	<b>5</b>
<i>Choose 5 credits from the following:</i>		<b>5</b>
<b>BUS 145</b>	Business Math (5 Cr)	
<b>ACCT 101</b>	Practical Accounting I (5 Cr)	
<b>ACCT&amp; 201</b>	Principles of Accounting I (5 Cr)	
<i>Choose 5 credits from the following:</i>		<b>5</b>
<b>BUS 241</b>	Multicultural Business Consulting (5 Cr)	
<b>BUS 250</b>	Entrepreneurship (5 Cr)	
<b>CES 241</b>	Multicultural Business Consulting (5 Cr)	
<b>MKTG 292</b>	Marketing Internship (1-5 Cr)	
<b>ELECTIVES</b>		
Science Lab elective		<b>6</b>
Six or more credits from BUS/MKTG/IBIT		<b>6</b>
Suggested Electives: Any business division course not listed above with approval of advisor or program chair.		
<b>TOTAL</b>		<b>90</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/mktg/#marketingdegree](http://www.bellevuecollege.edu/programs/degrees/proftech/mktg/#marketingdegree)

## Retail Management

### CERTIFICATE OF ACHIEVEMENT

The Retail Management certificate prepares students for entry-level positions in retailing. The certificate may be applied to the Marketing Management associate degree.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Identify problems within retail organizations and apply principles of organizational structure and organizational behavior to solve the problems
- Accurately perform basic business calculations
- Create a basic marketing plan
- Accurately perform basic bookkeeping or managerial bookkeeping activities
- Use basic features of business software
- Communicate effectively, using suitable communication for the audience and using principles of intercultural sensitivity

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>BTS 109</b>	Business Communications	<b>5</b>
<b>BUS 120</b>	Organizational Behavior	<b>5</b>
<b>BUS 145</b>	Business Mathematics	<b>5</b>
<b>BUS 221</b>	Human Resource Management	<b>5</b>
<b>BUS 222</b>	Advanced Leadership & Management	<b>5</b>
<b>MKTG 135</b>	Principles of Retailing	<b>5</b>
<b>MKTG 154</b>	Principles of Marketing	<b>5</b>
<i>Choose 5 credits from the following:</i>		<b>5</b>
<b>ACCT 101</b>	Practical Accounting I (5 Cr)	
<b>ACCT 234</b>	Managerial Accounting (5 Cr)	

Continued on next page...



## Marketing Management

Course	Course Title	CR
Choose 5 credits from the following:		5
BTS 161	Business Software Essentials (5 Cr)	
BTS 165	Business Spreadsheet Analysis & Design (5 Cr)	
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)	
<b>TOTAL</b>		<b>50</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/mktg/#retailmanagement](http://www.bellevuecollege.edu/programs/degrees/proftech/mktg/#retailmanagement)

### Sales & Marketing

#### CERTIFICATE OF ACHIEVEMENT

The Sales and Marketing Certificate of Achievement builds on the skills developed in the Sales and Marketing Certificate of Accomplishment. This certificate also aligns students for the Marketing Management associate degree.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Apply advanced skills in the fundamentals of marketing, selling, advertising, communication and computer skills to develop or improve business concepts
- Identify and apply the e-marketing principles and concepts to on line organizations
- Enhance oral and written communication skills as well as team building skills through variable marketing assignments
- Demonstrate an ability to work in teams and with diverse groups in developing marketing campaigns and selling presentations to accomplish specific organizational tasks
- Demonstrate knowledge of business software to improve workflow

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
BTS 109	Business Communications	5
BTS 161	Business Software Essentials	5
BUS& 101	Introduction to Business	5
BUS 145	Business Mathematics	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
Choose 5 credits from the following:		5
BUS 120	Organizational Behavior (5 Cr)	
BUS 250	Entrepreneurship (5 Cr)	
MKTG 200	International Marketing (5 Cr)	
<b>TOTAL</b>		<b>50</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/mktg/#salesmarketing](http://www.bellevuecollege.edu/programs/degrees/proftech/mktg/#salesmarketing)

### Sales & Marketing

#### CERTIFICATE OF ACCOMPLISHMENT

The Sales and Marketing Certificate of Accomplishment helps beginners or those interested in entering sales and marketing positions to obtain, enhance or update the marketing, sales and computer skills needed for professional success. The certificate may be applied to the Certificate of Achievement in Sales and Marketing and the Marketing Management associate degree.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Apply basic marketing and sales skills necessary for an entry-level position
- Demonstrate fundamental skills in marketing, selling, advertising, communication and computational skills

Course	Course Title	CR
BTS 161	Business Software Essentials	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
<b>TOTAL</b>		<b>30</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/mktg/#salescertificate](http://www.bellevuecollege.edu/programs/degrees/proftech/mktg/#salescertificate)

# Molecular Sciences

## Molecular Sciences Technician

### ASSOCIATE IN APPLIED SCIENCE-T DEGREE

#### Pending NWCCU Approval

Graduates with a two-year molecular sciences technician degree will be prepared to work as laboratory technicians in a variety of environments, including bioscience research labs, chemical research labs, and environmental science labs. Typical job titles include biological technician, chemical technician, and laboratory technician. Individuals wishing to continue their education to the baccalaureate degree will be well prepared for the BAS in Molecular Biosciences planned at Bellevue College.

#### LEARNING OUTCOMES

Degree recipients should possess the following skills and abilities:

- Read, understand, carry out protocols and use appropriate laboratory equipment with minimal supervision
- Apply the scientific method and good experimental design in the workplace
- Integrate laboratory skills and theory into job-related tasks
- Analyze and summarize scientific data using analytical and computational tools
- Communicate scientific ideas in either written or oral formats in a manner that is appropriate for either a technical or non-technical audience

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>BIOL 275</b>	Laboratory Methods in Genomics	<b>6</b>
<b>BUS&amp; 101</b>	Introduction to Business	<b>5</b>
<b>BTS 147</b>	Presentation Design & Delivery	<b>3</b>
<b>CHEM&amp; 161</b>	General Chemistry I	<b>6</b>
<b>CHEM&amp; 162</b>	General Chemistry II	<b>6</b>
<b>CHEM&amp; 163</b>	General Chemistry III	<b>6</b>
<b>CHEM 275</b>	Introduction to Instrumental Analysis	<b>6</b>
<b>ENGL&amp; 101</b>	English Composition I	<b>5</b>
<b>ENGL&amp; 235</b>	Technical Writing	<b>5</b>
<b>MATH 130</b>	Introduction to Statistics	<b>5</b>
<b>MATH&amp; 151</b>	Calculus I	<b>5</b>
<b>MATH&amp; 152</b>	Calculus II	<b>5</b>
<i>Choose 6 credits from the following:</i>		<b>6</b>
<b>BIOL&amp; 160 and BIOL&amp; 211</b>	General Biology w/Lab (6 Cr) Biology Majors Animal or Cellular or Plant (6 Cr)	
<i>Choose 5 credits from the following (fulfills Cultural Diversity Requirement at Bellevue College):</i>		<b>5</b>
<b>CMST 250</b> <b>CMST 280</b>	Organizational Communication (5 Cr) Intercultural Communication (5 Cr)	
<b>HUMANITIES (5 CREDITS)</b>		
<i>Choose 5 credits from the Direct Transfer Agreement (DTA).</i>		<b>5</b>
<b>SCIENCE ELECTIVES (12 CREDITS)</b>		
<i>Choose 12 credits from the following:</i>		<b>12</b>
<b>BIOL&amp; 241 and BIOL&amp; 242</b>	Anatomy & Physiology I (6 Cr) Anatomy & Physiology II (6 Cr)	
Or two of the following approved science electives:		

Course	Course Title	CR
<b>BIOL&amp; 260</b>	Microbiology (6 Cr)	
<b>CHEM&amp; 131</b>	Introduction to Organic/Biochemistry (6 Cr)	
<b>CHEM&amp; 262</b>	Organic Chemistry II (6 Cr)	
<b>CHEM&amp; 263</b>	Organic Chemistry III (6 Cr)	
<b>PHYS&amp; 114</b>	General Physics I (6 Cr)	
<b>PHYS&amp; 115</b>	General Physics II (6 Cr)	
<b>PHYS&amp; 116</b>	General Physics III (6 Cr)	
<b>PHYS 121</b>	General Engineering Physics I (6 Cr)	
<b>PHYS 122</b>	General Engineering Physics II (6 Cr)	
<b>PHYS 123</b>	General Engineer Physics III (6 Cr)	
<b>TOTAL</b>		<b>91</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/applied/#mstddegree](http://www.bellevuecollege.edu/programs/degrees/proftech/applied/#mstddegree)

## Network Services & Computing Systems – Information Technology

### Network Services & Computing Systems

#### ASSOCIATE IN APPLIED SCIENCE-T DEGREE

The Network Services and Computing Systems Associate in Applied Science-T degree addresses how to connect computers and other resources in a network, perform network maintenance tasks, and install and configure hardware and software in microcomputers. In addition to technical content, the degree includes skills in communication (oral, written, and listening), general business, teamwork, and problem solving.

#### LEARNING OUTCOMES

Degree recipients should possess the skills and abilities described below:

- Write, speak and listen effectively
- Apply critical thinking and logical research to technological problems in area of concentration
- Explain fundamental networking theory, terminology, and industry recognized standards

#### APPLICATION SUPPORT TRACK

- Create business spreadsheets and documents conforming to acceptable business practice
- Compare and contrast memory types, characteristics purpose and install memory in a PC
- Distinguish between the different display devices and their characteristics

#### OPERATING SYSTEM ADMINISTRATION TRACK

- Explain the function of and configure various services to support an enterprise network infrastructure
- Compare and contrast the different operating systems and their features
- Define the functions of client/customer service personnel and analyze how these functions contribute to the development of long-term relationships with clients, customers and suppliers

#### NETWORK ADMINISTRATION TRACK

- Explain the theory and benefits of various technologies employed in Internetworks
- Perform simple hardware and software configuration on a switch and a router
- Explain the function of and configure various services to support an enterprise network infrastructure
- Administer an organization's computer network infrastructure including servers, workstations, printers, and routers and other Internetworking devices
- Monitor network performance, troubleshoot network problems

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>BUS&amp; 101</b>	Introduction to Business	5
<b>CMST 250</b>	Organizational Communication	5
<b>ENGL&amp; 101</b>	English Composition I	5
<b>IT 101</b>	Introduction to Information Technology	5
<b>IT 128</b>	Information Security Essentials	5
<b>MATH 138</b>	College Algebra for Business & Social Science	5
<b>PHYS 109</b>	Science for Information Technology	6
<b>TECH 215</b>	PC Analysis & Configuration I	5
<b>TECH 217</b>	PC Analysis & Configuration II	5
<b>COMMUNICATION</b>		
Choose 5 credits from the following:		5
<b>ENGL 201</b>	The Research Paper (5 Cr)	
<b>ENGL&amp; 235</b>	Technical Writing (5 Cr)	

Course	Course Title	CR
<b>ELECTIVES</b>		
Choose 5 credits from the following:		5
<b>IT 103</b>	Networking Basics (5 Cr)	
<b>NSCOM 201</b>	Cisco Networking I (5 Cr)	
NOTE: Network Administrator track requires NSCOM 201		
<b>TOTAL</b>		<b>56</b>

#### CHOOSE ONE TRACK FROM THE FOLLOWING:

##### APPLICATION SUPPORT TRACK

<b>BTS 144</b>	Personal Information Manager	3
<b>BTS 163</b>	Business Document Design Comprehensive	5
<b>BTS 165</b>	Business Spreadsheet Analysis & Design	5
<b>BTS 168</b>	Business Data Management Tools	5
<b>BTS 171</b>	Operating Systems for Advanced Users	5
<b>TECH 293*</b>	Tech Support Internship I	4
<b>TECH 294*</b>	Tech Support Internship II	4
Choose 5 credits from the following:		5
<b>BTS 189</b>	Webpage Authoring Essentials (5 Cr)	
<b>BTS 280</b>	Project Planning Tracking, & Reporting (5 Cr)	
<b>TOTAL</b>		<b>36</b>

##### OPERATING SYSTEM ADMINISTRATION TRACK

<b>BTS 144</b>	Personal Information Manager	3
<b>NSCOM 220</b>	Implementing Client Operating Systems	5
<b>NSCOM 221</b>	Implementing Server Operating Systems	5
<b>NSCOM 223</b>	Managing a Network Environment	5
<b>TECH 223</b>	Using and Supporting Linux	5
<b>TECH 293*</b>	Tech Support Internship I	4
<b>TECH 294*</b>	Tech Support Internship II	4
Choose 5 credits from the following:		5
<b>BTS 189</b>	Webpage Authoring Essentials (5 Cr)	
<b>BTS 280</b>	Project Planning Tracking, & Reporting (5 Cr)	
<b>TOTAL</b>		<b>36</b>

##### NETWORK ADMINISTRATION TRACK

<b>NSCOM 202</b>	Cisco Networking II	5
<b>NSCOM 203</b>	Cisco Networking III	5
<b>NSCOM 204</b>	Cisco Networking IV	5
<b>NSCOM 220</b>	Implementing Client Operating Systems	5
<b>NSCOM 221</b>	Implementing Server Operating Systems	5
<b>NSCOM 223</b>	Managing a Network Environment	5
<b>NSCOM 227</b>	Implementing Directory Services	5
<b>TOTAL</b>		<b>35</b>
<b>GRAND TOTAL</b>		<b>91-92</b>

\*May substitute TECH 289 Evaluation of Work Experience (4 Cr) for TECH 293 and TECH 294 with advisor permission.

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/nscom/#nscomaast](http://www.bellevuecollege.edu/programs/degrees/proftech/nscom/#nscomaast)

# Network Services & Computing Systems – Information Technology

## Network Services & Computing Systems

### ASSOCIATE IN ARTS DEGREE

The Network Services and Computing Systems Associate in Arts degree addresses how to connect computers and other resources in a network, perform network maintenance tasks, and install and configure hardware and software in microcomputers. In addition to technical content, the degree includes skills in communication (oral, written, and listening), general business, teamwork, and problem solving.

#### LEARNING OUTCOMES

Degree recipients should possess the following skills and abilities in addition to those specific to each track:

- Write, speak and listen effectively
- Apply critical thinking and logical research to technological problems in area of concentration
- Administer an organization's computer network infrastructure including servers, workstations, printers, and routers and other Internetworking devices
- Monitor network performance, troubleshoot network problems
- Explain fundamental networking theory, terminology, and industry recognized standards

#### APPLICATION SUPPORT TRACK

- Create business spreadsheets and documents conforming to acceptable business practice
- Compare and contrast memory types, characteristics purpose and install memory in a PC
- Distinguish between the different display devices and their characteristics

#### OPERATING SYSTEM ADMINISTRATION TRACK

- Explain the function of and configure various services to support an enterprise network infrastructure
- Compare and contrast the different operating systems and their features
- Define the functions of client/customer service personnel and analyze how these functions contribute to the development of long-term relationships with clients, customers and suppliers

#### NETWORK ADMINISTRATION TRACK

- Explain the theory and benefits of various technologies employed in Internetworks
- Perform simple hardware and software configuration on a switch and a router
- Explain the function of and configure various services to support an enterprise network infrastructure

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>BUS&amp; 101</b>	Introduction to Business	5
<b>CMST&amp; 230</b>	Small Group Communication	5
<b>ENGL&amp; 101</b>	English Composition I	5
<b>ENGL&amp; 235</b>	Technical Writing	5
<b>IT 101</b>	Introduction to Information Technology	5
<b>PHYS 109</b>	Science for Information Technology	6
<b>TECH 215</b>	PC Analysis & Configuration I	5
<b>TECH 217</b>	PC Analysis & Configuration II	5
Choose 5 credits from the following:		5
<b>CES 180</b>	American Life & Culture (5 Cr)	
<b>ANTH 180</b>	American Life & Culture (5 Cr)	
Choose 5 credits from the following:		5
<b>MATH 138</b>	College Algebra for Business & Social Science (5 Cr)	
<b>PROG 110</b>	Introduction to Programming (5 Cr)	
NOTE: Preparation for EWU Bachelor of Science in Technology requires MATH 138.		

Course	Course Title	CR
Choose 5 credits from the following:		5
<b>IT 103</b>	Networking Basics (5 Cr)	
<b>NSCOM 201</b>	Cisco Networking I (5 Cr)	
NOTE: Network Administrator track requires NSCOM 201		
<b>TOTAL</b>		56

#### CHOOSE ONE TRACK FROM THE FOLLOWING:

##### APPLICATION SUPPORT TRACK

<b>BTS 144</b>	Personal Information Manager	3
<b>BTS 163</b>	Business Document Design Comprehensive	5
<b>BTS 165</b>	Business Spreadsheet Analysis & Design	5
<b>BTS 168</b>	Business Data Management Tools	5
<b>BTS 171</b>	Operating Systems for Advanced Users	5
<b>TECH 293*</b>	Tech Support Internship I	4
<b>TECH 294*</b>	Tech Support Internship II	4
Choose 5 credits from the following:		5
<b>BTS 189</b>	Webpage Authoring Essentials (5 Cr)	
<b>BTS 280</b>	Project Planning Tracking, & Reporting (5 Cr)	
Elective		2
<b>TOTAL</b>		38

##### OPERATING SYSTEM ADMINISTRATION TRACK

<b>BTS 144</b>	Personal Information Manager	3
<b>NSCOM 220</b>	Implementing Client Operating Systems	5
<b>NSCOM 221</b>	Implementing Server Operating Systems	5
<b>NSCOM 223</b>	Managing a Network Environment	5
<b>TECH 223</b>	Using and Supporting Linux	5
<b>TECH 293*</b>	Tech Support Internship I	4
<b>TECH 294*</b>	Tech Support Internship II	4
Choose 5 credits from the following:		5
<b>BTS 189</b>	Webpage Authoring Essentials (5 Cr)	
<b>BTS 280</b>	Project Planning Tracking, & Reporting (5 Cr)	
Elective		2
<b>TOTAL</b>		38

##### NETWORK ADMINISTRATION TRACK

<b>NSCOM 202</b>	Cisco Networking II	5
<b>NSCOM 203</b>	Cisco Networking III	5
<b>NSCOM 204</b>	Cisco Networking IV	5
<b>NSCOM 220</b>	Implementing Client Operating Systems	5
<b>NSCOM 221</b>	Implementing Server Operating Systems	5
<b>NSCOM 223</b>	Managing a Network Environment	5
<b>NSCOM 227</b>	Implementing Directory Services	5
<b>TOTAL</b>		35
<b>GRAND TOTAL</b>		91-94

\*May substitute TECH 289 Evaluation of Work Experience (4 Cr) for TECH 293 and TECH 294 with advisor permission.

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/nscom/#nscomdegree](http://www.bellevuecollege.edu/programs/degrees/proftech/nscom/#nscomdegree)



## Network Services & Computing Systems – Information Technology

### Cisco Support Technician

#### CERTIFICATE OF ACHIEVEMENT

The Cisco Support Technician certificate addresses design, configuration and support of networks and Internetworks in implementations based on current Cisco Internetworking hardware.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Perform simple hardware and software configuration of a switch and a router
- Explain the theory and benefits of a VLAN and configure a VLAN on a switch
- Create site wiring diagrams and physical and logical topologies for a network
- Apply knowledge of Frame Relay, Integrated Services Digital Network (ISDN) and Point-to-Point Protocol (PPP)
- Describe the Wide Area Network design process and design a Wide Area Network

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
ENGL& 101	English Composition I	5
IT 128	Information Security Essentials	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
<b>TOTAL</b>		<b>46</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/nscom/#ciscotech](http://www.bellevuecollege.edu/programs/degrees/proftech/nscom/#ciscotech)

### Microsoft Network Support

#### CERTIFICATE OF ACHIEVEMENT

The Microsoft Network Support certificate addresses design, configure and support networks, infrastructure and workstations in implementations of varying size based on current Microsoft client and server operating systems.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Configure services to support an enterprise network infrastructure
- Configure connectivity between network segments
- Manage the operation of a network from a central location and identify and resolve network connectivity problems
- Configure Domain Name Service to support a directory services database and install a directory services database
- Centrally manage users, computers and security settings
- Implement and administer a directory services database based on specific design requirements

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
ENGL& 101	English Composition I	5
IT 101	Introduction to Information Technology	5

Course	Course Title	CR
NSCOM 220	Implementing Client Operating Systems	5
NSCOM 221	Implementing Server Operating Systems	5
NSCOM 223	Managing a Network Environment	5
NSCOM 227	Implementing Directory Services	5
TECH 215	PC Analysis & Configuration I	5
TECH 217	PC Analysis & Configuration II	5
Choose 5 credits from the following:		5
IT 103	Networking Basics (5 Cr)	
NSCOM 201	Cisco Networking I (5 Cr)	
<b>TOTAL</b>		<b>45</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/nscom/#microsoftnetworksupport](http://www.bellevuecollege.edu/programs/degrees/proftech/nscom/#microsoftnetworksupport)

### Application & Desktop Support Specialist

#### CERTIFICATE OF ACHIEVEMENT

The Application & Desktop Support Specialist certificate teaches skills used in entry-level positions in desktop support. Desktop support duties include the daily operation and support of computers across local area networks, application-level technical assistance to end-users and creation of written documentation. Technical classes in the certificate map to industry-standard certification tests from COMPTIA. Job titles include IT Specialist, Desktop Support Specialist, Computer Technician, Computer Support Specialist, Help Desk Analyst, Technical Support Specialist, and Computer Specialist

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Diagnose, troubleshoot, and resolve hardware, software, or other network and system problems, and replace defective components when necessary
- Install, configure and maintain client system software
- Install and configure end-user relevant Windows services and applications
- Assist end-users with basic software applications
- Create and maintain system documentation
- Demonstrate the appropriate use of communication skills and professionalism in the workplace

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
BTS 165	Business Spreadsheet Analysis & Design	5
BTS 168	Business Data Management Tools	5
ENGL& 235	Technical Writing	5
IT 101	Introduction to Information Technology	5
MKTG 110	Client Customer Relations	5
TECH 215	PC Analysis & Configuration I	5
TECH 217	PC Analysis & Configuration II	5
IT 128	Information Security Essentials	5
Choose 5 credits from the following:		5
IT 103	Networking Basics (5 Cr)	
NSCOM 201	Cisco Networking (5 Cr)	
<b>TOTAL</b>		<b>45</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/nscom/#application\\_and\\_desktop\\_support\\_specialist](http://www.bellevuecollege.edu/programs/degrees/proftech/nscom/#application_and_desktop_support_specialist)

## Network Services & Computing Systems – Information Technology

### Operating System Support Specialist

#### CERTIFICATE OF ACHIEVEMENT

The Certificate of Achievement in Operating System Support Analyst is designed for entry-level positions in server administration and desktop support. Desktop support includes the daily operation and support of computers across local area networks, technical assistance to computer users and the creation of written documentation. Server duties include installing, configuring, monitoring and administering servers. Technical classes in the certificate map to industry-standard certification tests from COMPTIA and Microsoft. The certificate prepares students for these positions: LAN Administrator, Desktop Support Specialist, Computer Technician, Computer Support Specialist, Junior Network (or Systems) Administrator, Network Technician and Computer Specialist.

#### LEARNING OUTCOMES

Certificate recipients should possess the following skills and abilities:

- Diagnose, troubleshoot, and resolve hardware, software, or other network and system problems, and replace defective components
- Install, configure and maintain client and server system software
- Install and configure administrator-relevant Windows services and applications
- Monitor network to ensure network availability to all system users
- Implement security policies
- Create and maintain system documentation
- Communicate and act professionally in the workplace

Course	Course Title	CR
ENGL& 235	Technical Writing	5
IT 103	Networking Basics	5
IT 128	Information Security Essentials	5
MKTG 110	Client Customer Relations	5
NSCOM 220	Implementing Client Operating Systems	5
NSCOM 221	Implementing Server Operating Systems	5
TECH 215	PC Analysis & Configuration I	5
TECH 217	PC Analysis & Configuration II	5
TECH 223	Using & Supporting Linux	5
<b>TOTAL</b>		<b>45</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/nscom/#osspecialist](http://www.bellevuecollege.edu/programs/degrees/proftech/nscom/#osspecialist)

## Neurodiagnostic

### Neurodiagnostic Technology

#### ASSOCIATE IN ARTS DEGREE

The neurodiagnostic technologist (NDT) operates sophisticated equipment that displays the electrical activity of the brain and nervous system. The ND technologist works alongside physicians who interpret the data and provide clinical impressions. ND is a diverse field that includes electroencephalography, nerve conduction studies, intraoperative monitoring, long-term epilepsy monitoring, polysomnography (sleep disorder studies), and evoked potential. Generally working in a hospital or clinical setting, ND technologists prepare patients for procedures, record electrical potentials, obtain medical histories, and calibrate and maintain equipment. A cumulative grade point average (GPA) of 3.0 is required to graduate with a minimum of 2.0 in any given course.

#### LEARNING OUTCOMES

Degree recipients should possess the skills and abilities described below:

- Interpret accurate, diagnostically acceptable ND tests in hospital or clinical laboratories
- Apply neuroscience to ND recordings and diagnosis of disease conditions
- Interpret the electrical display of EEG-PSG-EP recordings
- Practice patient-centered care in accordance with the ethical and legal framework of the NDT
- Collaborate as a member of the health care team to ensure clinical effectiveness
- Evaluate ND tests (i.e., intraoperative monitoring, nerve conduction studies, ambulatory recordings, long-term video, EEG monitoring)
- Operate ND diagnostic instrumentation
- Prepare written summary reports for the neurologist
- Practice infection control
- Apply theoretical knowledge to relate the ND recordings to diagnosis of disease conditions

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>AHE 110</b>	Medical Terminology	<b>5</b>
<b>AHE 120</b>	Safety for Healthcare	<b>2</b>
<b>CMST&amp; 220</b>	Public Speaking	<b>5</b>
<b>CMST 280</b>	Intercultural Communication	<b>5</b>
<b>ENGL&amp; 235</b>	Technical Writing	<b>5</b>
<b>NDT 100</b>	Biomedical Electronics	<b>2</b>
<b>NDT 101</b>	Introduction to EEG	<b>6</b>
<b>NDT 102</b>	Applied Neurophysiology	<b>5</b>
<b>NDT 103</b>	Intermediate EEG Applied	<b>3</b>
<b>NDT 104</b>	Clinical Correlates I	<b>3</b>
<b>NDT 105</b>	Advanced EEG	<b>3</b>
<b>NDT 106</b>	Applied Evoked Potential	<b>4</b>
<b>NDT 120</b>	Intermediate EEG Skills	<b>3</b>
<b>NDT 121</b>	Advanced EEG Skills	<b>2</b>
<b>NDT 130</b>	EEG Clinical	<b>4</b>
<b>NDT 131</b>	EEG Clinical II	<b>4</b>
<b>NDT 132</b>	EEG Clinical III	<b>5</b>
<b>NDT 200</b>	Clinical Correlates II	<b>3</b>
<b>NDT 201</b>	NDT Theory I	<b>3</b>
<b>NDT 202</b>	NDT Theory II	<b>3</b>
<b>NDT 203</b>	NDT Registry Review	<b>1</b>
<b>NDT 220</b>	NDT Skills I	<b>2</b>
<b>NDT 221</b>	NDT Skills II	<b>2</b>
<b>NDT 230</b>	NDT Clinical I	<b>4</b>
<b>NDT 231</b>	NDT Clinical II	<b>4</b>
<b>NDT 232</b>	NDT Clinical III	<b>12</b>
<b>SOC&amp; 101</b>	Introduction to Sociology	<b>5</b>
<b>TOTAL</b>		<b>105</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/ndt/](http://www.bellevuecollege.edu/programs/degrees/proftech/ndt/)

## Nuclear Medicine Technology

### Nuclear Medicine Technology

#### ASSOCIATE IN ARTS DEGREE

Nuclear medicine is a subspecialty of radiology that uses radioactive materials in the body to diagnose and treat disease. The Associate of Arts degree program in nuclear medicine technology covers all aspects of a nuclear medicine technologist's job, including a wide variety of imaging and therapeutic procedures; preparation and administration of radiopharmaceuticals; use of radiation detectors including gamma cameras and PET tomographs; and use of a variety of computer systems. More than 2/3 of the program is devoted to training in area hospitals and clinics. The program uses a selective-admissions process, with admissions guidelines published annually.

#### LEARNING OUTCOMES

Degree recipients should possess the skills and abilities described below:

- Perform nuclear medicine functions of all kinds, including imaging, non-imaging, and therapy procedures; quality control procedures; radiopharmacy skills; and radiation safety/protection techniques and procedures.
- Operate nuclear medicine equipment including gamma cameras, SPECT systems, PET scanners, and CT scanners co-located with SPECT or PET systems; and nuclear medicine computers, including scheduling, radiopharmacy, imaging, and archiving systems.
- Review requests for appropriateness and schedule nuclear medicine studies, consulting as necessary to attain the best quality of patient care.
- Assess technical results of nuclear medicine procedures and functions and determine appropriate actions based on those results.
- Communicate effectively with patients, family members, hospital staff, and the general public, and demonstrate professionalism in all actions and communications.
- Provide nursing and emergency care as appropriate to the situation and scope of practice.
- Use appropriate resources to advance their understanding of new directions within the field of nuclear medicine.

Course	Course Title	CR
<b>PROGRAM PREREQUISITES</b>		
<b>BIOL&amp; 241</b>	Human Anatomy and Physiology I (6 Cr) Note: this course requires either BIOL& 160 or BIOL& 211)	
<b>BIOL&amp; 242</b>	Human Anatomy and Physiology II (6 Cr)	
<b>CHEM&amp; 121</b>	Introduction to Chemistry (6 Cr)	
<b>CHEM&amp; 131</b>	Introduction to Organic/Biochemistry (6 Cr)	
<b>ENGL&amp; 101</b>	English Composition I (5 Cr)	
<b>MATH&amp; 141</b>	Precalculus I (5 Cr)	
<b>PHYS&amp; 114</b>	General Physics I (6 Cr)	
<b>PHYS&amp; 115</b>	General Physics II (6 Cr)	
<b>PHYS&amp; 116</b>	General Physics III (6 Cr)	
<b>CORE COURSEWORK</b>		
<b>FALL QUARTER</b>		
<b>CMST 250</b>	Organizational Communication	<b>5</b>
<b>NMTEC 200</b>	Applied Anatomy & Physiology	<b>1</b>
<b>NMTEC 201</b>	Basic Nuclear Medicine Science	<b>3</b>
<b>NMTEC 229</b>	Introduction to Clinical Education	<b>3</b>
<b>NMTEC 260</b>	Clinical Nuclear Medicine I	<b>1</b>
<b>RADON 107</b>	Orientation to Clinical Practice	<b>2</b>
<b>WINTER QUARTER</b>		
<b>NMTEC 202</b>	Instrumentation	<b>3</b>
<b>NMTEC 210</b>	Radiopharmacy	<b>1</b>
<b>NMTEC 211</b>	Patient Care in Nuclear Medicine	<b>1</b>
<b>NMTEC 230</b>	Clinical Education I	<b>10</b>
<b>SPRING QUARTER</b>		
<b>NMTEC 203</b>	Computers in Nuclear Medicine	<b>3</b>
<b>NMTEC 231</b>	Clinical Education II	<b>10</b>
<b>NMTEC 240</b>	Radiation Safety	<b>1</b>
<b>NMTEC 241</b>	Radiation Biology	<b>1</b>
<b>NMTEC 261</b>	Clinical Nuclear Medicine II	<b>1</b>
<b>SUMMER QUARTER</b>		
<b>NMTEC 212</b>	Positron Emission Tomography	<b>1</b>
<b>NMTEC 232</b>	Clinical Education III	<b>12</b>
<b>NMTEC 250</b>	Sectional Anatomy for Nuclear Medicine	<b>3</b>
<b>NMTEC 262</b>	Clinical Nuclear Medicine III	<b>1</b>
<b>FALL QUARTER</b>		
<b>NMTEC 280</b>	Computed Tomography for Nuclear Medicine	<b>3</b>
<b>NMTEC 233</b>	Clinical Education IV	<b>13</b>
<b>WINTER QUARTER</b>		
<b>NMTEC 234</b>	Clinical Education V	<b>13</b>
<b>NMTEC 275</b>	Board Preparation	<b>1</b>
<b>TOTAL</b>		<b>93</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/nmtec/](http://www.bellevuecollege.edu/programs/degrees/proftech/nmtec/)



## Nursing

### Nursing

#### ASSOCIATE IN APPLIED SCIENCE-T DEGREE

The AAS-T combines technical courses required for job preparation and college-level general education courses. These degrees are designed for the dual purpose of immediate employment and preparation for the junior year in a Washington state bachelor of applied science (BAS) degree program. The AAS-T degree generally will not be accepted in transfer-in preparation for bachelor of arts or bachelor of science degrees although the general education component of the degree will be accepted in transfer.

Once required prerequisites are completed, the 6-10 quarter selective admissions nursing program prepares students to become registered nurses (RN). Accredited by the National League for Nursing Accrediting Commission (NLNAC) and approved by the Washington State Nursing Care Quality Assurance Commission, the curriculum provides didactic education and clinical experience in medical, surgical, pediatric, behavioral health, maternity, and gerontological nursing. To be considered for acceptance into the program, students must follow specific admission guidelines, published annually at [www.bellevuecollege.edu/nursing/](http://www.bellevuecollege.edu/nursing/).

Students in the Nursing Program must earn a C (2.0) or better in all courses required for a degree or certificate.

#### LEARNING OUTCOMES

Degree recipients should possess the skills and abilities described below:

- Apply the standards of professional practice, be accountable for their own actions and practice nursing within legal, ethical and regulatory frameworks.
- Assist the client to manage change, develop more satisfying interpersonal relationships, and integrate new knowledge and skills.
- Collect information in an orderly fashion from multiple sources to establish a foundation for provision of nursing care, identify available resources and perform ongoing assessment to meet the client's changing needs.
- Identify individualized solutions and deliver accurate, safe care that moves the client and support person(s) toward positive outcomes.
- Create an environment in which cultural values, beliefs, and lifestyles of the client are respected.
- Promote and facilitate informed decision making, and support self-care activities of the client.
- Collaborate with the client and health care team in planning and delivering care.
- Manage client care through efficient, effective use of human, physical, financial, and technological resources.

Course	Course Title	CR
<b>PROGRAM PREREQUISITES</b>		
<b>BIOL&amp; 241</b>	Human Anatomy & Physiology I	<b>6</b>
<b>BIOL&amp; 242</b>	Human Anatomy & Physiology II	<b>6</b>
<b>BIOL&amp; 260 F</b>	Microbiology	<b>6</b>
<b>CHEM&amp; 121</b>	Introduction to Chemistry	<b>6</b>
<b>ENGL&amp; 101</b>	English Composition I	<b>5</b>
<b>MATH 130 F</b>	Introduction to Statistics	<b>5</b>
<b>PSYC&amp; 200</b>	Lifespan Psychology	<b>5</b>
Writing Sample: All qualified applicants must take a COMPASS E-Writing Assessment.		
<b>PROGRAM CO-PREREQUISITE</b>		
<b>Full Time:</b> Must be completed before starting the nursing program.		
<b>Part Time:</b> Must be completed by graduation.		
<b>CMST 280 F</b>	Intercultural Communication	<b>5</b>
<b>TOTAL</b>		<b>44</b>

Course	Course Title	CR
<b>NOTE:</b> There are two options – <b>Full time</b> (6 quarters) or <b>Part time</b> (10 quarters). Take courses in only one option, not both. (10 quarters).		
<b>FULL TIME OPTION – 6 QUARTERS</b>		
<b>FIRST YEAR – FIRST QUARTER</b>		
<b>NURS 100X</b>	Foundations of Nursing	<b>7</b>
<b>NURS 100Y</b>	Foundations of Nursing Lab	<b>2</b>
<b>NURS 100Z</b>	Foundations of Nursing Clinical	<b>3</b>
<b>FIRST YEAR – SECOND QUARTER</b>		
<b>NURS 101X</b>	Nursing Care of the Adult Client I	<b>6</b>
<b>NURS 101Y</b>	Nursing Care of the Adult Client I Lab	<b>1</b>
<b>NURS 101Z</b>	Nursing Care of the Adult Client I Clinical	<b>5</b>
<b>FIRST YEAR – THIRD QUARTER</b>		
<b>NURS 102X</b>	Nursing Care of the Adult Client II	<b>6</b>
<b>NURS 102Y</b>	Nursing Care of the Adult Client II Lab	<b>1</b>
<b>NURS 102Z</b>	Nursing Care of the Adult Client II Clinical	<b>5</b>
<b>SECOND YEAR – FOURTH QUARTER</b>		
<b>NURS 220X</b>	Maternal/Child Health Nursing	<b>7</b>
<b>NURS 220Y</b>	Maternal/Child Health Nursing Lab	<b>1</b>
<b>NURS 220Z</b>	Maternal/Child Health Nursing Clinical	<b>4</b>
<b>SECOND YEAR – FIFTH QUARTER</b>		
<b>NURS 217X</b>	Gerontology Nursing	<b>3</b>
<b>NURS 221X</b>	Behavioral Health Nursing	<b>5</b>
<b>NURS 221Z</b>	Behavioral Health Nursing Clinical	<b>4</b>
<b>SECOND YEAR – SIXTH QUARTER</b>		
<b>NURS 222X</b>	Transition to Professional Nursing Practice	<b>6</b>
<b>NURS 222Z</b>	Transition to Professional Nursing Practice Clinical	<b>6</b>
<b>TOTAL</b>		<b>72</b>

#### PART TIME OPTION – 10 QUARTERS

**NOTE:** Consult the website for updated course information and 10 quarter schedule.

<b>NURS 110X</b>	Nursing Fundamentals Theory	<b>7</b>
<b>NURS 110Y</b>	Nursing Fundamentals Skills Lab	<b>2</b>
<b>NURS 110Z</b>	Nursing Fundamentals Clinical	<b>3</b>
<b>NURS 111X</b>	Acute Care Nursing I Theory	<b>6</b>
<b>NURS 111Y</b>	Acute Care Nursing I Skills Lab	<b>2</b>
<b>NURS 111Z</b>	Acute Care Nursing I Skills Clinical	<b>5</b>
<b>NURS 112X</b>	Acute Care Nursing II Theory	<b>2</b>
<b>NURS 113X</b>	Acute Care Nursing III Theory	<b>4</b>
<b>NURS 113Z</b>	Acute Care Nursing III Clinical	<b>5</b>
<b>NURS 114X</b>	Gerontology Nursing	<b>1</b>
<b>NURS 230X</b>	Mental Health Nursing Theory	<b>6</b>
<b>NURS 230Z</b>	Mental Health Nursing Clinical	<b>4</b>
<b>NURS 231X</b>	Pediatric Nursing Theory	<b>4</b>
<b>NURS 231Y</b>	Pediatric Skills Lab	<b>1</b>
<b>NURS 231Z</b>	Pediatric Nursing Clinical	<b>3</b>

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## Nursing

Course	Course Title	CR
<b>NURS 233X</b>	Maternal/Newborn Nursing Theory	<b>3</b>
<b>NURS 233Z</b>	Maternal/Newborn Nursing Clinical	<b>1</b>
<b>NURS 234X F</b>	Professional Role Transitions	<b>6</b>
<b>NURS 234Y</b>	Professional Role Transitions Skills Lab	<b>1</b>
<b>NURS 234Z</b>	Professional Role Transitions Clinical	<b>6</b>
<b>TOTAL</b>		<b>72</b>
<b>GRAND TOTAL</b>		<b>116</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/nurs/](http://www.bellevuecollege.edu/programs/degrees/proftech/nurs/)

### Nursing Assistant Certified

#### CERTIFICATE OF COMPLETION

The Nursing Assistant Certified certificate consists of 130 hours of didactic education, training in a skills laboratory, and clinical experience in both a nursing home and hospital. Students learn skills that prepare them to provide basic assistance to patients in hospitals and nursing homes. This course is approved and certified by both WA Department of Social and Health Services and Department of Health. Students who successfully complete the Nursing Assistant Certified training program are eligible to take the NNAAP Exam and to become licensed in WA State.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Identify basic needs of adults and apply that knowledge while providing daily care to residents, patients, and clients
- Recognize emergency situations and procedures and respond appropriately
- Employ safety and infection control procedures
- Communicate effectively with residents, patients, clients, and other members of the health care team
- Apply critical thought in new situations
- Demonstrate professional behavior
- Recognize and respond to the individual needs of residents, patients and clients in a culturally sensitive manner
- Use the principles of restorative and rehabilitative care

Course	Course Title	CR
<b>NAC 106</b>	Nursing Assistant Foundations	<b>4</b>
<b>NAC 107</b>	Nursing Assistant Technical Skills	<b>1</b>
<b>NAC 108</b>	Nursing Assistant Practicum	<b>2</b>
<b>TOTAL</b>		<b>7</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/ahc/#nursingassistantcertified](http://www.bellevuecollege.edu/programs/degrees/proftech/ahc/#nursingassistantcertified)

## Physical Education

### Personal Fitness Trainer

#### CERTIFICATE OF COMPLETION

Certificate covers material needed to apply to take the NSCA Personal Fitness Trainer Exam and for a variety of employment opportunities in health and fitness including 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 four-year University Sports Medicine, Exercise Science or Physical Education Teaching Certificate Program. This certificate prepares students for the following personal fitness trainer exams: ACSM American College of Sports Medicine, NSCA National Strength and Conditioning Association, ACE American Council of Exercise.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Identify anatomical agonists and antagonists muscles in the body
- Design exercise programs addressing the five health related components of fitness (body composition, cardiovascular fitness, muscle strength, muscle endurance and flexibility)
- Apply customer service concepts and applications in the fitness industry
- Demonstrate an understanding of exercise equipment and the effectiveness in developing specific aspects of fitness
- Assess risk management and safety procedures that need to be followed in fitness training
- Clearly communicate individual goals and motivate participants in a fitness program
- Apply basic first aid techniques

Course	Course Title	CR
<b>HLTH 262</b>	Personal Fitness Trainer First Aid & Athletic Training	<b>5</b>
<b>HLTH 290</b>	Sports Nutrition	<b>1</b>
<b>PE 137</b>	Sports Conditioning	<b>2</b>
<b>PE 211</b>	Fitness Assessment	<b>2</b>
<b>PE 228</b>	Life Fitness Internship	<b>1</b>
<b>PE 236</b>	Anatomical Kinesiology	<b>4</b>
<b>PE 267</b>	Applied Kinesiology	<b>4</b>
<b>TOTAL</b>		<b>19</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/pe/#fitness](http://www.bellevuecollege.edu/programs/degrees/proftech/pe/#fitness)

### Wilderness Skills

#### CERTIFICATE OF COMPLETION

The Wilderness Skills certificate program prepares students for a wide range of professional opportunities in recreation and education. Students learn to plan and safely lead adventure activities such as sea kayaking, rock climbing, fly fishing, mountain bike touring, backpacking and snowshoeing.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Identify appropriate outdoor adventure opportunities in the Northwest for a wide variety of individuals as part of a life-long wellness plan
- Demonstrate an understanding of basic competency skills in select adventure sports
- Assess risk management and safety procedures that need to be followed in outdoor adventure activities
- Assume a leadership role in group adventure outings and promote positive group dynamics
- Plan and coordinate logistics of adventure trips
- Understand the functions and utilization of adventure trip equipment
- Apply basic backcountry first aid techniques

Course	Course Title	CR
<b>HLTH 250</b>	Wellness	<b>5</b>
<b>HLTH 260</b>	Wilderness First Aid Basics	<b>4</b>
<b>PE 114</b>	Beginning Rock Climbing	<b>1</b>
<b>PE 115</b>	Backpacking & Orienteering	<b>1</b>
<b>PE 116</b>	Snowshoeing	<b>1</b>
<b>PE 128</b>	Sea Kayaking & Navigation	<b>1</b>
<b>PE 239</b>	Outdoor Leadership	<b>4</b>
<b>RECED 260</b>	Northwest Fitness Exploration	<b>2</b>
<b>TOTAL</b>		<b>19</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/pe/#wilderness](http://www.bellevuecollege.edu/programs/degrees/proftech/pe/#wilderness)

# Radiation Therapy

## Radiation Therapy

### ASSOCIATE IN ARTS DEGREE

Radiation therapy utilizes ionizing radiation in the treatment and cure of cancer. Radiation therapy is a rewarding profession that requires interpersonal communication skills, critical thinking skills, and the ability to handle multiple tasks. The Radiation Therapy (RADON) program at Bellevue College (BC) offers you personalized and intensive instruction to form a solid foundation for a rewarding career in this field. Bellevue College has the only radiation therapy technology program in Washington State and is accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT).

#### LEARNING OUTCOMES

Degree recipients should possess the skills and abilities described below:

- Interpret a planned course of radiation therapy and accurately administer it; to include patient positioning, documentation and management of (electronic) patient records.
- Employ patient care skills and comfort essential to radiation therapy procedures.
- Appraise and report, within the Scope of Practice for Radiation Therapists, the clinical progress of the patient undergoing radiation therapy.
- Apply the principles of radiation safety.
- Analyze the functions of radiation therapy equipment and determine the most appropriate utilization of that equipment.
- Operate radiation therapy equipment in a safe manner.
- Evaluate the use of treatment accessories and construct immobilization and other devices.
- Apply principles of confidentiality of medical records and privileged knowledge and the "Patient's Bill of Rights" and HIPPA regulations.
- Demonstrate effective oral and written communication techniques with patients, families and staff.
- Demonstrate professional attitudes in the work environment (e.g. cooperation, teamwork, attendance and punctuality).

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<i>Choose 5 or 10 credits from the following:</i>		<b>5-10</b>
<b>MATH&amp; 141*</b> <b>MATH 099*</b>	Precalculus I (5 Cr) Intermediate Algebra (5 Cr) plus one additional college level Math Course (5 Cr)	
<b>BIOL&amp; 241*</b>	Human Anatomy and Physiology I & Lab (6 Cr)	<b>6</b>
<b>BIOL&amp; 242*</b>	Human Anatomy and Physiology II & Lab (6 Cr)	<b>6</b>
<i>*Completed within the last 5 years.</i>		
<b>ENGL&amp; 101</b>	English Composition I	<b>5</b>
<i>Choose 5 or 10 credits from the following:</i>		<b>5-10</b>
<b>MATH&amp; 141*</b> <b>MATH 099*</b>	Precalculus I (5 Cr) Intermediate Algebra (5 Cr) plus one additional college level Math Course (5 Cr)	
<i>*Math courses need to be completed within the last 5 years. This change on Math requirement is effective March 2013</i>		
<i>Choose 5 credits from the following:*</i>		<b>5</b>
<b>CMST&amp; 101</b> <b>CMST&amp; 210</b>	Introduction to Communication (5 Cr) Interpersonal Communication (5 Cr)	
<i>*Public Speaking courses do not qualify for the above Speech requirement</i>		

Course	Course Title	CR
<i>Choose 5 credits from the following:</i>		<b>5</b>
<b>CMST 250</b> <b>CMST 280</b>	Organizational Communication (5 Cr) Intercultural Communication (5 Cr)	
<b>RADON 100</b>	Principles of Oncology	<b>4</b>
<b>RADON 101</b>	Principles of Dose Calculations	<b>4</b>
<b>RADON 104</b>	Radiation Therapy Physics I	<b>3</b>
<b>RADON 105</b>	Principles and Practice of Radiation Therapy I	<b>2</b>
<b>RADON 106</b>	Imaging and Processing in Radiation Oncology	<b>3</b>
<b>RADON 107</b>	Orientation to Clinical Practice	<b>2</b>
<b>RADON 111</b>	Clinical Practice	<b>3</b>
<b>RADON 112</b>	Clinical Practice II	<b>5</b>
<b>RADON 113</b>	Clinical Practice III	<b>5</b>
<b>RADON 114</b>	Clinical Practice IV	<b>12</b>
<b>RADON 115</b>	Principles of Simulation	<b>2</b>
<b>RADON 119</b>	Legal Issues in the Radiologic Sciences	<b>2</b>
<b>RADON 120</b>	Radiologic Sciences Patient Care	<b>3</b>
<b>RADON 127</b>	Sectional Anatomy	<b>2</b>
<b>RADON 130</b>	Psychological Aspects of Cancer Care	<b>2</b>
<b>RADON 150</b>	Pathology	<b>4</b>
<b>RADON 201</b>	Radiation Therapy Physics II	<b>3</b>
<b>RADON 202</b>	Treatment Planning I	<b>2</b>
<b>RADON 203</b>	Treatment Planning II	<b>6</b>
<b>RADON 204</b>	Treatment Planning III	<b>5</b>
<b>RADON 211</b>	Clinical Practice V	<b>8</b>
<b>RADON 212</b>	Clinical Practice VI	<b>8</b>
<b>RADON 213</b>	Clinical Practice VII	<b>8</b>
<b>RADON 214</b>	Clinical Practice VIII	<b>12</b>
<b>RADON 220</b>	Principles and Practice of Radiation Therapy II	<b>2</b>
<b>RADON 221</b>	Principles and Practice of Radiation Therapy III	<b>2</b>
<b>RADON 222</b>	Principles and Practice of Radiation Therapy IV	<b>2</b>
<b>RADON 224</b>	Concept Integration	<b>1</b>
<b>RADON 240</b>	Radiation Biology	<b>3</b>
<b>TOTAL</b>		<b>147-152</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/radon/](http://www.bellevuecollege.edu/programs/degrees/proftech/radon/)



## Radiologic Technology

### Radiologic Technology

#### ASSOCIATE IN ARTS DEGREE

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 apply 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.

Graduates may also apply their Associate of Arts in Radiologic Technology toward the BAS degree in Radiation and Imaging Sciences.

#### LEARNING OUTCOMES

Degree recipients should possess the skills and abilities described below:

- Anticipate and provide quality patient care as it relates to diagnostic imaging.
- Operate modern technology radiographic imaging equipment and accessory devices.
- Demonstrate proper positioning of the patient and imaging system to perform radiographic examinations and procedures.
- Modify standard procedures to accommodate for patient condition and other variables.
- Formulate exposure factors to obtain diagnostic quality radiographs with minimum radiation exposure.
- Adapt exposure factors for various patient conditions, equipment, accessories and contrast media to maintain appropriate radiographic quality.
- Practice radiation protection for the patient, self and others.
- Evaluate radiographic images for appropriate positioning and image quality.
- Evaluate the performance of radiographic systems, know the limits of equipment operation, and report malfunctions to the proper authority.
- Exercise independent judgment and discretion in the technical performance of medical imaging procedures

Course	Course Title	CR
<b>CORE COURSEWORK</b>		
<b>FIRST YEAR – SUMMER QUARTER</b>		
RATEC 101	Introduction to Radiologic Technology	1
RATEC 107	Positioning & Related Anatomy I	2
RATEC 110	Clinical Education I	3
RATEC 120	Basic Patient Care Procedures	2
<b>FIRST YEAR – FALL QUARTER</b>		
RATEC 105	Introduction to Radiologic Technique	3
RATEC 108	Positioning & Related Anatomy II	3
RATEC 111	Clinical Education II	5
RATEC 125	Medical Terminology	3
<b>FIRST YEAR – WINTER QUARTER</b>		
RATEC 103	Principles of Radiographic Exposure	4
RATEC 109	Positioning & Related Anatomy II	3
RATEC 112	Clinical Education III	5
RATEC 121	Patient Care	2
RATEC 127	Introduction to Sectional Anatomy	2
<b>FIRST YEAR – SPRING QUARTER</b>		
RATEC 102	Radiographic Physics	5
RATEC 104	Advanced Radiographic Procedures	4

Course	Course Title	CR
RATEC 113	Clinical Education IV	5
RAIT 301	Sectional Anatomy	3
<b>SECOND YEAR – SUMMER QUARTER</b>		
RATEC 210	Clinical Education V	13
<b>SECOND YEAR – FALL QUARTER</b>		
RATEC 211	Clinical Education VI	8
RATEC 220	Pathology I	3
RATEC 240	Radiation Biology & Protection	3
<b>SECOND YEAR – WINTER QUARTER</b>		
RATEC 212	Clinical Education VII	8
RATEC 221	Pathology II	2
RATEC 230	Quality Assurance	2
<b>SECOND YEAR – SPRING QUARTER</b>		
RATEC 207	Concept Integration	2
RATEC 213	Clinical Education VIII	8
RATEC 297*	Special Topics in RATEC*	2
<b>TOTAL</b>		<b>103-104</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/ratec/#ratecdegree](http://www.bellevuecollege.edu/programs/degrees/proftech/ratec/#ratecdegree)

### Imaging Aide

#### CERTIFICATE OF COMPLETION

The entry-level Imaging Aide certificate is for people interested in medical imaging careers. Imaging Aides work in hospitals or clinic radiology departments to assist imaging technologists. The program includes a basic understanding of the human body, patient assessment and care techniques, radiology procedures and safety, sterile techniques, patient records systems, and communication skills.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Function as a member of the imaging team
- Use appropriate medical language to communicate with co-workers and ancillary staff
- Understand and apply knowledge of radiologic anatomy and basic imaging modalities
- Perform duties safely and effectively within the scope of practice
- Demonstrate basic CPR, first aid skills, and HIV/AIDS safety
- Apply problem solving and critical thinking skills within the scope of practice and in coordination with team members to foster good patient outcomes
- Apply knowledge of common data systems used in hospitals
- Adhere strictly to current HIPAA and patient confidentiality regulations

Course	Course Title	CR
HPRO 105	Training for Healthcare Workers	2
HPRO 130	Human Relations in Healthcare Settings	4
IMAGE 102	Imaging Aide Fundamentals	2
IMAGE 110	Survey of Imaging	3
IMAGE 115	Radiologic Anatomy	2
RATEC 120	Basic Patient Care Procedures	2
RATEC 125	Medical Terminology	1
<b>TOTAL</b>		<b>16</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/ratec/#imagingaide](http://www.bellevuecollege.edu/programs/degrees/proftech/ratec/#imagingaide)

## Translation and Interpretation

### Translation

#### CERTIFICATE OF ACCOMPLISHMENT

Translation is the facilitation of communication between speakers of different languages in the written medium; to be accepted into the program students must have high-level written and oral proficiency in English and another spoken language. Courses cover general theory and practical skills to perform entry-level professional translation in a variety of topics (e.g., business, medical, and legal). Core courses provide fundamental translation and related skills to speakers of any language and advanced courses focus on translation practice and skill-building for speakers of select languages.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Analyze a source text for translation, including the identification of meaning, stylistics, register, and emotional tone while applying the concepts of linguistic and cultural translatability and untranslatability, cultural and functional equivalency, and types of meaning (i.e., propositional meaning, expressive meaning, presupposed meaning, and evoked meaning)
- Conduct research relevant to performing specific translation assignments and design an industry-standard terminology database to store and maintain results
- Prepare and use a style-sheet for translation, editing, and proofreading
- Perform professional translation of documents into one's dominant language in a variety of fields and formats using the ten-step method of translation
- Implement performance improvements based on professional and self-evaluation of practical translation experience
- Use and assess a range of fundamental equipment and software needed to begin work as a translator, including Microsoft Office applications and computer-assisted translation (CAT) tools
- Develop and employ essential industry-oriented business materials, including résumés, business cards, portfolios, contractual agreements, and invoices
- Describe the different types and levels of certification available to translators and the legal requirements to work as an independent contractor in the State of Washington, as well as the legalities surrounding contractual agreements and copyright law
- Apply a variety of codes of ethics for translators, including the concepts of impartiality, confidentiality, and conflict of interest

Course	Course Title	CR
TRANS 101	Introduction to Translation & Interpreting	3
TRANS 103	Fundamentals of Translation	3
TRANS 104	Technology for Translators & Interpreters	3
TRANS 105	Terminology Management & Research	3
TRANS 106	Ethics & Business Practice of Translation & Interpretation	3
TRANS 201	Advanced Translation Skills I	3
TRANS 203	Advanced Translation Skills II	3
TRANS 205	Advanced Translation Skills III	3
<b>TOTAL</b>		<b>24</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/trans/#translation](http://www.bellevuecollege.edu/programs/degrees/proftech/trans/#translation)

### Interpretation

#### CERTIFICATE OF ACCOMPLISHMENT

Interpretation is the facilitation of communication between speakers of different languages in the spoken medium; to be accepted into the program students must have high-level oral and written proficiency in English and another spoken language. Courses for the certificate cover general theory and practical skills necessary for performing entry-level professional interpretation in a variety of settings (e.g., legal, medical, and social). Core courses provide fundamental interpreting and related skills to speakers of any language and advanced courses focus on interpreting practice and skill-building for speakers of select languages.

#### LEARNING OUTCOMES

Certificate recipients should possess the skills and abilities described below:

- Analyze a source speech or text for interpretation, including the identification of meaning, stylistics, register, and emotional tone while applying the concepts of linguistic and cultural translatability and untranslatability, cultural and functional equivalency, and types of meaning (i.e., propositional meaning, expressive meaning, presupposed meaning, and evoked meaning)
- Conduct research relevant to performing specific interpretation assignments and design an industry-standard terminology database to store and maintain results
- Demonstrate effective note-taking for consecutive interpretation
- Perform professional interpretation at real-life speeds in a variety of fields, situations, and modes (i.e., consecutive and simultaneous interpretation, sight translation)
- Implement performance improvements based on professional and self-evaluation of practical interpretation experience
- Use a range of fundamental equipment and software needed to begin work as an interpreter
- Develop and employ essential industry-oriented business materials, including résumés, business cards, portfolios, contractual agreements, and invoices
- Describe the different types and levels of certification available to interpreters and the legal requirements to work as an independent contractor in the State of Washington
- Apply a variety of codes of ethics for interpreters, including the concepts of impartiality, confidentiality, and conflict of interest

Course	Course Title	CR
TRANS 101	Introduction to Translation & Interpreting	3
TRANS 102	Fundamentals of Interpreting	3
TRANS 104	Technology for Translators & Interpreters	3
TRANS 105	Terminology Management & Research	3
TRANS 106	Ethics & Business Practice of Translation & Interpretation	3
TRANS 202	Advanced Interpreting Skills I	3
TRANS 204	Advanced Interpreting Skills II	3
TRANS 206	Advanced Interpreting Skills III	3
<b>TOTAL</b>		<b>24</b>

For most up-to-date information: [www.bellevuecollege.edu/programs/degrees/proftech/trans/#interpretation](http://www.bellevuecollege.edu/programs/degrees/proftech/trans/#interpretation)

# Course Prefix & Department Titles

Course Prefix	Department Title
<b>ABE</b>	Adult Basic Education
<b>ACCT</b>	Accounting
<b>ACCT&amp;</b>	Accounting – Transfer
<b>ADFIT</b>	Fitness Center
<b>AHE, AHEA, AHEE, AHEP, and AHEL</b>	Allied Health (formerly Health Professions)
<b>ALDAC</b>	Alcohol & Drug Counseling
<b>ALL</b>	Applied Linguistics
<b>ANTH&amp; and ANTH</b>	Anthropology
<b>ARAB</b>	Arabic – World Languages
<b>ART</b>	Art
<b>ASL&amp; and ASL</b>	American Sign Language - World Languages
<b>ASTR&amp; and ASTR</b>	Astronomy
<b>BA</b>	Business Administration - Transfer
<b>BIOL&amp; and BIOL</b>	Biology
<b>BOTAN</b>	Botany
<b>BTS</b>	Business Technology Systems
<b>BUS&amp; and BUS</b>	Business Management
<b>CEO</b>	Career Education Options
<b>CES</b>	Cultural & Ethnic Studies
<b>CHEM&amp; and CHEM</b>	Chemistry
<b>CHIN&amp; and CHIN</b>	Chinese – World Languages
<b>CJ&amp; and CJ</b>	Criminal Justice
<b>CMST&amp; and CMST</b>	Communication Studies
<b>CS</b>	Computer Science
<b>DA</b>	Data Analytics
<b>DANCE</b>	Dance – Theatre Arts
<b>DBA</b>	Database Administration
<b>DEVED</b>	Developmental Education
<b>DMA</b>	Digital Media Arts
<b>DOSM</b>	Dosimetry
<b>DRMA&amp; and DRMA</b>	Drama – Theatre Arts
<b>DUTEC</b>	Diagnostic Ultrasound
<b>ECED&amp; and ECED</b>	Early Childhood Education
<b>ECON&amp; and ECON</b>	Economics
<b>EDUC&amp; and EDUC</b>	Education
<b>ENGL&amp; and ENGL</b>	English
<b>ENGR&amp; and ENGR</b>	Engineering
<b>ENVS</b>	Environmental Science
<b>ESL</b>	English as a Second Language
<b>EXPRL</b>	Experiential Learning
<b>FRCH&amp; and FRCH</b>	French – World Languages
<b>GED</b>	General Education Development
<b>GEOG&amp; and GEOG</b>	Geography

Course Prefix	Department Title
<b>GEOL</b>	Geology
<b>GERM&amp; and GERM</b>	German - World Languages
<b>HCTM</b>	Healthcare Technology and Management
<b>HEALTH</b>	Health
<b>HIST</b>	History
<b>HPRO</b>	Health Professions (now Allied Health)
<b>HSSA&amp; and HSSA</b>	Alcohol & Drug Counseling
<b>HUMAN</b>	Human Development
<b>ID</b>	Individual Development
<b>IMAGE</b>	Imaging
<b>ISIT</b>	Information Systems and Technology
<b>IT</b>	Information Technology
<b>INDES</b>	Interior Design
<b>INTER</b>	Interdisciplinary Studies
<b>INTST</b>	International Studies
<b>IS</b>	Individual Studies
<b>ITAL</b>	Italian – World Languages
<b>JAPN&amp; and JAPN</b>	World Languages
<b>MATH&amp; and MATH</b>	Mathematics
<b>METR</b>	Meteorology
<b>MKTG</b>	Marketing Management
<b>MUSC&amp; and MUSC</b>	Music
<b>NDT</b>	Neurodiagnostic Technologist
<b>NMTEC</b>	Nuclear Medicine Technology
<b>NSCOM</b>	Network Services
<b>NUTR&amp; and NUTR</b>	Nutrition
<b>NURS</b>	Nursing
<b>OCEA&amp; and OCEAN</b>	Oceanography
<b>OLS</b>	Occupational & Life Skills
<b>PARED</b>	Parent Education
<b>PE</b>	Physical Development
<b>PHIL&amp; and PHIL</b>	Philosophy
<b>PHYS&amp; and PHYS</b>	Physics
<b>POLS&amp; and POLS</b>	Political Science
<b>PROG</b>	Programming
<b>PSYC&amp; and PSYC</b>	Psychology
<b>RADON</b>	Radiologic Therapy
<b>RAIM/RAIT</b>	Radiation & Imaging Sciences
<b>RATEC</b>	Radiologic Technology
<b>RECED</b>	Recreational Education
<b>SOC&amp; and SOC</b>	Sociology
<b>SPAN&amp; and SPAN</b>	Spanish - World Languages
<b>TECH</b>	Technical Support
<b>TRANS</b>	Translation & Interpretation

# 2014-15 Course Descriptions

In this Annual Course Catalog are course descriptions for all classes that may be offered at BC at various times throughout the year. *(Quarterly credit schedules are available in advance to help students plan class schedules for that quarter and include days, times, locations and instructors for each class being offered that quarter.)*

## Accounting

### IBIT (INSTITUTE FOR BUSINESS & INFORMATION TECHNOLOGY)

#### 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. **Recommended:** BUS 145.

#### ACCT 102

##### Practical Accounting II • 5 CR

Covers accounting procedures for corporations and partnerships and basic analysis of financial statements. Not recommended for students transferring to 4-year colleges. **Prerequisite:** ACCT 101 with a C or better, or entry code.

#### ACCT 135

##### Business Payroll Tax Accounting • 3 CR

Examines systems and operations of payroll tax accounting. Students learn to prepare Form 941, 940, and W-2. The use of software such as Microsoft Excel is incorporated into the course. Topics include the Fair Labor Standards Act and Social Security Act. **Recommended:** ACCT 101.

#### ACCT 146

##### 10-Key • 1 CR

Introduction to the computer 10-key, keypad and the functions of the desktop calculator. **Recommended:** Previous computer experience or permission of the instructor. Previously BTS 146. Either BTS 146 or ACCT 146 may be taken for credit, but not both.

#### ACCT 160

##### Washington State: Tax and Audit • 3 CR

This course will cover the State of Washington tax requirements, reporting and audit procedures. Topics covered will include State Unemployment, Labor & Industries, Department of Revenue – B&O and Business Property Tax. State audit processes will be

covered and how companies can prepare for an audit, interpret the findings and the appeal process.

#### 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 225

##### Survey of Financial and Managerial Accounting • 5 CR

Provide students in non-accounting programs an introduction to the world of financial and managerial accounting. The course will emphasize how financial data is used through the organization and how that data is transformed into useful information to support business decisions. Not recommended for students in a paraprofessional or transfer accounting programs. Not for Accounting majors. **Recommended:** ENGL& 101.

#### 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 with a C or better, or entry code.

#### ACCT 240

##### Computerized Accounting • 5 CR

Using a mid-range accounting system, students complete all functions of a full accounting cycle. Topics include use of the general ledger, recording accounting transactions, accounts receivable, accounts payable, inventory, job

costing, payroll, reporting and financial statements. **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. BTS 161 recommended.

#### 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 ACCT&202 with a C or better, or entry code.

#### ACCT 260

##### Governmental and Non-Profit Accounting • 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 ACCT&202 with a C or better, or entry code.

#### ACCT 272

##### QuickBooks Certification • 2 CR

This course is designed to prepare students for the QuickBooks User Certification Exam. The course will cover new features in the current release of QuickBooks Premier as well as provide a review of the overall program features. The certification exam will be taken in the last week of the quarter. **Prerequisite:** ACCT 172 with a C or better, or entry code.

#### 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 288

##### Bookkeeping Certification • 10 CR

Prepares students to take the Certified Bookkeeper Examination administered by the American Institute of Certified Bookkeepers (AIPB). Topics: Adjusting and Correcting Entries, Depreciation, Payroll, Inventory, Internal Controls and Fraud Prevention. Additional fees



are assessed for off-site testing. **Prerequisites:** ACCT 101, 102, 135, 234, 250, and 285 with a B- or better, or entry code.

### 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

### SOCIAL SCIENCE DIVISION

### ACCT& 201

#### Principles of Accounting I • 5 CR

Presents the nature and social setting of accounting, uses of accounting information, and basic concepts and procedures. The first accounting course required of business administration students planning to transfer to a four year college or university. **Prerequisites:** ENGL& 101 with a C or better. Math 138 or higher with C or better.

### ACCT& 202

#### Principles of Accounting II • 5 CR

Presents basic concepts used in financial reporting and interpreting financial statements. **Prerequisite:** ACCT& 201 with a C or better or entry code.

### ACCT& 203

#### Principles of Accounting III • 5 CR

Analyzes and evaluates accounting information as part of the control, planning, and decision-making processes. Students concentrate on the use of information by business managers and decision makers. **Prerequisite:** ACCT& 202 with a C or better or entry code.

### ACCTG 199

#### Individual Studies in Accounting • V1-10 CR

### ACCTG 295

#### Seminar in Accounting • 2 CR

Studies special problems in accounting and/or training of teaching assistants for ACCT& 201 and ACCT& 202. Course graded on a Pass/Fail basis. **Prerequisite:** Permission of Instructor.

### ACCTG 296

#### Seminar in Accounting • 2 CR

Studies special problems in accounting and/or training of teaching assistants for ACCT& 202. Course graded on pass/fail basis. **Prerequisite:** ACCT& 201 and permission of instructor.

### ACCTG 297

#### Seminar in Accounting • 2 CR

Studies special problems in accounting and/or training of teaching assistants for ACCT& 203. Course graded pass/fail basis. **Prerequisite:** ACCT& 202 and entry code from instructor.

### ACCTG 299

#### Individual Studies in Accounting • V1-10 CR

## Adult Basic Education

### ARTS & HUMANITIES DIVISION

See Developmental Education, pages 109-112.

## Alcohol & Drug Counseling

### HEALTH SCIENCES, EDUCATION & WELLNESS INSTITUTE

### ALDAC 094/095/096/097

#### Special Topics in Alcohol and Drug Counseling • V1-5 CR

### ALDAC 100

#### Professional Development in Addiction Counseling • 1 CR

Introduction to the field of addiction counseling and treatment. Overview of state mandated education requirements, certification processes for CDP/CDPT licenses and methods for documenting CDPT work experience hours.

### HSSA& 101

#### Introduction to Addictive Drugs • 3 CR

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

### ALDAC 102

#### Chemical Dependency Pharm of Alcohol and Drugs • 3 CR

Examines the physiological and psychological effects of alcohol and other psychoactive drugs including various categories of psychoactive substances and their absorption, ingestion, metabolism, acute intoxication, withdrawal

symptomatology, and short and long term effects on severity of addiction and process of recovery.

### ALDAC 103

#### Introduction to Counseling Helping Profession • 3 CR

Introduces basic theories, models and techniques used in the counseling professions. Includes interviews with current counseling professionals, hands on practice with counseling techniques and transference, counter-transference self-awareness inventories.

### ALDAC 104

#### Prior Learning Portfolio Development Seminar • 1 CR

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 the program director.

### ALDAC 105

#### Chemical Dependency Client & Family Education • 3 CR

Explores effects of substance use, abuse and dependence on families and family dynamics. Includes review of community resources and content for educating family members of alcohol and drug addicted individuals.

### ALDAC 106

#### Chemical Dependency Individual Counseling • 3 CR

Introduces counseling theory and techniques for working with alcoholic and drug addicted individuals with emphasis on motivation to change. Includes practice and development of chemical dependency counseling techniques and strategies. **Prerequisite:** ALDAC 100, 102, 103, and HSSA& 101 and permission of program director.

### ALDAC 108

#### Chemical Dependency Case Management • 3 CR

Introduces mandated requirements for case management responsibilities including patient record management for alcoholic and drug addicted individuals. **Prerequisite:** ALDAC 100, 102, 103, HSSA& 101 and permission of program director.

## ALDAC 125

### Chemical Dependency Assessment & Diagnosis • 2 CR

Provides diagnostic skills required to accurately assess an individual's use, abuse or dependence on psychoactive substances. Includes assessment standards for evaluating severity of substance dependence on life functioning and patient placement in the continuum of care. **Prerequisite:** ALDAC 100, 102, 103, and HSSA& 101 and permission of program director.

## ALDAC 150

### Chemical Dependency Relapse Prevention • 3 CR

Addresses processes, behaviors and circumstances related to relapse and recovery with chemically dependent patients. **Prerequisite:** ALDAC 102, and HSSA& 101 and permission of program director.

## ALDAC 160

### Chem Dependency Culturally Competent Counseling • 2 CR

Introduces the multicultural counseling competencies needed to meet the diverse needs of alcoholic and drug addicted individuals. Includes exercises in self-awareness about diverse communities and barriers to effective addiction treatment.

## ALDAC 194/195/196/197

### Special Topics in Alcohol and Drug Counseling • V1-6 CR

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

## ALDAC 198

### Seminar in Alcohol and Drug Counseling • V1-3 CR

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

## ALDAC 199

### Individual Studies in Alcohol and Drug Counsel • V1-6 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 program director.

## ALDAC 204

### Chem Dep Adolescent Assessment & Treatment • 2 CR

Examines the similarities and differences between adolescent and adult onset of addiction, various treatment models and developmental

delay. Includes practice with adolescent specific diagnostic and patient placement criteria. **Prerequisite:** ALDAC 102 and HSSA& 101 and permission of program chair.

## ALDAC 206

### Chemical Dependency Group Counseling • 3 CR

Examines psycho-educational dynamics, models, techniques and theories of group counseling with alcoholic and drug addicted individuals. Includes practice and development of group counseling skills. **Prerequisite:** ALDAC 106 and permission of program director.

## ALDAC 207

### Chem Dependency HIV AIDS Brief Risk Intervention • 1 CR

Provides education on the pathology, intervention and treatment of HIV AIDS and other blood borne pathogens required for chemical dependency professional trainee and certification requirements to be a chemical dependency professional.

## ALDAC 220

### Chemical Dependency Clinical Practicum • 3 CR

Provides opportunity for one on one counseling, group counseling and case management services in a DBHR certified chemical dependency treatment program with qualified supervision. **Prerequisite:** ALDAC 106, 108, 204, and 206 and permission of program director.

## ALDAC 225

### Chemical Dependency Ethics & Laws • 3 CR

Provides up to date understanding of state and federal statutes, state regulations and code of ethics specific to the field of alcohol and drug counseling and the provision of chemical dependency treatment services in Washington State. **Prerequisite:** ALDAC 106 and 108 and permission of program director.

## ALDAC 230

### Chem Dependency Family & Couples Counseling • 3 CR

Introduces counseling theory and techniques for working with families, couples and significant others affected by alcoholic and drug addicted individuals with emphasis on prevention, crisis management and intervention strategies. Includes practice and development of crisis management and intervention techniques. **Prerequisite:** ALDAC 100, 102, 103 and HSSA& 101 and permission of program director.

## ALDAC 235

### Chemical Dependency Human Development • 4 CR

Examines application of various theories on human development from fetal epigenesis to geriatrics in addiction treatment. Explores the effects of personal and parental use of psychoactive substances and related environmental stressors on human development patterns.

## ALDAC 240

### Chemical Dependency Psychopathology • 4 CR

Examines the interaction of substance abuse and dependence with co-occurring psychological disorders. Explores the biological psychological and social influences on the use and abuse of substances, theories of addiction, and common myths and realities of alcoholism and drug addiction.

## ALDAC 294/295/296/297

### Special Topics in Alcohol & Drug Counseling • V1-6 CR

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

## ALDAC 298

### Seminar in Alcohol & Drug Counseling • V1-3 CR

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

## ALDAC 299

### Individual Studies in Alcohol & Drug Counsel • V1-3 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 program director.

## Allied Health

### HEALTH SCIENCES, EDUCATION & WELLNESS INSTITUTE

(formerly Health Professions)

## AHE 100

### Introduction to Healthcare • 5 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, profes-

sional requirements, and employer expectations. Previously HPRO 100. Either HPRO 100 or AHE 100 may be taken for credit, but not both.

### AHE 110

#### Medical Terminology • 5 CR

Provides a comprehensive foundation of basic medical terminology for use in health care careers. Includes Greek and Latin word roots, prefixes, suffixes, combining forms, special endings, plural forms, abbreviations and symbols. Terminology emphasis on body structures, anatomical systems, pathologies, medical procedures, medical specialties, and common terms and abbreviations used in health care. Introduces concepts and application of reading, writing and interpreting common medical formats such as HPI and SOAP. Previously HPRO 120. Either HPRO 120 or AHE 110 may be taken for credit, but not both.

### AHE 120

#### Safety for Healthcare • 2 CR

Provides basic training in CPR, First Aid, HIV/AIDS, and the prevention of workplace violence. Previously HPRO 105. Either HPRO 105 or AHE 120 may be taken for credit, but not both.

### AHE 130

#### Human Systems • 5 CR

Introductory course covering basic cellular, tissue, organ and system structure. Presents an overview of the structure and function of human systems. This course does not substitute for BIOL& 241 and/or BIOL& 242. Previously HPRO 125. Either HPRO 125 or AHE 130 may be taken for credit, but not both.

### AHE 140

#### Professional Relationships in Healthcare • 5 CR

Includes interpersonal communication with patients, families, and co-workers. Developing communication skills, cultural competencies, and maintaining customer satisfaction in health care settings. Introduces HIPAA compliance in communication. Previously HPRO 130. Either HPRO 130 or AHE 140 may be taken for credit, but not both.

### AHE 194/195/196/197

#### Special Topics in Allied Health • V1-10 CR

Allows specialized, supplemental, or in-depth study of Health Sciences and Allied Health topics. Specific topics are announced in the course schedule. **Prerequisite:** Permission of program director. Previously HPRO 194/195/196/197.

### AHE 199

#### Individual Study in Allied Health • V1-10 CR

Covers directed readings, special projects and independent study by an individual student. Designed for students to coordinate with an instructor to investigate individual topics of interest in Health Professions. Specific topics of interest to be arranged with instructor. **Prerequisite:** Permission of program director. Previously HPRO 199.

### AHE 294/295/296/297

#### Special Topics in Allied Health • V1-10 CR

Allows specialized, supplemental, or in-depth study of Health Sciences and Allied Health topics. Specific topics are announced in the course schedule. **Prerequisite:** Permission of program director. Previously HPRO 294/295/296/297.

### AHEA 100

#### Medical Law and Ethics • 3 CR

Introductory course in the "practical" application of law and ethics as related to medical issues healthcare employees face on a daily basis. Topics include federal and state legislation, legal liability, HIPAA, confidentiality and release of information, scheduled drugs and DEA regulations, standard-of-care, and an exploration of the legal issues related to ethical considerations of conception, quality-of-life, hospice care, and advance directives. **Prerequisite:** Placement by assessment into ENGL&101, or completion of ENGL 092 or 093 with a C or better. Completion of AHE100 and AHE110 with a C or better, or permission of instructor. Previously HPRO 131. Either HPRO 131 or AHEA 100 may be taken for credit, but not both.

### AHEA 102

#### Introduction to Medical Administration • 5 CR

This course introduces students to basic medical office procedures, including patient scheduling, written and oral communication, telecommunications, medical records management, and daily financial practices. **Prerequisite:** Placement by assessment into ENGL&101, or completion of ENGL 092 or 093 with a C or better. Completion of AHE 100, AHE 110, and BTS 161 with a C or better or permission of instructor. Previously HPRO 135. Either HPRO 135 or AHEA 102 may be taken for credit, but not both.

### AHEA 104

#### Introduction to Billing and Coding • 5 CR

Introduces Medical Billing & Coding procedures including insurance coverage, terminology, payment systems, legal and ethical issues, healthcare compliance, and collections, and common coding systems such as ICD and CPT. **Prerequisite:** Placement by assessment into

ENGL& 101, or completion of ENGL 092 or 093 with a C or better. Successful completion of AHE 100, 110, 120, 130, 140, HLTH 145 and BTS 161 with a C or better at BC; or permission of instructor.

### AHEA 106

#### Medical Computer Systems • 5 CR

Medical computer applications familiarizes students with electronic health record and financial record software used in the medical office and/or hospital settings. **Prerequisite:** Placement by assessment into ENGL& 101, or completion of ENGL 092 or 093 with a C or better. Successful completion of AHE 100, 110, 120, 130, 140, HLTH 145 and BTS 161 with a C or better at BC; or permission of instructor.

### AHEA 110

#### Health Unit Coordinator I • 5 CR

First in a series of courses that focus on the skills needed to become a Health Unit Coordinator. Includes certification requirements, basic data entry, proper workplace behavior, and basic office procedures. Application of these skills will be done in a lab setting. **Prerequisite:** Placement by assessment into ENGL& 101, or completion of ENGL 092 or 093 with a C or better. Successful completion of AHE 100, 110, 120, 130, and 140; HLTH 145; AHEA 100, 102, 104, and 106 with a C or better at BC; or permission of instructor. Previously HPRO 174. Either HPRO 174 or AHEA 110 may be taken for credit, but not both.

### AHEA 112

#### Health Unit Coordinator II • 5 CR

The second in a series of courses focusing on skills needed to become a Health Unit Coordinator. Students learn the procedures and skills required for this position in a simulated healthcare environment. **Prerequisite:** Completion of AHEA 110 with a C or better or permission of the instructor. Previously HPRO 175. Either HPRO 175 or AHEA 112 may be taken for credit, but not both.

### AHEA 118

#### Health Unit Coordinator Practicum • 5 CR

Capstone course of the Health Unit Coordinator program allows students an opportunity to apply skills learned in the classroom. Students perform functions required in a nursing unit and are monitored and supervised by an experienced Health Unit Coordinator. **Prerequisite:** Completion of AHEA 110 and AHEA 112 with a C or better at BC, and permission of the instructor. Previously HPRO 176. Either HPRO 176 or AHEA 118 may be taken for credit, but not both.



## AHEE 126

### Emergency Department Technician • 7 CR

Covers the skills needed to assist in a hospital emergency room as an Emergency Department Technician. Includes the basic skills and knowledge necessary to stabilize patients and assist physicians in life-saving procedures. **Prerequisite:** Placement by assessment into ENGL& 101, or completion of ENGL 092 or 093 with a C or better. Successful completion of AHE 100, 110, 120, 130, 140; HLTH 145; AHEP 100, AHEL 110, and BTS 161 with a C or better at BC; or permission of instructor. Previously HPRO 180. Either HPRO 180 or AHEE 126 may be taken for credit, but not both.

## AHEE 128

### Emergency Department Practicum • 5 CR

Provides clinical practice in a hospital emergency room as an Emergency Department Technician. **Prerequisite:** Successful completion of AHEE 126 with a C or better at BC, and permission of the instructor. No more than one quarter between completion of AHEE 126 and enrollment in AHEE 128. Previously HPRO 181. Either HPRO 181 or AHEE 128 may be taken for credit, but not both.

## AHEL 110

### Introduction to Phlebotomy • 5 CR

Covers basic responsibilities and skills for phlebotomy. Includes venipuncture techniques and safety with laboratory equipment. Suitable for individuals with limited health care experience interested in venipuncture. **Prerequisite:** Placement by assessment into ENGL& 101, or completion of ENGL 092 or 093 with a C or better. Completion of AHE 100, 110, 120, 130, 140 and HLTH 145 with a C or better at BC, or instructor permission. **Recommended:** First 2 of 3 Hepatitis B vaccinations. Previously HPRO 141. Either HPRO 141 or AHEL 110 may be taken for credit, but not both.

## AHEL 112

### Advanced Phlebotomy • 5 CR

Expands on the basic responsibilities and skills for the laboratory phlebotomist. This course is for students pursuing phlebotomy specific credentialing, by providing refinement of and advanced techniques for phlebotomy. **Prerequisite:** Successful completion of AHEL 110 with a C or better at BC or permission of the instructor. No more than one quarter between completion of AHEL110 and enrollment in AHEL112. **Recommended:** Completion of 2 of 3 Hepatitis B vaccinations.

## AHEL 118

### Phlebotomy Practicum • 5 CR

Provides practical experience in the role of the phlebotomy technician. **Prerequisite:** Completion of both AHEL110 and AHEL112 at BC with a C or better and permission of instructor, with no more than one quarter between completion of AHEL112 and enrollment in AHEL118. Previously HPRO 144. Either HPRO 144 or AHEL 118 may be taken for credit, but not both.

## AHEL 120

### Introduction to Clinical Laboratory • 5 CR

First in a series designed to prepare students to work in a clinical laboratory setting. Provides overview of clinical laboratory work including organizational structures; regulatory standards; quality assurance practices; and basic clinical laboratory procedures. **Prerequisite:** Placement by assessment into ENGL& 101, or completion of ENGL 092 or 093 with a C or better. Completion of AHE 100, 110, 120, 130, 140; HLTH 145; and AHEL 110 with a C or better at BC, or permission of instructor. Previously HPRO 146. Either HPRO 146 or AHEL 120 may be taken for credit, but not both.

## AHEL 122

### Advanced Clinical Laboratory • 5 CR

Second course in a series designed to prepare students to work in a clinical laboratory setting. Provides expanded laboratory focused work including regulatory standards; quality assurance practices; and advanced clinical laboratory procedures. **Prerequisite:** Completion of AHEL 120 with a C or better at BC or permission of instructor. Previously HPRO 147. Either HPRO 147 or AHEL 122 may be taken for credit, but not both.

## AHEL 128

### Clinical Laboratory Practicum • 5 CR

Final course in a series designed to prepare students to work in a clinical laboratory setting. Provides experiential application of knowledge and skills gained through prior course work in a professional practicum. **Prerequisite:** Completion of AHEL 120 and AHEL 122 with a C or better at BC AND permission of instructor. No more than one quarter between completion of AHEL 122 and enrollment in AHEL 128.

## AHEP 100

### Introduction to Pharmacology • 3 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:**

Placement by assessment into ENGL&101, or completion of ENGL 092 or 093 with a C or better. Successful completion of AHE 100, 110, 120, 130, 140; HLTH 145 with a C or better at BC or permission of instructor. Previously HPRO 134. Either HPRO 134 or AHEP 100 may be taken for credit, but not both.

## American Sign Language

### ARTS & HUMANITIES DIVISION

See World Languages, pages 177-180.

## Anthropology

### SOCIAL SCIENCE DIVISION

In this Annual Course Catalog are course descriptions for all classes that may be offered at BC at various times throughout the year. (Quarterly Credit Schedules are available in advance of each quarter to help students plan class schedules for that quarter and include days, times, locations and instructors for each class being offered that quarter.)

The Anthropology Department offers a wide variety of courses, covering the four fields of the discipline: archaeology, biological anthropology, cultural anthropology, and linguistics. Faculty experts in each of the four fields provide dynamic learning experiences, combining classroom and fieldwork components. All BC students are welcome to join the "Society of Student Anthropologist@ Bellevue College" to further explore fascinating issues and multiple ways of being human that may not be considered in other forums. Please contact the Anthropology Department or visit <http://bellevuecollege.edu/anthropology>.

Students pursuing an Associate in Arts and Science transfer degree may elect to complete an academic concentration in Anthropology by completing course work in the four core areas of Anthropology. This includes ANTH&204: Archaeology (5 credits), ANTH&206 Cultural Anthropology (5 credits), ANTH 208: Language, Culture and Society (5 credits), AND ANTH& 205: Biological Anthropology (5 credits) OR ANTH&215: Bioanthropology with Lab (6 credits).

**Please Note:** students may apply only five credits from the concentration discipline to Basic Skills and distribution requirements. The remaining 15 or 16 credits will apply as electives.

## ANTH& 100

### Survey of Anthropology • 5 CR

An introductory course on the cultures and biology of humans, from scientific and humanistic perspectives. Explores all four fields of



anthropology: archaeology (ancient cultures), cultural anthropology (contemporary cultures and cultural diversity), biological anthropology (primates, genetics, evolution, and human biological diversity), and linguistics (language and communication).

### **ANTH 106**

#### **Great Discoveries in World Archeology • 5 CR**

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 108**

#### **Food, Drink and Culture • 5 CR**

Embark on an eating and drinking adventure and discover the roots of your cuisine. A cross-cultural and global view of food and drink that examines these essentials of life from the cultural, biological, archaeological and linguistic perspectives of anthropology. The phrase "You are what you eat (and drink)" takes on new and profound meanings. Previously ANTH 214.

### **ANTH 180**

#### **American Life & Culture • 5 CR**

A view of American culture from the broad lens of anthropology. Topics include American popular culture, the historical background to American social and cultural values, and the effect of economic and political changes in American life. Situates American culture and society in the context of a globalized world. Same as CES 180. Either ANTH 180 or CES 180 may be taken for credit, not both.

### **ANTH 194/195/196/197**

#### **Special Topics in Anthropology • V1-10 CR**

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

### **ANTH 198**

#### **Seminar in Anthropology • V1-10 CR**

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

### **ANTH 199**

#### **Individual Studies in Anthropology • V1-10 CR**

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

### **ANTH& 204**

#### **Archaeology • 5 CR**

Finding and digging sites is just the beginning of unearthing the past. Archaeologists are scientists who specialize in survey and excavation, as well as analysis and interpretation of ancient and historical remains. The methods, techniques, and goals of archaeology are highlighted to provide a basis on which to understand the rich record of the past. Previously ANTH 105.

### **ANTH& 205**

#### **Biological Anthropology • 5 CR**

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, apes and prosimians, fossil evidence for human evolution and the study of biological diversity in contemporary human populations. Either ANTH& 205 or ANTH& 215 may be taken for credit, not both. Note: Fulfills Science course requirement at BC. Previously ANTH 201.

### **ANTH& 206**

#### **Cultural Anthropology • 5 CR**

Cultural anthropologists are social scientists who learn first-hand about other cultures by living with the people under study. Topics may include social organization, economics, power and politics, race and ethnicity, language and communication, technology, religion and ritual, and sex and gender. Wide geographic coverage provides a basis for global comparisons of cultural similarities and differences between human groups. Previously ANTH 202.

### **ANTH 208**

#### **Language, Culture and Society • 5 CR**

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 BC. Previously ANTH 200.

### **ANTH 209**

#### **Great Discoveries in North American Archeology • 5 CR**

Before Columbus, millions of people lived on the North American continent for thousands of years. They left behind a rich archaeological record of their cultures, manifesting in thousands of remains throughout the USA and Canada. A consideration of these ancient cultures from a global context is addressed, as well as the plight of modern descendants.

### **ANTH 211**

#### **Great Discoveries in South American Archeology • 5 CR**

Explore the magnificent ancient civilizations of South America by taking a virtual tour of the spectacular ruins of the Inca, Moche, Nazca, Wari and many other prehistoric cultures. A consideration of South American archaeology in global context is addressed, as well as the plight of modern descendants.

### **ANTH 212**

#### **Great Discoveries in Mesoamerican Archeology • 5 CR**

Journey into the exciting past of Mexico and Central America by exploring the spectacular archaeological remains of the Aztecs, Mayas, and many other peoples who built grand civilizations of Mesoamerica. Continue the expedition into the present as connections to contemporary populations are addressed and the place of ancient Mesoamerica in global history is considered.

### **ANTH& 215**

#### **Bioanthropology w/Lab • 6 CR**

A hands-on laboratory approach to human biological characteristics, non-human primates, and evolutionary forces. Major topics include human genetics, adaptation, prosimians, monkeys and apes, fossil evidence for human evolution, and the study of biological diversity in contemporary human populations. Either ANTH& 205 or ANTH& 215 may be taken for credit, not both. Note: Fulfills Laboratory Science course requirement at BC. *Recommended:* ANTH& 100.

### **ANTH 219**

#### **Sociolinguistics • 5 CR**

What can you tell about people from the way they speak? This course investigates the way social factors, such as age, gender and social class, affect the way people talk. The course also addresses how social and political changes can affect the language we use. Fulfills Social Science course requirement at BC.

## ANTH 220

### Sex, Gender and Culture • 5 CR

An evolutionary, comparative, and holistic approach to sex and gender from the theoretical perspective of Anthropology. Explores the concepts of sex and gender through all four sub-fields (cultural anthropology, biological anthropology, archaeology, and linguistics). Readings examine both non-Western and Western cultures, illustrating how ideas about sex and gender vary in different times and cultures. **Recommended:** ANTH& 100.

## ANTH 222

### Environment & Culture • 5 CR

Investigates human and cultural systems as part of the ecosystem from the dual lenses of cultural ecology and human ecology. Cross-cultural comparisons of indigenous knowledge and cultural adaptations through time. Scientific modeling of social behaviors and long-term environmental modifications. Contemplates current environmental problems and potential solutions. **Recommended:** ANTH& 100.

## ANTH 224

### Anthropology of Music • 5 CR

Introduction to the academic discipline of ethnomusicology. The class is built around student participation in a field project, in which students will document, analyze and report on selected regional musical cultures. Covers the history, theoretical constructs and terminology of the discipline, and the ethics and methods of field work. **Recommended:** ANTH& 100.

## ANTH 232

### Reel Culture • 5 CR

Documentary films are a popular way to examine real life that often rivals Hollywood. Combining the methods of film-making with the lens of anthropology offers students the perspective of visual anthropology. This field broadens your horizons by analyzing films from around the world and delving into the history, methods, and theories of the industry. Experiential learning through production of documentaries. **Recommended:** ANTH& 100.

## ANTH& 234

### Religion & Culture • 5 CR

A global introduction to the religions of the world from a broad comparative perspective. Students examine the development and aspects of various religions (indigenous, Islam, Judaism, Buddhism, Hinduism, Christianity, and others). The relationship between religion and the social and cultural context are explored, especially in relation to nationalism, politics, and globalization.

## ANTH& 235

### Cross-Cultural Medicine • 5 CR

Everyone gets sick at some point in their lives, but how this sickness is viewed and treated is a cultural phenomenon. View health, disease, sickness, and healing from a global lens through the consideration of biology, culture, and political and economic systems. Knowledge of the rapidly expanding field of medical anthropology is essential for future health practitioners for competency in dealing with diverse patients. **Recommended:** ANTH& 100.

## ANTH& 236

### Forensic Anthropology • 5 CR

Popular TV shows highlight forensics, but how accurate are they and what is this field of study? Covers the tools of the experts in analyzing crime scenes and solving mysteries. Numerous methods, including skeletal analysis, recovery of evidence, and body decomposition, all contribute to resolution of medical and legal investigations. **Recommended:** ANTH& 204 or ANTH& 205. Previously ANTH 207.

## ANTH 294/295/296/297

### Special Topics in Anthropology • V1-10 CR

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

## ANTH 298

### Seminar in Anthropology • V1-10 CR

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

## ANTH 299

### Individual Studies in Anthropology • V1-10 CR

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

## Arabic

### ARTS & HUMANITIES DIVISION

See World Languages, pages 177-180.

## Art

### ARTS & HUMANITIES DIVISION

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

## First-Year Foundation Courses

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

## Second-Year:

ART 201, 202, 203, and 1 credit 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 college and art schools to Bellevue College should check with and 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.

## ART 105

### Art Appreciation • V1-5 CR

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

## ART 108

### Introduction to Hand & Power Tools • 2 CR

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

**ART 110****Two-Dimensional Design • 5 CR**

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

**ART 111****Design Color • 5 CR**

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

**ART 112****Three-Dimensional Design • 5 CR**

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

**ART 120\*****Drawing I • 5 CR**

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

**ART 121\*****Drawing II • 5 CR**

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

**ART 150\*****Basic Photo I • 5 CR**

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

**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.

**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. Course graded pass/fail. May be repeated for a maximum of 3 credits. *Prerequisite:* ART 150.

**ART 154\*****Introduction to Digital Photography • 5 CR**

Introduction to digital photography as a means for artistic exploration and expression. From camera basics, to using appropriate hardware and software, to conceptual and aesthetic considerations, students develop a digital workflow. *Recommended:* Basic computer skills.

**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.

**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 206****History of Photography Theory & Criticism • 5 CR**

Examines the role photography has played reflecting and shaping culture from its emergence in the 19th century to the digital revolution currently underway. Emphasizes what it means to photograph, to be photographed, and to view photographers as part of an audience. Students make a few photographs of their own along the way (some using a cell phone). *Recommended:* ENGL& 101.

**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 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 230\*****Beginning Printmaking • 5 CR**

The purpose of a printmaking course is to present students with an opportunity to further their knowledge of drawing, painting and design beyond what is offered in our beginning classes. The experience of a different media such as printmaking is desirable as it expands students' concepts of how to compose and activate a two dimensional art format as well as understanding graphic technique. *Recommended:* ART 120.

**ART 235****Printmaking II • 5 CR**

Continuation of Art 245, Watercolor I. Provides students an opportunity to further their knowledge of drawing, painting and design beyond beginning watercolor. *Recommended:* ART 245.



## 2014-15 Course Descriptions

### 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 245\*

#### Watercolor I • 5 CR

This course presents basic instruction in watercolor painting. Students use watercolor to paint objects and forms from both direct observation and imagination. Students gain skill in techniques unique to the watercolor process. Requires additional lab time outside of class. *Recommended:* ART 120.

### ART 247

#### Watercolor II • 5 CR

Continuation of ART 245, Watercolor I. Provides students an opportunity to further their knowledge of drawing, painting and design beyond beginning watercolor. *Recommended:* ART 245.

### 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.

### ART 254\*

#### Advanced Digital Imaging • 5 CR

Building on knowledge and skills gained in either ART 150 or ART 154. Explores technical, aesthetic, and conceptual considerations that are driving digital imaging in the 21st century. *Prerequisite:* ART 150 or 154. Basic computer skills and ownership of a DSLR recommended.

### ART 256\*

#### Art & Technology • 5 CR

Studio art class. Provides key concepts and strategies for students to express themselves using the latest technologies. Students, as employees produce projects using current techniques and tools. Course includes skills for being adaptive and developing problem solving skills for tomorrow's workplace. *Recommended:* Basic computer skills.

### 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

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

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 194/195/196/197

#### Special Topics in Astronomy • V1-5 CR

### 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 • V1-5 CR

Allows individual projects related to astronomy or the planetarium. May be repeated for a maximum of 15 credits. *Prerequisite:* Permission of instructor.

## Biology

### SCIENCE DIVISION

### BIOL& 100

#### Survey of Biology • 6 CR

An introduction to biology for the non-science student, emphasizing fundamental life processes and concepts common to all living organisms, with the human example. Emphasis is on biological applications in today's society. Course includes a lab.

### BIOL 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. Fulfills laboratory science course requirement at BC.

### BIOL 125

#### Survey of Human Diseases • 5 CR

Examines the pathophysiology, diagnosis and treatment of common and/or emerging human diseases.



**BIOL 135****Introduction to Global Health • 5 CR**

Introduction to the principles of global health, health determinants, health care systems, nutrition, and women's health issues in the world. The course will discuss ways in which to improve global health and connect how global health challenges can affect local health issues.

**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 BC.

**BIOL& 160****General Biology w/Lab • 6 CR**

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:** CHEM 100 or CHEM& 121 or BASIC 098, or one year of high-school chemistry.

**BIOL 162****General Biology II • 6 CR**

Surveys systems and processes, and diversity of living organisms and their environment. Format includes laboratory work.

**BIOL 194/195/196/197****Special Topics in Biology • V1-5 CR****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 Cellular or Animal or Plant • 6 CR**

First in a three-course sequence for science majors and pre-professional students. Topics include cell structure, metabolism and energetics, genetic control of life, biotechnology, and an introduction to evolution. **Prerequisite:** BIOL& 160 and CHEM& 161 with a C (2.0) or better or entry code.

**BIOL& 212****Biology Majors Animal or Cellular or Plant • 6 CR**

Second in a three-course sequence for science majors and pre-professional students. Topics include evolution of species, embryonic devel-

opment of animals, vertebrate systems, and animal taxonomy. **Prerequisite:** BIOL& 211 (prev BIOL 201).

**BIOL& 213****Biology Majors Plant or Cellular or Animal • 6 CR**

Third in a three-course sequence for science majors and pre-professional students. Topics include plant anatomy, physiology, evolution, and ecology. **Prerequisite:** BIOL& 211.

**BIOL& 241****Human Anatomy & Physiology I • 6 CR**

Introduces the structure and function of tissues, organs, and systems of the human body. Both BIOL& 241 and BIOL& 242 are needed for a complete study of the anatomy and physiology of all human systems. Format includes laboratory work. **Prerequisite:** BIOL& 160 or BIOL& 211 with a C or better, or entry code.

**BIOL& 242****Human Anatomy & Physiology II • 6 CR**

Continues the study of tissues, organs, and systems of the human body. Both BIOL& 241 and BIOL& 242 are needed for a complete study of the anatomy and physiology of all human systems. Format includes laboratory work. **Prerequisite:** BIOL& 241 with a C or better, or entry code.

**BIOL& 260****Microbiology • 6 CR**

Explores structure, function, and taxonomy of microbes, including bacteria and viruses, and their relationships to health and disease. Format includes substantial laboratory work and written reporting. **Prerequisite:** BIOL& 160 or BIOL& 211 with a C or better, or entry code.

**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 or BIOL& 211 or permission of instructor.

**BIOL 276****Advanced Laboratory Methods in Genomics • 6 CR**

Provides experience in teaching and advanced laboratory techniques in genomics. Topics include genomic library maintenance and DNA sequence database maintenance. Emphasis on independent work and teaching other students, critical thinking about research methodology

and scientific investigation. **Prerequisite:** BIOL 275 with a C- or better or permission of instructor.

**BIOL 294/295/296/297****Special Topics in Biology • V1-10 CR****BIOL 299****Individual Studies in Biology • V1-5 CR****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. **Prerequisite:** Acceptance into the BAS in Radiation and Imaging Sciences or permission of instructor. **Recommended:** BIOL& 160 or BIOL& 211.

**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.

**BOTAN 199****Individual Studies in Botany • V1-5 CR**

## Business Administration – Transfer

### SOCIAL SCIENCE DIVISION

#### BA 102

##### Business Processes, Analysis and Writing I • 2 CR

This course provides an overview of business processes in select industries and examines models of social responsibility with a heavy emphasis on analysis and writing. Restricted to business transfer students in the BC-UWB China US Program. **Prerequisites:** Completion of ENGL& 101 with a C or higher, completion of MATH 097 with a C or higher. C or higher is required in Math and English to receive the Associate in Business DTA. Permission of instructor.

#### BA 103

##### Business Processes, Analysis and Writing II • 3 CR

The course provides in-depth analysis of business processes, their use in enterprises, nonprofit, governmental and quasi-governmental entities with particular focus on the US and one other country. It also explores the multicultural transformation of business practices and continues with the analysis of models of corporate social responsibility. The course has a heavy emphasis on analysis and writing. Restricted to business transfer students in the BC-UWB China US Program. May be taken twice for a maximum of 6 credits. **Prerequisite:** ENGL& 101 with a C or higher, MATH 097 with a C or higher. C grades or higher are required in Math and English to receive the Associate in Business DTA. Permission of instructor.

#### BA 199

##### Individual Studies in Business Administration • V1-10 CR

#### 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 201, 271, 272 or ENGL& 235 with a C or better. **Recommended:** 30 prior college credits.

#### 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 or MATH& 141 with a C or better, or entry code.

#### BA 294/295/296/297

##### Special Topics in Administration • V1-10 CR

Students study advanced, new topics related to developments in the field of administration and management.

#### BA 299

##### Individual Studies in Business Administration • V1-10 CR

## Business Intelligence

### IBIT (INSTITUTE FOR BUSINESS & INFORMATION TECHNOLOGY)

#### 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 103

##### SQL Fundamentals • 5 CR

Students learn the fundamentals of database structure and SQL (Structured Query Language). They learn techniques useful for querying databases and they learn to apply their skills in realistic scenarios extracting data and organizing it into meaningful information. Students gain experience with database servers and client tools. **Recommended:** Familiarity with spreadsheets or databases.

#### BUSIT 105

##### Introduction to Business Intelligence • 5 CR

Provides an introduction to Business Intelligence solutions. Introduces the concepts and current methodologies for creating multi-dimensional databases. Students work with current server tools to create and browse multi-dimensional databases of various designs. Students learn to use reporting software and analytical software tools to analyze data and present findings. **Prerequisite:** BUSIT 103 with a C or better and completion of ENGL& 101 with a C or better.

#### 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 199

##### Independent Studies in Business Intelligence • 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.

#### 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. **Prerequisite:** BUSIT 105 with a C- or better.

#### BUSIT 205

##### Multi Dimensional Analysis • 5 CR

Concepts and techniques used in BUSIT 105 are expanded upon to create advanced, business-oriented solutions with multi-dimensional databases. Students learn the MDX language for querying multi-dimensional databases. **Prerequisite:** BUSIT 105 with a C- or better and PROG 140 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 build on the concepts and techniques learned in BUSIT 110 while focusing on ETL (Extract, Transform and Load) strategies and

tools. Current server tools are used in hands-on exercises to help reinforce data warehousing concepts. **Prerequisite:** BUSIT 110 with a C- or better and PROG 140 with a C- or better.

### **BUSIT 294/295/296/297**

#### **Special Topics in Business Intelligence • V1-5 CR**

Allows specialized or in-depth study of a subject related to business intelligence where the topic is announced in the quarterly schedule. May be repeated for a maximum of 15 credits of different topics.

### **BUSIT 299**

#### **Independent Studies in Business Intelligence • 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.

## **Business Management**

### **IBIT (INSTITUTE FOR BUSINESS & INFORMATION TECHNOLOGY)**

### **BUS& 101**

#### **Introduction to Business • 5 CR**

Examines the role of business in a modern economy: growth, structure, organization, and relationship to the environment. Students investigate the objectives, functions, and management of business firms. Other topics include problems of organization, decision-making, and controls. Fulfills social science course requirement at BC.

### **BUS 102**

#### **Personal Money Management • 1 CR**

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**

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**

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**

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**

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**

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 Investment • 1 CR**

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**

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**

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 141**

#### **Introduction to Insurance • 2 CR**

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**

Presents practical mathematics for business and consumer financing. Topics include computing simple and compound interest, present values, annuities, and amortization. **Prerequisite:** BTS 161 or BTS 165 at BC with a C- or better or equivalent spreadsheet experience.

### **BUS 199**

#### **Individual Studies in Business Management • 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.

### **BUS& 201**

#### **Business Law • 5 CR**

Surveys laws applicable to business transactions. Students focus on law of contract sales, negotiable instruments, and agency.

### **BUS 203**

#### **Business Law II • 5 CR**

Second course in business law. Extends the study of business law into real property, the Uniform Commercial Code, debtor-creditor relationships, business organizations, cyber law, ethics, and employment. Students extend their learning in the legal reasoning process, legal analysis and writing, and how to communicate clearly. **Prerequisite:** BA 200 or BUS& 201 or permission of instructor.

### **BUS 210**

#### **Investments • V1-5 CR**

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),



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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**

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 or MEDIA 219 may be taken for credit, not both. **Recommended:** Video production or film studies coursework.

### **BUS 221**

#### **Human Resource Management • 5 CR**

Introduces the functional areas of human resource management and laws. Students discuss job analysis, recruitment, testing, interviewing, selection, placement, training, wage and salary administration, performance, evaluation and labor management.

### **BUS 222**

#### **Advanced Leadership & Management • 5 CR**

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 or 221.

### **BUS 230**

#### **Project Management • 5 CR**

Examines the theory and practice of project management from a managerial perspective. Students define projects, determine resources requirements, write requests for proposals, outline contract requirements, define and sequence tasks, and create project schedules. **Recommended:** Concurrent enrollment in BTS 280.

### **BUS 241**

#### **Multicultural 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 CES 241. Either BUS 241 or CES 241 may be taken for credit, not both. **Prerequisite: Recommended:** 30 prior college business credits.

### **BUS 245**

#### **Property & Liability Insurance • 5 CR**

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 or equivalent experience recommended.

### **BUS 246**

#### **Personal Insurance • 5 CR**

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 or equivalent experience recommended.

### **BUS 247**

#### **Commercial Insurance • 5 CR**

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 or equivalent experience recommended.

### **BUS 248**

#### **Insurance Codes & Ethics • 2 CR**

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 equivalent experience recommended.

### **BUS 250**

#### **Entrepreneurship • 5 CR**

Deals with organizing and operating a small business. Topics include development of a business plan, failure factors in small business, source of capital, record keeping, financial statements, taxation, marketing, legal and regulatory issues and management principles. **Prerequisite:** Completion of 30 business credits or equivalent business experience recommended.

### **BUS 260**

#### **Business Ethics • 5 CR**

Introduction to ethical theories relevant to issues and problems in business. Explores ethical concerns in marketing, race/gender bias, economics, the natural environment, employee-employer duties, and civic relations. Same as PHIL 260. Either BUS 260 or PHIL 260 may be taken for credit, not both.

### **BUS 280**

#### **Advanced Studies in International Business • 5 CR**

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.

### **BUS 291**

#### **Business Internship I • 2 CR**

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**

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**

Allows study of advanced or specialized topics in the field of management.

### **BUS 299**

#### **Individual Studies in Business Management • 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.

### **BUS 370**

#### **Intermediate Project Management • 5 CR**

Examines project management theory and practice, with emphasis on scientific, technical, and medical applications. Uses PMI's PMBOK framework to explain the creation and management of projects in contemporary organizations. Cases and examples illustrate the application of this framework to real-world



Waterfall, Iterative, and Agile projects. **Prerequisite:** Acceptance to BAS program or instructor permission.

## Business Sustainable Practices

**IBIT (INSTITUTE FOR BUSINESS  
& INFORMATION TECHNOLOGY)**

### BSUST 101

#### Introduction to Sustainable Business Practices • 5 CR

Exploration of sustainable business practices that manage resources, emphasize policies to minimally affect local and global environment, and create positive social environments. Topics cover energy systems and efficiencies, transportation, water usage, waste management and recycling, supply chain and product lifecycle management, and environmental corporate responsibilities and regulations.

### BSUST 110

#### Communication for Sustainable Business Practices • 4 CR

Introduces strategies to best position and communicate your organization's commitment to the environment and social responsibility. Topics cover communication of sustainability strategies, integration of sustainable practices, marketing sustainability services and products, sustainability image positioning and advertising, training of employees, vendors and distributors, and developing accountability at all levels of operation.

### BSUST 120

#### Survey of Energy Systems Management • 5 CR

Explore and compare traditional and renewable energy systems, from efficiency, environment, socio-political and economic perspectives at the regional, US and global levels. Evaluate strategies for energy management in buildings, transportation and business operations. Topics include laws and regulations that govern energy sourcing, utilization and efficiency and their evolution over time.

### BSUST 130

#### Survey of Resource and Waste Management • 5 CR

Introduction to the environmental and economic impact of various resource and waste systems management strategies. Focus is on assessing every stage of business activities from the sourcing of materials and resources, through the use and maintenance of products, to the disposal of resulting waste and emissions.

### BSUST 150

#### Introduction to Carbon Footprint • 5 CR

Introduction to basic tools and techniques used to assess the impact of selected business practices on the environment and society. Topics include introduction to life cycle analysis, carbon footprint computing and analysis; auditing; emission and greenhouse gas reporting; emission trading regulations and energy management solutions.

### BSUST 160

#### Sustainable Business Analysis • 5 CR

Introduction to process and techniques involved in performing analysis of businesses with emphasis on how to best integrate sustainability into business and financial strategies. Topics include business process analysis, triple bottom line accounting, information technology processes, green supply chain, trends and practices, and legal issues and regulatory compliance. **Recommended:** BSUST 150.

### BSUST 201

#### Whole Systems Thinking and Change Management • 5 CR

Presents strategic approach to change management based on whole systems thinking. Using case studies, the focus is on developing and assessing strategies at all levels of the business systems that break down barriers and build upon relationships between units and stakeholders with an emphasis on economic, social and environmental impacts. **Recommended:** BSUST 101 or general knowledge of business and sustainable business practices.

### BSUST 260

#### Product Lifecycle and Supply Chain Management • 5 CR

Study of principles, functions and objectives of green and sustainable product lifecycle and supply chain management in various industries. Topics include: product design, standards and labeling; purchasing, contracts and supplier programs; outsourcing; manufacturing processes; material sourcing; waste management; resource and energy management; inventory management; transportation and distribution; and overall operations. **Recommended:** BSUST 160 and one from BSUST 120, BSUST 130 or BSUST 150.

## Business Technology Systems

**IBIT (INSTITUTE FOR BUSINESS  
& INFORMATION TECHNOLOGY)**

### BTS 095

#### Introduction to Online 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 • 1 CR

Develops basic skills in keyboarding (touch-typing) and document formatting using the personal computer. No previous computer experience necessary. Course is graded pass/fail.

### BTS 104

#### Keyboarding Review & Speed Building • 1 CR

Increases students' keyboarding speed and accuracy. **Prerequisite:** BTS 101 or equivalent experience recommended. Course is graded pass/fail.

### BTS 109

#### Business Communications • 5 CR

Strengthens skills for effective professional verbal, written and non-verbal communication. Includes reinforcement of grammar and punctuation, writing and peer-editing, proofreading and revising, business writing strategies, and portfolio preparation. Projects include a presentation with visual tools, outline, citations and portfolio preparation of professionally written business messages. **Prerequisite:** BTS 110 or BTS 161 or equivalent experience and ENGL 092 or 093. Keyboarding skill recommended.

### BTS 110

#### Web Essentials for Communication • 5 CR

Introduces internet research, web design tools, web communication and networking websites and tools, browser basics, web search strategies, evaluating and using online resources, writing in HTML, creating effective web pages, and Internet and web security. Projects combine professional writing, computer and web authoring software skills, website creation and design, and presentation skills.

### BTS 141

#### Presentation Design & Delivery Essentials • 1 CR

Studies business presentation essentials using current presentation software and professional standards. Topics include content development, audience analysis, presentation delivery, and design and presentation principles. Projects create and deliver presentations that are profes-

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sional, organized, effective and appropriate for the audience. **Recommended:** BTS 110 or 161. The entire series of BTS 141, 142, 143, with no omissions, is equivalent to BTS 147.

### **BTS 142**

#### **Presentation Design & Delivery Intermediate • 1 CR**

Studies intermediate business presentations using current software and professional standards. Topics include content development, graphics, animation, sound, video, collaboration tools and integration with other software applications. Projects create and deliver presentations that are professional, appropriate for the audience and organized. The entire series of BTS 141, 142, 143, with no omissions, is equivalent to BTS 147.

### **BTS 143**

#### **Presentation Design & Delivery Advanced • 1 CR**

Studies advanced business presentations using current software and professional standards. Topics include content development, custom animation and sound, custom designs, custom graphics, security, narration and alternative delivery modes including print and self-running presentations. Projects create and deliver presentations that are professional, appropriate for the audience and organized. The entire series of BTS 141, 142, 143, with no omissions, is equivalent to BTS 147.

### **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. **Recommended:** BTS 161 or equivalent experience.

### **BTS 145**

#### **Introduction to Web Technology • 1 CR**

Explores a wide variety of emerging online technologies and concepts that are both important and practical for businesses. Topics include how emerging technology tools can help you stay up to date in the new information landscape businesses are entering. Projects combine the use of emerging online technology with the needs of businesses and organizations to improve communications and productivity. **Prerequisite:** Previous computer experience or permission of instructor.

### **BTS 147**

#### **Presentation Design & Delivery • 3 CR**

Studies business presentation design, delivery and publication using current software and professional standards. Topics include content development, audience analysis, presentation delivery, presentation slides, collaboration tools, integration, security tools, application of template and custom graphics, animation, sound, video and delivery modes. Projects create and deliver professional presentations appropriately organized for the audience. **Recommended:** BTS 110 or BTS 161.

### **BTS 151**

#### **Spreadsheet Applications – Formulas & Functions • 1 CR**

Develops and creates a workbook with formulas and functions using spreadsheet software. The entire series of BTS 151, 152, 153, 154, 155, with no omissions, is equivalent to BTS 165. **Recommended:** BTS 161 or equivalent experience.

### **BTS 152**

#### **Spreadsheet Applications – Charts & Formatting • 1 CR**

Develops Workbooks and creates and modifies charts using spreadsheet software. The entire series of BTS 151, 152, 153, 154, 155, with no omissions, is equivalent to BTS 165. **Recommended:** BTS 161 or equivalent experience.

### **BTS 153**

#### **Spreadsheets: Data Analysis • 1 CR**

Develops worksheets and analyzes data using pivot tables, pivot charts, filtering, sorting and subtotals using spreadsheet software. The entire series of BTS 151, 152, 153, 154 & 155, with no omissions, is equivalent to BTS 165. **Recommended:** BTS 161 or equivalent experience.

### **BTS 154**

#### **Spreadsheet Applications – Links VLookUps & Templates • 1 CR**

Develops and creates multiple workbooks with linking VLookup and templates using spreadsheet software. The entire series of BTS 151, 152, 153, 154, 155, with no omissions, is equivalent to BTS 165. **Recommended:** BTS 161 or equivalent experience.

### **BTS 155**

#### **Spreadsheets: Advanced Functions and Formulas • 1 CR**

Develops worksheets using advanced functions and formulas such as IF, AND, OR, COUNTIF, SUMIF, LOOKUPS including nested functions and formulas, using spreadsheet software. The entire series of BTS 151, 152, 153, 154 and 155,

with no omissions, is equivalent to BTS 165. **Recommended:** BTS 161 or equivalent experience.

### **BTS 161**

#### **Business Software Essentials • 5 CR**

Introduces personal computer and business software in a Windows based environment. Includes file management strategies, personal computing tools, internet navigation, effective business document design, spreadsheet analysis and design and a survey of fundamental software used in a typical business environment. Projects include design and creation of a file management plan, and fundamental interactive spreadsheets. **Recommended:** BTS 101 or 104 or equivalent keyboarding experience.

### **BTS 163**

#### **Business Document Design Comprehensive • 5 CR**

Introduces key concepts and software to develop and create business documents. Topics include document design, creation, formatting, layout, output, graphics, tables, citations, mail merge, indexes, macros, forms, and sharing documents. Projects integrate business communication skills and problem solving techniques to create a variety of business documents such as letters, memos, newsletters, flyers, automated documents and collaborative documents. **Recommended:** BTS 161 or equivalent experience.

### **BTS 165**

#### **Business Spreadsheet Analysis & Design • 5 CR**

Introduces key concepts to develop and analyze business spreadsheets. Topics include formulas, formatting, logical, financial and lookup functions, charts, pivot tables, data tables, and multiple workbooks. Projects integrate skills to create business spreadsheets that communicate financial and operational performance. **Recommended:** BTS 161 or equivalent experience.

### **BTS 168**

#### **Business Data Management Tools • 5 CR**

Introduces key concepts of data management and the use and creation of relational databases as a business tool. Topics include: views, simple and advanced queries, create and modify forms and sub-forms, reports, primary and foreign keys, importing data, formulas, controls and conditional formatting. Projects apply skills to multiple hands-on databases of increasing complexity. **Recommended:** BTS 161 or equivalent experience.

## BTS 171

### Operating Systems for Advanced Users • 5 CR

Covers 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. **Recommended:** BTS 161 or equivalent experience.

## 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. The entire series of BTS 181, 182, 183, 184, 185, with no omissions, is equivalent to BTS 163. **Recommended:** BTS 161 or equivalent experience.

## BTS 182

### Word Processing – Tables Columns & Graphics • 1 CR

Develops advanced skills in word processing applications such as tabs, tables, columns, newsletters, and graphics. The entire series of BTS 181, 182, 183, 184, 185, with no omissions, is equivalent to BTS 163. **Recommended:** BTS 161 or equivalent experience.

## 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. The entire series of BTS 181, 182, 183, 184, 185, with no omissions, is equivalent to BTS 163. **Recommended:** BTS 161 or equivalent experience.

## 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. The entire series of BTS 181, 182, 183,

184, 185, with no omissions, is equivalent to BTS 163. **Recommended:** BTS 161 or equivalent experience.

## BTS 185

### Word Processing – Forms & Macros • 1 CR

Develops skills in creating standardized forms and automated documents by using templates, electronic forms and macros. The entire series of BTS 181, 182, 183, 184, 185, with no omissions, is equivalent to BTS 163. **Recommended:** BTS 161 or equivalent experience.

## BTS 186

### Publication Design Essentials • 5 CR

Introduces key concepts to create and design publications for business use. Studies design principles, publication function, and industry standard software to create, design, and publish business documents, and prepare digital images for print and web use. Projects combine computer software skills design principles and efficient workflow to create business publications such as logos, brochures, advertisements and newsletters. **Recommended:** BTS 161 or equivalent experience.

## BTS 187

### Publication Design for Print • 5 CR

Explores in-depth the current industry standard software to create and produce professional layouts and multipage publications for print. Topics include design principles, publication function, advertising principles and issues working with clients, typography, print considerations, color management, layout design, and management. Projects integrate design, advertising and client relations skills to create business cards, brochures, posters, directories, books, and banners. **Prerequisite:** BTS 161 or equivalent experience recommended.

## BTS 188

### Digital Images for Desktop Publishing • 5 CR

Introduces industry standards in digital imaging software and devices to create, edit, and manipulate images for print and web. Topics include design principles, print and web standards and tools, editing, modifying, compositing, painting, drawing, repairing, color-correcting, and automating digital images for business. Projects include marketing materials such as posters, book covers, labels and ads for use in a final portfolio. **Recommended:** BTS 161 or BTS 186.

## BTS 189

### Webpage Authoring Essentials • 5 CR

Introduces industry standards in web page authoring and editing tools. Topics include principles of web design, file management, formatting, HTML, CSS, image optimization,

publishing and managing dynamic web pages. Projects include the design and publication of a website based on a business client need. **Recommended:** BTS 161 or MEDIA 109 and working knowledge of HTML.

## 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.

## BTS 210

### Collaborative Online Workspace • 5 CR

Introduces web based collaborative software to enhance work, data and content collaboration in a business environment. Topics include workspace sites, content publication, lists, discussion boards, libraries, surveys, tracking tasks, blogs, wikis, web parts, customization, templates, managing users and permissions. Projects include the design and creation of customized workspaces to solve specific business needs. **Recommended:** BTS 110 or BTS 161.

## BTS 265

### Advanced Business Spreadsheet Analysis & Design • 5 CR

Develops advanced spreadsheet skills including application programming using software such as Microsoft Excel on the personal computer. **Prerequisite:** BTS 165.

## BTS 268

### Advanced Business Data Management Tools • 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 Planning Tracking and Reporting • 5 CR

Introduces skills to gather information about responsibilities and resources required to accomplish tasks and calculate the overall cost to plan a project. Studies the software needed to create and modify a project plan. Projects combine software skills with project management principles to plan a project and keep it moving on track in the implementation phase. **Recommended:** BTS 161 or equivalent experience.



## BTS 289

### Design & Deploy Ecommerce Website • 5 CR

Expands web development skills to market and sell products and services online. Topics include site design, data management, dynamic content, spy, shopping carts, search engine optimization and web marketing tactics. Projects integrate skills to design, build, and publish an e-commerce web site using current tools, following web marketing best practices and techniques. **Prerequisite:** BTS 189.

## BTS 293

### Business Technology Practicum • 5 CR

Students apply business technology tools and skills in a project environment to accomplish actual goals and objectives at the college. These projects, which require application of technical expertise, may include event management, peer mentoring, grant writing, and similar activities. Emphasis is placed on critical thinking, communication techniques, time management, project management and other topics that assist students in integrating technical skills into business careers. This class is best taken toward the end of program completion. **Recommended Prerequisite:** a minimum of 15 credits in BTS courses.

## BTS 294/295/296/297

### Special Topics in Business Technology Systems • V1-5 CR

Allows study of advanced or specialized business software applications, supplementing the regular courses. **Prerequisite:** BTS 161 or equivalent experience recommended.

## Career Education Options (CEO)

### STUDENT SERVICES

## CEO 057

### Special Topics in CEO • V1-5 CR

Develops skills for success in career and education programs through Special Topics.

## CEO 100

### Introduction to College Level Learning • 5 CR

General introduction to the cognitive and affective skills needed to succeed in life, education and career: understanding the difference between high school and college expectations to achieve academic success, and development of self-esteem, commitment, responsibility, persistence, respect and positive attitude. **Prerequisites:** Participant in CEO Program, concurrent enrollment with CEO 101 and 105.

## CEO 101

### Introduction to College/Career Success • 5 CR

An introduction to the attitudes, skills and personal characteristics that contribute to personal, academic, career and life success; the characteristics of positive attitude and self-esteem as an essential factor to personal health and positive relationships; recognizing and eliminating self-defeating behavior. **Prerequisites:** Concurrent enrollment with CEO 101 and 105, active CEO Program participant.

## CEO 102

### Survey of Life, Education, and Career Success • 5 CR

Development of skills that promote success in education, career and life. **Prerequisites:** CEO 100, 101, and 105 and active status in CEO Program.

## CEO 103

### Career Planning • 3 CR

Advanced application and implementation of previously-learned skills: leadership, comprehensive career plan, and an intensive scholarship search. **Prerequisite:** C- or better in CEO 100, 101, 102, 105 and permission of instructor.

## CEO 104

### Preparing for the Job Market • 2 CR

This course will introduce skills and strategies to compete in the job market, general and discipline-specific leadership skills, the career portfolio as a tool in job application, resources for future education, professional development, and lifelong learning. **Prerequisite:** C- or better in CEO 100, 101, 102, 103, 105, and permission of instructor.

## CEO 105

### Resources and Technology for College and Career • 5 CR

Overview and introduction to BC and community websites, resources and support. Students will assess their keyboarding skills. They will cover the basics of power point, outlook, website navigation, online classes and Excel and their application to college and career success. This class will satisfy the recommended prerequisite for BTS 161 or BTS 110.

## CEO 194/195/196/197

### Special Topics in Career Education Options • V1-5 CR

In-depth study of educational or career topic. Will be announced in quarterly schedule.

## CEO 294/295/296/297

### Special Topics in Career Education Options • V1-5 CR

In-depth study of educational or career topic. Will be announced in quarterly schedule.

## Chemistry

### SCIENCE DIVISION

## CHEM 100

### Chemical Explorations • 5 CR

Presents basic concepts of chemistry using a relatively non-mathematical approach. Topics include measurement, atomic and molecular structure, the periodic table, chemical vs. physical changes, acids and bases, and the social and environmental role of chemistry. Same as CHEM& 110. Only one of the two (CHEM 100 or CHEM&110) may be taken for credit.

## CHEM& 110

### Chemical Concepts w/ Lab • 6 CR

Presents the topics of chemistry in a relatively non-mathematical way and focuses on the social and environmental roles of chemistry. Course covers atomic and molecular structure, measurement, the periodic table, and acids and bases. The laboratory expands upon the course materials. Same as CHEM 100. Only one of the two (CHEM 100 or CHEM& 110) may be taken for credit.

## CHEM& 121

### Introduction to Chemistry • 6 CR

Introduces simplified atomic and molecular theory. Students investigate the chemistry of solutions, gases, liquids, and solids and examine quantitative relationships in chemical processes. Format includes lecture, discussion, and laboratory. **Prerequisite:** MATH 098 with a C or better, or placement into MATH 099 or higher.

## CHEM& 131

### Introduction to Organic/Biochemistry • 6 CR

Presents organic chemistry and biochemistry, with emphasis on functional groups, reaction synthesis, and biochemical applications. Format includes lecture, discussion, and laboratory. **Prerequisite:** CHEM& 121 or permission of instructor.

## CHEM& 140

### General Chem Prep w/Lab • 6 CR

Preparatory chemistry for science and engineering majors intending to take the general chemistry series (161/162 /163). Topics include: atomic structure, stoichiometry, solutions, bonding, acids-bases, and oxidation-reduction.



A quantitative approach and problem solving is emphasized. **Prerequisite:** Math 099 (with C or better) or placement into Math 141 or higher

### CHEM& 161

#### General Chemistry I • 6 CR

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. **Enforced Prerequisites:** Completion or concurrent enrollment in MATH& 141 or higher, or placement into MATH& 142 or higher. Also, CHEM& 121 or 140 with a C or better (or equivalent), or by chemistry placement exam.

### CHEM& 162

#### General Chemistry II • 6 CR

Second in a three-course chemistry sequence for science and engineering students. **Prerequisite:** CHEM& 161 with a C or better.

### CHEM& 163

#### General Chemistry III • 6 CR

Third in a three-course chemistry sequence for science and engineering students. **Prerequisite:** CHEM& 162 with a C or better.

### CHEM 199

#### Individual Studies in Chemistry • V1-5 CR

Allows specialized, independent projects relating to chemistry. May include laboratory work. May be repeated for a maximum of 10 credits. **Prerequisite:** Two quarters of college chemistry and permission of instructor.

### CHEM& 261

#### Organic Chemistry I • 6 CR

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 and CHEM& 162 and CHEM& 163.

### CHEM& 262

#### Organic Chemistry II • 6 CR

Second in a three-course organic chemistry sequence. Format includes laboratory work. **Prerequisite:** CHEM& 261.

### CHEM& 263

#### Organic Chemistry III • 6 CR

Third in a three-course sequence. Continues the lecture and lab component of CHEM& 261 and CHEM& 262. Topics include functional groups and biologically important compounds. Format includes laboratory work. **Prerequisite:** CHEM& 262.

### CHEM 265

#### Biochemistry I • 5 CR

The first in a two-quarter sequence for science majors and for students interested in careers in pharmacy, dentistry, medicine, veterinary medicine and medical technology. Topics include protein structure and function; carbohydrates and their metabolism, electron transport processes and some of the major metabolic pathways. **Prerequisite:** BIOL& 211 and CHEM& 261.

### CHEM 266

#### Biochemistry II • 5 CR

The second in a two-quarter sequence for science majors and for students interested in careers in pharmacy, dentistry, medicine, veterinary medicine and medical technology. Topics include lipid structure, metabolism, transport and biosynthesis, nucleic acid structure and function, DNA replication, transcription and translation. **Prerequisite:** CHEM 265

### CHEM 275

#### Introduction to Instrumental Analysis • 6 CR

Designed for students interested in a career in molecular biosciences. Topics include measurements and calculations in analytical chemistry, interaction of radiation with matter, spectroscopy, mass spectrometry, and separation techniques. Format includes lecture, discussion, and laboratory. **Prerequisite:** CHEM& 163, and BIOL& 160 or BIOL& 211. **Recommended:** ENGL& 235 and BTS 147.

### 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.

## Chinese

### ARTS & HUMANITIES DIVISION

See World Languages, pages 177-180.

## Communication Studies

### ARTS & HUMANITIES DIVISION

Students pursuing an Associate in Arts and Science transfer degree may elect to complete an academic concentration in Communication Studies or Film Studies by completing 20 credits in the discipline. For Communication Studies, the following courses are required: CMST 102, 202, 220 and an additional five credits from CMST 20, 230, 240, 280, or 285. For Film Studies, please contact the department for more information. Please note only five credits from the concentration discipline may be applied to a Basic Skills and distribution requirement. The remaining 15 credits will apply as electives.

### CMST 105

#### Debate I • 5 CR

Exposes students to argumentation structure in basic parliamentary debate and speech. Students spend a significant amount of time conducting research, preparing and debating. Students may choose to travel and compete at the collegiate level in speech & debate tournaments as well. **Recommended:** ENGL& 101.

### CMST 106

#### Debate II • 5 CR

Students are exposed to argumentation structure in basic parliamentary debate and speech spending significant time conducting research, preparing and debating at a more advanced level than CMST105. Students may choose to travel and compete at the collegiate level in speech & debate tournaments. **Recommended:** ENGL 101 and CMST 105.

### CMST 107

#### Debate III • 5 CR

Continues material from CMST 106 with argumentation structure in basic parliamentary debate and speech. Requires a significant amount of time conducting research, preparing and debating. Students may choose to travel and compete at the collegiate level in speech & debate tournaments. **Recommended:** ENGL& 101 and CMST 106.

### CMST 114

#### Introduction to Producing Motion Pictures • 5 CR

This course focuses on the elements and process of all aspects of film production from pre-production to the end of post-production. The course will also cover production skills and the impact of such on the viewer. Students will leave the course with a producing plan portfolio.

## CMST 115

### Visual Storytelling • 5 CR

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 recommended.

## CMST 119

### History of Animation • 5 CR

Provides an overview and study of the history of animation, from the early magic lantern shows of the late nineteenth century to current and emerging digital animation technologies. The history of early film animation is compared and contrasted with the history of animation for the web, showing how the two types of animation often parallel each other in style and development. Course includes a series of lectures, discussions, and a variety of film and video clips of both classic and digital animation.

## CMST 120

### Film History • 5 CR

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 and completion of any CMST Theory course.

## CMST 121

### Exploring the Documentary Film • 5 CR

Examines the theory, practice, history and ethics of documentary film making.

## CMST 123

### Introduction to Digital Cinema • 3 CR

This course is designed to introduce students to the latest cameras used in cinema (i.e. RED camera, digital film, HD). Students will be exposed to camera equipment, discuss theories, and critique use of various cameras in film making. The course is designed as an intensive workshop.

## CMST 124

### Introduction to Line Producing in Filmmaking • 2 CR

This course is designed to introduce students to the roles and responsibilities of a line producer in creating motion pictures. The course is delivered as an intensive workshop.

## CMST 131

### Exploring the Digital Future • 5 CR

Surveys the history and future of global communication technologies. Students discuss the effects of the computer revolution and digital communication on society and explore career opportunities in digital communication fields.

## CMST 132

### Techniques & Technology of Propaganda • 5 CR

Examines tools and processes for targeting information to specific audiences for specific purposes. Students analyze how film, video, and multimedia can be used to influence opinions, generate sales, etc. Students test persuasion techniques with simple media presentations.

## CMST 133

### Media Aesthetics • 5 CR

Gives insight into media aesthetics through the study of production techniques. Students develop interpretive skills by analyzing lighting, editing, color, sound, and interactivity. Class format includes lectures, media clips, and guest speakers.

## CMST 134

### Cultural Studies in Mass Media • 5 CR

Introduces terms, analytical techniques, and interpretive strategies commonly used in cultural studies. Explores how mass mediated artifacts are produced, shaped, distributed, consumed, and responded to in diverse ways. Students investigate these varied dimensions of culture to understand them in their broader social, aesthetic, ethnical and political context.

## CMST 136

### Writing for the World Wide Web • 5 CR

Introduces the cognitive and creative tools needed to create text for the World Wide Web. Students practice new styles of writing for nonlinear media. **Recommended:** BTS 109 or ENGL& 101 (prev ENGL 101).

## CMST 138

### Media Digital Law & Ethics • 5 CR

Explores the legal and ethical issues raised by modern communication technologies. Specific topics include copyright, free speech, pornography, and universal internet access. Students analyze how the U.S. justice system responds to emerging technologies. Class format incorporates lectures, discussions, case studies, and media clips.

## CMST 141

### Introduction to Media Writing • 5 CR

Students learn interviewing, basic research, effective expression and editing through note taking, interviewing, drafting and revision. Emphasizes observation skills and choice of language, structure and source material to communicate events and ideas to selected audiences. Students are encouraged to submit writing to the BC student newspaper. **Prerequisite:** Placement by assessment into ENGL& 101, completion of ENGL 092 or ENGL 093 with a C- or better, or entry code.

## CMST 143

### Editing Techniques • 3 CR

Applies the techniques and responsibilities of newspaper editing. Students practice copy reading and headline writing.

## CMST 144

### Print and Online Media • 3 CR

Presents the basics of newspaper, magazine and online media design strategies. Topics include page makeup, assignment planning and picture editing. Requires additional lab time outside of class. **Prerequisite:** CMST 141 or ENGL& 101 or entry code.

## CMST 145

### Advertising • 3 CR

Covers audience, market research, effective messaging and design. Students gain practical experience working on advertising campaigns on campus for the newspaper and other entities.

## CMST 146

### News Staff • 3 CR

Continues CMST 141 with further skills development and practical applications. Students typically complete major reporting assignments each quarter. Requires additional time outside of class. **Prerequisite:** CMST 141 or ENGL& 101.

## CMST 151

### Introduction to Public Relations • 5 CR

Provides an overview of the field of public relations from history to practice. Introduces writing, interviewing and publicity techniques and creates press kits for a variety of audiences. **Prerequisite:** CMST 141 or ENGL& 101.

## CMST 161

### Basic Broadcasting • 5 CR

Develops skills in announcing and audio operations. Students review radio history and regulations and get an introduction to commercials, news, production, and station organization.

**CMST 163****Radio Operations: Announcing/Production • 5 CR**

Develops broadcast voice and production skills. Students practice tape editing and mixing and develop production values through class projects. **Prerequisite:** CMST 161 and permission of instructor.

**CMST 194/195/196/197****Special Topics in Communication • V1-10 CR**

Allows specialized study of a subject supplementing the speech communication curriculum. Topics are announced in the class schedule. May be repeated for a maximum of 15 credits.

**CMST 202****Survey of Speech Communication • 5 CR**

Introduces a variety of communication processes to give a basic understanding of speech communication. Students explore interpersonal, small group, and intercultural communication. Same as SPCH 102 and SPCH 202.

**CMST& 210****Interpersonal Communication • 5 CR**

Focuses on interpersonal communication in relationships. Students explore perception, language, self-concept, self-disclosure, listening, and conflict resolution management, and experience the concepts through class activities.

**CMST 216****Scripting for Film Video & Multimedia • 5 CR**

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 or ENGL& 101 or ENGL& 235 or 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**

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.

**CMST& 230****Small Group Communication • 5 CR**

Explores effective communication in small groups. Students examine aspects of group process, including leadership, conflict management, decision-making, conformity,

and critical thinking. Students work in groups to test theories and practice skills. Fulfills social science course requirement at BC.

**CMST 241****News Features & Magazine Writing • 5 CR**

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 or ENGL& 101 with a C- or better or entry code.

**CMST 245****Practicum in Journalism • 5 CR**

Provides practical experience in community journalism. Students work 10 hours per week at a local newspaper under an editor's supervision. Enrollment only by arrangement with the Communication Studies Program. **Prerequisite:** Permission of instructor.

**CMST 250****Organizational Communication • 5 CR**

Applies communication concepts and theory to an organizational setting. Covers interpersonal communication in a culturally diverse workplace, teamwork and meeting effectiveness, electronic communication, conflict management, managerial effectiveness and organizational culture. **Recommended:** Placement in ENGL& 101 or higher.

**CMST 260****Art of Cinematography & Lighting • 5 CR**

Covers the aesthetics of lighting to create mood, intensify drama and enhance the visual narrative.

**CMST 261****Radio News Broadcasting • 5 CR**

Covers writing, editing, producing, and delivering news for radio. **Prerequisite:** CMST 141 and CMST 161 or permission of instructor.

**CMST 266****Practicum in Broadcasting • 5 CR**

Provides work experience in a local broadcast outlet. May be repeated for a maximum of 10 credits. **Prerequisite:** CMST 161 or entry code.

**CMST 280****Intercultural Communication • 5 CR**

Examines the effect of culture on the communication process. Students learn about the influence of culture on communication styles, language, and non-verbal communication. Students practice skills that contribute to intercultural competence.

**CMST 285****Nonverbal Communication • 5 CR**

Examines non-verbal behavior and its role in the communication process. Topics include body language, space, touch, dress, and cultural norms. Students analyze their own non-verbal communication techniques.

**CMST 291****Making Movies • 5 CR**

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.

**CMST 294/295/296/297****Special Topics in Communication • V1-10 CR**

Allows specialized or in-depth study of a subject supplementing the Communications curriculum. Student interest and instructor expertise help determine the topic. **Prerequisite:** Permission of instructor.

**CMST 299****Special Projects in Communication • V1-5 CR**

Covers individual projects in broadcasting, journalism, and advertising, which complement a student's work in other communications courses. May be repeated for a maximum of 15 credits. **Prerequisite:** Permission of instructor.

**CMST 330****Intercultural Communication for the Professional • 5 CR**

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.

**CMST 350****Professional Communication for the Designer • 5 CR**

Examines how an Interior Design Professional applies communication theory and concepts to perform effectively in the workplace. Focuses on development of interpersonal skills in a diverse workplace, small group interaction and meeting effectiveness, public presentations, business writing including electronic collaboration, and organizational culture. Course requires significant oral presentation. **Prerequisite:** Acceptance to the program or permission of instructor.



## Computer Science – Transfer

### SCIENCE 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 199

##### Independent Study in Computer Science • V1-10 CR

#### 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 (or higher), or placement by assessment in MATH&142 or above, or entry code.

#### CS 211

##### Fundamentals of Computer Science II • 5 CR

Continues CS 210, with data structures algorithm analysis and inheritance. Students learn to create collections, lists, binary trees, and sets. Other topics include sets, generic data types, sorting, recursion, run-time complexity, and graphical user interfaces. **Prerequisite:** CS 210 or entry code.

#### CS 212

##### C++ Data Structures • 5 CR

Completes one year sequence with data structures using C++, including lists, hash tables, stacks, queues, trees, and graphs. Contrasts the implementations of such data structures in different languages, specifically the differences between pointers versus references, templates versus generics, dynamic versus static memory allocation, multiple inheritance, and destructors. **Prerequisite:** CS 211.

#### 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. **Enforced Prerequisite:** CS 101 or entry code. Requires experience with computer databases.

#### 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.

## Criminal Justice

### SOCIAL SCIENCE DIVISION

#### CJ& 101

##### Introduction to Criminal Justice • 5 CR

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

##### Policing Operations • 5 CR

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

#### CJ 103

##### Criminal Justice Report Writing • 5 CR

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

##### American Corrections System • 5 CR

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 or CJ& 112 recommended.

#### CJ 109

##### Introduction to Juvenile Justice System • 5 CR

Introduces basic concepts, theories, principles and an 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 recommended.

#### CJ& 110

##### Criminal Law • 5 CR

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

#### CJ& 112

##### Introduction to Criminology • 5 CR

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

#### CJ 125

##### Introduction to Visual Tracking • 5 CR

The student will learn how to identify, interpret and document physical evidence directly related to human movement and travel. The student will learn how this evidence is relevant to the processing of a crime scene while working with a tracking team to identify and follow sign evidence to reach a valid conclusion pertaining to the person's movements and behavior. The student will learn about different tracking applications to include Search and Rescue.

#### CJ 194/195/196/197

##### Special Topics in Criminal Justice • V1-10 CR

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

#### CJ 198

##### Seminar in Criminal Justice • V1-10 CR

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

#### CJ 199

##### Individual Studies in Criminal Justice • V1-10 CR

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



**CJ 200****Criminal Evidence & Procedures-Police Officer • 5 CR**

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

**CJ 202****Principles of Criminal Investigation • 5 CR**

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

**CJ 204****Constitutional Law • 5 CR**

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

**CJ 206****Community-Oriented Policing • 5 CR**

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

**CJ 242****Race, Law, and Justice • 5 CR**

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

**CJ 248****Ethics in Criminal Justice • 5 CR**

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

**CJ 253****Drug Use & the Law in American Society • 5 CR**

Studies the unique demands that alcohol and drug offenses place on the criminal justice system. Students learn how the procedures of

investigation, information management, and prosecution differs between alcohol and drug crimes and other criminal offenses.

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

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

**CJ 298****Seminar in Criminal Justice • V1-10 CR**

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

**CJ 299****Individual Studies in Criminal Justice • V1-10 CR**

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

**Cultural & Ethnic Studies****SOCIAL SCIENCE DIVISION****CES 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 BC. *Prerequisite:* Placement by assessment into ENGL& 101 or ENGL 092 or 093 with a C- or better or entry code. Previously ETHN 100.

**CES 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. Previously AMST 101.

**CES 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. Previously AMST 102.

**CES 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 CES 103 or ART 103 may be taken for credit, not both. Previously AMST 103.

**CES 104****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 BC. *Prerequisite:* Placement by assessment into ENGL& 101 or ENGL 092 or 093 with a C- or better or entry code. Previously ETHN 102.

**CES 106****Introduction to Immigration • 5 CR**

Are you curious about the state of Immigration or what it means to be an immigrant? Study some of the most important thrusts in Migration Studies and trace its history from a cultural and policy standpoint. Themes may include global impacts, cultural migration and analyses of Immigration in popular culture.

**CES 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. Previously ETHN 109.

**CES 115****American Film as Literature • 5 CR**

Introduces the critical study of the motion picture as an expressive medium comparable to literary art. Students review the history and cultural traditions of American film, with focus on the feature-length film as a novelistic form. Students analyze film adaptations of American literary texts. Also includes documentaries and other genres. Previously AMST 115.

## CES 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. **Recommended:** ENGL& 101. Previously ETHN 120.

## CES 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 CES 121 or SOC 121 may be taken for credit, not both. **Recommended:** ENGL& 101. Previously ETHN 121.

## CES 130

### Ethnic Identity of Deafness • 5 CR

Leads students to an understanding of Deafness as a cultural identity, through an exploration of Identity Formation, as explained by social scientific theory, and expressed through film, art, literature, poetry and visual music, which reveal the historical and social forces that act upon the lives of Deaf people in the modern world. **Prerequisite:** Placement by assessment into ENGL& 101 or ENGL 092 or ENGL 093 with a C- or better.

## CES 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, or ENGL092 or ENGL 093 with a C- or better. Previously ETHN 140.

## CES 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 BC. **Prerequisite:** Placement by assessment into ENGL& 101 or ENGL 092 or 093 with a C- or better. Previously ETHN 152.

## CES 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 CES 160 or POLS 160 (prev POLSC 160) may be taken for c credit, not both. Previously AMST 160.

## CES 180

### American Life & Culture • 5 CR

A view of American culture from the broad lens of anthropology. Topics include American popular culture, the historical background to American social and cultural values, and the effect of economic and political changes in American life. Situates American culture and society in the context of globalized world. Same as ANTH 180. Either CES 180 or ANTH 180 may be taken for credit, not both. Previously AMST 180.

## CES 199

### Independent Studies in Cultural & Ethnic Studies • V1-5 CR

Covers directed readings, special projects and independent study by an individual student. **Prerequisite:** Permission of instructor. Previously ETHN 199.

## CES 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. Previously: AMST 200.

## CES 201

### 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 or ENGL 092 or 093 with a C- or better. Previously: ETHN 200.

## CES 203

### Borderlands • 5 CR

What goes on in Border Towns? What do you know about Mexico-U.S. Immigration political policy? What about the history of immigration and where you fit in? Study the most current Borderlands studies from all political perspectives in this dynamic class.

## CES 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 analyses of art, film, media, and network societies.

## CES 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 BC. **Prerequisite:** Placement by assessment into ENGL& 101 or ENGL 092 or 093 with a C- or better. Previously ETHN 210.

## CES 241

### Multicultural 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. Either CES 241 or BUS 241 may be taken for credit, not both. **Recommended:** 30 prior college business credits. Previously ETHN 241.

## CES 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. Previously ETHN 255.

## CES 257

### Queer Studies • 5 CR

Explore the social, cross-cultural, and historical issues related to lesbian, gay, bisexual, transgender, and queer-identified peoples in the United States. Using cultural studies, sociology, literature, art, history, and popular culture, we will investigate the relationship between homophobia, heterosexism, heterosexuality and the societal structures that create and perpetuate systems of inequality. May be used to satisfy either Social Science or Humanities credit.

**CES 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 CES 260 or ECON 260 may be taken for credit, not both. **Recommended:** 30 prior college credits. Previously AMST 260.

**CES 281/282/283/284****Issues in Womens 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 or ENGL 092 or 093 with a C- or better. Previously ETHN 281/282/283/284.

**CES 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. Previously AMST 285.

**CES 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. Previously AMST 286.

**CES 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. Previously AMST 287.

**CES 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. Previously AMST 288.

**CES 294/295/296/297****Special Topics in Cultural and Ethnic Studies • V1-5 CR**

Allows focused study of a topic supplementing the Cultural and Ethnic 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. Previously AMST 294/295/296/297.

**CES 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. Previously AMST 299.

**Dance****ARTS & HUMANITIES DIVISION**

See Theatre Arts, pages 174-176.

**Database Administration****IBIT (INSTITUTE FOR BUSINESS & INFORMATION TECHNOLOGY)****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:** BUSIT 103 with a C or better. Placement by assessment into ENGL& 101, or completion of ENGL 092 or 093 with a C or better.

**DBA 232****Database Administration • 5 CR**

Develops the concepts and skills required to perform the duties of Database Administrator (DBA) in organizations using large relational databases. Students develop coherent plans for security, disaster recovery, backup and restore, replication and other administrative functions, including the creation and use of SQL scripts to automate administrative tasks. **Prerequisite:** DBA 130 with a C- or better. Placement by assessment into ENGL& 101 or ENGL 092 or 093 with a C- or better.

**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 020****Job Preparedness • V1-8 CR**

For high intermediate/advance level English speakers. Students learn how to write a resume, complete applications and network to find employment in the U.S. **Prerequisite:** Must be eligible to work in the U.S. and a city of Bellevue resident. Call (425) 564-2341 for more information or come to R230.

**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



## 2014-15 Course Descriptions

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 074

#### Strategies for Learning Nursing Content Part IV • 2 CR

This course is designed for non-native speakers of English who are planning to study nursing in the Associate Degree Nursing Program, but who still need English. The four areas of communication (speaking, reading, listening, and writing) are reflected in the outcomes. This course is given in the summer and then offers ongoing support throughout the college calendar year.

## ADULT BASIC EDUCATION

### ABE 041

#### Adult Basic Education Lab Level 1 • 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.

### ABE 042

#### Adult Basic Education Lab Level 2 • 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.

### ABE 043

#### Adult Basic Education Lab Level 3 • 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.

### ABE 044

#### Adult Basic Education Lab Level 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.

### 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 061

#### Adult Basic Education Level V1 • V1-10 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 062

#### Adult Basic Education Level 2 • V1-10 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 063

#### Adult Basic Education Level 3 • V1-10 CR

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

### ABE 064

#### Adult Basic Education Level 4 • V1-10 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.

## ENGLISH AS A SECOND LANGUAGE

### ESL 031

#### Basic Skills Learning Lab – Level 1 • V1-5 CR

### ESL 032

#### Basic Skills Learning Lab – Level 2 • V1-5 CR

### ESL 033

#### Basic Skills Learning Lab – Level 3 • V1-5 CR

### ESL 034

#### Basic Skills Learning Lab – Level 4 • V1-5 CR

### ESL 035

#### Basic Skills Learning Lab – Level 5 • V1-5 CR

### ESL 036

#### Basic Skills Learning Lab – Level 6 • V1-5 CR

### ESL 051

#### 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 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 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.

## GENERAL EDUCATION DEVELOPMENT

### 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.

## Diagnostic Ultrasound

### HEALTH SCIENCES, EDUCATION & WELLNESS INSTITUTE

## DUTEC 100

### Introduction to Diagnostic Medical Sonography • 3 CR

This course will introduce the student to the field of diagnostic medical sonography. Topics include the history and foundations of medical ultrasound; medical terminology; relevant ergonomics; and the role of sonography compared to other Imaging disciplines. Professionalism, communication, patient care, vitals, medical ethics, legal issues, scope of practice, certification, and accreditation are addressed. **Prerequisite:** Acceptance into program.

## DUTEC 102

### Practical Aspects of Sonography • 3 CR

This course will introduce the student to the principles of Diagnostic Medical Sonography, scanning techniques, image critique, image identification; patient care and preparation as related to the sonography exam. Introduction to the operation of diagnostic ultrasound equipment and routine scanning protocols will provide a foundation for future scanning courses. **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 and acceptance into the program or permission of program chair.

**DUTEC 106****Pathophysiology II • 3 CR**

Continues upon Pathophysiology I emphasizing the physiology and pathology of the cardiovascular and the peripheral vascular system. **Prerequisite:** DUTEC 105 or permission of program chair.

**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****Abdominal Scanning and Techniques • 5 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 upon Pathophysiology II and focuses on the disease process and disease states relevant to obstetrics, gynecology, and neurology. **Prerequisite:** DUTEC 106 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****Obstetrics and Gynecological Sonography • 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 125****Congenital Heart Disease • 3 CR**

This course will introduce the student to embryologic development of the heart and great vessels. Emphasis will be placed on normal development and congenital heart disease. Echocardiography will be introduced as well as specific imaging protocols, trends, and techniques that will be used with the pediatric patient. **Prerequisite:** Acceptance into program or permission of program chair.

**DUTEC 130****Small Parts with Vasculature Sonography • 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 experience in the student's clinical specialty area. **Prerequisite:** Acceptance into program or permission of program chair.

**DUTEC 150****Basic Echocardiography • 4 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****Echocardiography • 5 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****Vascular Ultrasound Technology • 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 182****Advanced Studies Vascular Technology • 3 CR**

Continues the vascular application of grayscale, color flow and Doppler sonography for the detection of peripheral vascular (PV) disease in the lower extremities and upper extremities. Includes PV arterial and venous anatomy, physiology, disease and treatment. Advanced concepts in transcranial Doppler will be revealed. **Prerequisite:** Acceptance into program or permission of program chair.



## DUTEC 190

### Pediatric Echocardiography • 3 CR

This course continues the basic echocardiography started in DUTEC 125. Students focus Doppler measurements and calculations, M-mode and two-dimensional imaging in conjunction with the targeted obstetric exam and fetal interventions with congenital heart disease. **Prerequisite:** Acceptance into program or permission of program chair.

## DUTEC 200

### Stress, EKG and Auscultation for Echo • 3 CR

This course covers cardiac electrical activity and the interpretation of electrocardiograms. The student echocardiographer develops skill in recognizing normal sinus rhythm versus atypical cardiac rhythms. Students learn to interpret common cardiac dysrhythmias, including sinus, atrial, junctional, and ventricular, and integrate this skill into the daily practice of echocardiography. The students will know the stress echo lab procedures including monitoring the patient. Students will learn to perform auscultation of the heart and lungs. **Prerequisite:** Acceptance into program, completion of DUTEC 155.

## DUTEC 210

### Clinical Practicum I • 13 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 • 13 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 • 13 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 • 13 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 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 296

### Special Topics – Vascular Technology • 3 CR

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

## DUTEC 299

### Individual Studies in Diagnostic Ultrasound • V1-12 CR

Provides clinical experience in a diagnostic imaging facility under the direction of a medical sonographer, doctor of medicine or osteopathy, or associate research fellow. **Prerequisite:** Permission of program chair.

## Digital Media Arts

### IBIT (INSTITUTE FOR BUSINESS & INFORMATION TECHNOLOGY)

## DMA 100

### Portfolio and Employment I • 2 CR

Introduces students to the digital media industry and leads them through the creation of a personalized pathway for Digital Media Arts degree completion and employment. Students will explore industry trends, standards and expectations, and will complete a self-assessment process resulting in an initial course of study. The importance of portfolios for obtaining employment will be introduced. Required first-quarter course for students entering the DMA degree program.

## DMA 102

### Digital Design and Storytelling • 5 CR

Explores storytelling from oral and written traditions and those found in today's visual and social media. Students will analyze stories, characters, narrative elements and themes and review visual media through the lens of story structure. Students will also develop stories, characters, and storyboards and learn processes for carrying a project from initial idea to completion. **Recommended prerequisite or concurrent enrollment:** DMA 100.

## DMA 103

### Graphic Design Fundamentals • 5 CR

This course provides foundational knowledge of graphic design theory, tools and processes. Introduces students to the technologies, theories,

practices and techniques of graphic design. Students will use graphic design tools and apply basic visual design theory to create and manage digital images, graphics, illustrations and effects. The impact delivery environments have on design will also be explored. **Recommended prerequisite or concurrent enrollment:** DMA 100.

## DMA 104

### Motion Graphic Fundamentals • 5 CR

An introduction to the technologies, theories, practices and techniques used to create motion graphics as used in animations, gaming environments and special effect videos. Students will apply basic moving image design theory to create and manage moving images, graphics, illustrations and effects. End use requirements for various applications of moving graphics will also be explored as well as simple audio editing tools. **Recommended prerequisite or concurrent enrollment:** DMA 100.

## DMA 105

### Production Studio • 5 CR

Provides students with practical experience working on collaborative teams while applying design principles and processes. Small teams will be taught to work together to carry a design solution through the cycle of pre-production including steps such as working with clients, creating design documents, making pitches, drafting contingency plans and budgeting. **Prerequisite:** DMA 100 and 103 at BC with a C- or better, or instructor permission. **Recommended:** that students be in third quarter of enrollment or later.

## DMA 106

### Animation and Game Design Fundamentals • 5 CR

Provides foundational knowledge of animation and game design theory, tools and processes. Introduces the basic terminology, concepts, and principles of animation and game design. Students gain an understanding of historical perspective, current technologies, applications of animation, basic principles of 2D and 3D animation, the use of animation in game design and conceptual level design for games. Animation and game delivery platforms and standards are also introduced. **Recommended prerequisite or concurrent enrollment:** DMA 100.

## DMA 107

### Web Design Fundamentals • 5 CR

Provides a hands-on overview of the design, creation and use of media-rich websites. Students will create web sites using XHTML basic CSS and elemental Javascript. Web site structures, industry standards, social media



and delivery platforms for web multimedia will also be explored. **Recommended prerequisite or concurrent enrollment:** DMA 100.

### DMA 108

#### Video Fundamentals • 5 CR

Introduces the use of video across media through instruction and hands-on experiences. Students study video technologies, basic equipment operation, video composition, basic lighting and audio production, delivery platforms and standards, and visual storytelling while gaining an understanding of the pre-production, production and post-production phases of media development. **Recommended prerequisite or concurrent enrollment:** DMA 100.

### DMA 125

#### 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.

### DMA 126

#### Drawing for Animation II • 5 CR

A continuation of DMA 125. 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:** DMA 125 at BC with a C- or better; or entry code.

### DMA 140

#### 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.

### DMA 152

#### Audio & Recording for Digital Media • 5 CR

Introduces basic audio for use in video and interactive 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. **Recommended prerequisite or concurrent enrollment:** DMA 100.

### DMA 155

#### Digital Editing • 5 CR

Course introduces digital non-linear editing software and its use in post-production in digital media creation. Topics include editing and outputting of video and interactive media content for a variety of delivery platforms. **Prerequisite:** DMA 108 at BC with a C- or better, or instructor permission.

### DMA 200

#### Production Studio II • 5 CR

Provides instruction and practical experience with working on collaborative teams to produce digital products for real-world clients for students who have completed their core coursework. Small teams will work with community organizations and non-profit clients to create digital media solutions for their needs as well as materials for student personal portfolios. **Enforced Prerequisites:** DMA 105, DMA 106, DMA 107, DMA 108.

### DMA 201

#### Portfolio and Employment II • 2 CR

Industry exploration (from Portfolio & Employment I) is continued and construction of professional employment portfolios is begun by designing, creating, and presenting mid-program digital portfolios and receiving critical feedback. **Prerequisite:** DMA 100 and DMA 105 at BC with a C- or better, or instructor permission.

### DMA 213

#### Screen Design • 5 CR

Examines the principles and elements of design as practiced for computers, mobile devices and other digital displays. Course covers aspects of producing compelling visual interface designs and explores the use of icons, navigation, composition and layout, typography, scalability, and usability. **Prerequisite:** DMA 100 & 103 at BC with a C- or better, or permission of instructor.

### DMA 214

#### Graphics I • 5 CR

Explores current and historical practices for producing images, diagrams, illustrations, textures, and other 2D graphics while working with commercial graphic production software. Students will develop technique and visual problem solving skills while examining the world of graphics. **Prerequisite:** DMA 100 and 103 at BC with a C- or better, or instructor permission.

### DMA 215

#### Graphics II • 5 CR

Further exploration of practices and processes for producing digital images, diagrams, illustrations, textures, and other 2D graphics. Students will further develop their skills for generating graphics for use in a variety of media. **Prerequisite:** DMA 214 at BC with a C- or better, or permission of instructor.

### DMA 221

#### Web Animation • 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. **Prerequisite:** DMA 106 and DMA 107 at BC with C- or better, or entry code.

### DMA 230

#### 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:** DMA 100 and DMA 106 at BC with a C- or better or instructor permission. DMA 230 replaces DMA 130. Either DMA 230 or DMA 130 may be taken for credit, but not both.

### DMA 231

#### 3-D Animation II • 5 CR

Students work with character motion and advanced animation techniques. **Prerequisite:** DMA 130 or 230 at BC with a C- or better, or instructor permission.

### DMA 234

#### 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:** DMA 100 and DMA 104 at BC with a C- or better, or instructor permission. DMA 234 replaces DMA 134. Either DMA 234 or DMA 134 may be taken for credit, but not both.

### DMA 235

#### 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

## 2014-15 Course Descriptions

professional broadcast products for specific applications. **Prerequisite:** DMA 134 or 234 at BC with a C- or better, or instructor permission.

### DMA 240

#### 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:** DMA 100 and 106 at BC with a C- or better, or instructor permission.

### DMA 241

#### 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:** DMA 240 at BC with a C- or better, or instructor permission.

### DMA 255

#### Video Production I • 5 CR

Continues DMA 108 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:** DMA 108 at BC with a C- or better, or instructor permission.

### DMA 258

#### Video Studio Production • 5 CR

Continues DMA 108 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:** DMA 108 at BC with a C- or better, or instructor permission.

### DMA 259

#### Video Production II • 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 executing excellence in their production and post-production processes. **Prerequisite:** DMA 255 at BC with a C- or better, or instructor permission. **Recommended:** DMA 258.

### DMA 263

#### Web Design I • 5 CR

Students learn to use WYSIWYG web editing tools, such as Dreamweaver or others, to create and manage web sites. Topics include design standards, creating navigation, asset management, ways to customize and extend functionality, and introduces the concepts of dynamic web content and scalability for various devices. **Prerequisite:** DMA 107 or PROG 109 at BC with a C- or better, or instructor permission. DMA 263 replaces DMA 165. Either DMA 263 or DMA 165 may be taken for credit, but not both.

### DMA 264

#### Web Design II • 5 CR

This course teaches the basic principles of usability as it applies to Web design. Students learn the practical knowledge and skills to create a user-centered design, and to conduct usability testing. Emphasis is on strategies to design sites based on user needs, and to develop appropriate testing scenarios. **Enforced Prerequisite:** DMA 263 at BC with a C- or better. DMA 264 replaces DMA 217. Either DMA 264 or DMA 217 may be taken for credit, but not both.

### DMA 266

#### 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:** DMA 106 at BC with a C- or better, or entry code.

### DMA 271

#### Production Systems • 4 CR

Presents a systematic approach to production management and operations. Students analyze the systems within BC-TV operations and learn to work effectively as production team members. Requires basic word-processing skill. **Prerequisite:** Acceptance into the Advanced Certificate in Video Production program and permission of the instructor. DMA 271 replaces VIDEO 271. Either DMA 271 or VIDEO 271 may be taken for credit, but not both.

### DMA 272

#### Technical Operation for Video • 4 CR

Covers set-up and operation of BC-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 the Advanced Certificate in Video Production program and

permission of the instructor. DMA 272 replaces VIDEO 272. Either DMA 272 or VIDEO 272 may be taken for credit, but not both.

### DMA 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 the Advanced Certificate in Video Production program and permission of the instructor. DMA 273 replaces VIDEO 273. Either DMA 273 or VIDEO 273 may be taken for credit, but not both.

### DMA 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 the Advanced Certificate in Video Production program and permission of the instructor. DMA 274 replaces VIDEO 274. Either DMA 274 or VIDEO 274 may be taken for credit, but not both.

### DMA 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 the Advanced Certificate in Video Production program and permission of the instructor. DMA 275 replaces VIDEO 275. Either DMA 275 or VIDEO 275 may be taken for credit, but not both.

### DMA 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 the Advanced Certificate in Video Production program and permission of the instructor. DMA 276 replaces VIDEO 276. Either DMA 276 or VIDEO 276 may be taken for credit, but not both.

## DMA 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 the Advanced Certificate in Video Production program and permission of the instructor. DMA 277 replaces VIDEO 277. Either DMA 277 or VIDEO 277 may be taken for credit, but not both.

## DMA 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 the Advanced Certificate in Video Production program and permission of the instructor. DMA 278 replaces VIDEO 278. Either DMA 278 or VIDEO 278 may be taken for credit, but not both.

## DMA 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 the Advanced Certificate in Video Production program and permission of the instructor. DMA 279 replaces VIDEO 279. Either DMA 279 or VIDEO 279 may be taken for credit, but not both.

## DMA 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 the Advanced Certificate in Video Production program and permission of the instructor. DMA 280 replaces VIDEO 280. Either DMA 280 or VIDEO 280 may be taken for credit, but not both.

## DMA 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 the Advanced Certificate in Video Production program and permission of the

instructor. DMA 281 replaces VIDEO 281. Either DMA 281 or VIDEO 281 may be taken for credit, but not both.

## DMA 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 the Advanced Certificate in Video Production program and permission of the instructor. DMA 282 replaces VIDEO 282. Either DMA 282 or VIDEO 282 may be taken for credit, but not both.

## DMA 284/285/286/287

### 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 the Advanced Certificate in Video Production program and permission of the instructor. DMA 284 replaces VIDEO 294. Either DMA 284 or VIDEO 294 may be taken for credit, but not both.

## DMA 290

### Portfolio Presentation and Review • 1 CR

Provides graduating students with the opportunity to present themselves and their portfolios to a panel of industry professionals and/or hiring agents and to receive feedback on their presentation. Students will also provide feedback to peers. **Prerequisite:** DMA 201 and instructor permission. Course to be taken last quarter prior to graduation.

## DMA 291

### The Business of Media • 5 CR

The business of digital and interactive media is such that it depends on designers and artists who continually evolve with industry trends and technology advances and who often work as independent contractors or as project-based employees. This course explores working as a contractor, running your own business, serial employment, funding and grants, and other aspects of doing business as a media professional. **Prerequisite:** DMA 100 and 105 with a C- or better. DMA 291 replaces DMA 251.

## DMA 292

### Internship in Digital Media Arts • 5 CR

After securing an internship placement, students gain practical experience within a media production environment while setting learning goals and reflecting on their experience and work readiness. In special circumstances, projects may be approved for groups who are

working with an approved client. Instructor permission required. **Recommended:** DMA 201 and 290. Course is graded C/NC.

## DMA 294/295/296/297

### Special Topics in Digital Media Arts • V1-10 CR

Covers supplementary or self-supporting courses offered for college credit. Topics are announced in the class schedule. **Prerequisite:** Previous digital media arts enrollment and permission of program chair.

## DMA 298

### Seminar in Digital Media Arts • V1-5 CR

Includes seminars, workshops, etc., offered for college credit. Topics are announced in the class schedule. **Prerequisite:** Previous digital media arts enrollment and permission of program chair.

## DMA 299

### Independent Study in Digital Media Arts • 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:** Completion of 45 credits of Digital Media Arts instruction and permission of instructor.

## Drama

### ARTS & HUMANITIES DIVISION

See Theatre Arts, pages 174-176.

## Early Learning & Teacher Education

### HEALTH SCIENCES, EDUCATION & WELLNESS INSTITUTE

## ECED& 100

### Child Care Basics • 3 CR

Designed to meet licensing requirements for early learning lead teachers and family home child care providers, STARS 30 hour basics course recognized in the MERIT system. Topics: child growth/development, cultural competency, community resource, guidance, health/safety/nutrition and professional practice. Previously ECED 170. Either ECED 170 or ECED& 100 may be taken for credit, but not both.



## ECED& 105

### Introduction to Early Childhood Education • 5 CR

Explore the foundations of early childhood education. Examine theories defining the field, issues and trends, best practices, and program models. Observe children, professionals, and programs in action. Previously ECED 171. Previously ECED 171. Either ECED 171 or ECED& 105 may be taken for credit, but not both.

## ECED& 107

### Health, Safety, and Nutrition • 5 CR

Develop knowledge and skills to ensure good health, nutrition, and safety of children in group care and education programs. Recognize the signs of abuse and neglect, responsibilities for mandated reporting, and available community resources. Previously ECED 204. Either ECED 204 or ECED& 107 may be taken for credit, but not both.

## ECED& 120

### Practicum-Nurturing Relationships • 2 CR

In an early learning setting apply best practice for engaging nurturing relationships with children. Focus on keeping children healthy and safe while promoting growth and development. Format includes laboratory participation.

## ECED& 132

### Infants/Toddlers Care • 3 CR

Examine the unique developmental needs of infants and toddlers. Study the role of the caregiver, relationships with families, developmentally appropriate practices, nurturing environments for infants and toddlers, and culturally relevant care. Previously ECED 180. Either ECED 180 or ECED& 132 may be taken for credit, but not both.

## ECED& 160

### Curriculum Development • 5 CR

Investigate learning theory, program planning, and tools for curriculum development promoting language, fine/gross motor, social-emotional, cognitive and creative skills, and growth in young children (birth-age 8). Format includes laboratory participation. Previously ECED 181. Either ECED 181 or ECED& 160 may be taken for credit, but not both.

## ECED& 170

### Environments for Young Children • 3 CR

Design, evaluate, and improve indoor and outdoor environments which ensure quality learning, nurturing experiences, and optimize the development of young children.

## ECED& 180

### Language and Literacy Development • 3 CR

Develop teaching strategies for language acquisition and literacy skill development at each developmental stage (birth-age 8) through the four interrelated areas of speaking, listening, writing, and reading. Previously EDUC 150. Either EDUC 150 or ECED& 180 may be taken for credit, but not both.

## ECED& 190

### Observation and Assessment • 3 CR

Collect and record observation of and assessment data on young children in order to plan for and support the child, the family, the group and the community. Practice reflection techniques, summarizing conclusions and communicating findings.

## ECED 191

### Early Childhood Education Practicum I • 5 CR

Design, plan, and evaluate curriculum for young children. Related topics include: lesson planning, environmental arrangement, the appropriate use of learning materials, and making positive connections with young children. Includes nine hours per week of supervised laboratory participation. **Prerequisite:** Conversational English and permission of instructor. **Recommended:** EDUC& 130, ECED& 160, ECED& 170.

## ECED 192

### Early Childhood Education Practicum II • 5 CR

Develop and implement a research project applied to an early childhood setting, and create a professional teaching portfolio. Related topics include: activity planning, developing teaching resources, and making positive connections with young children. Includes nine hours per week of supervised laboratory participation. **Prerequisite:** Permission of Instructor. **Recommended:** Conversational English and EDUC& 130, ECED& 160, ECED& 170, ECED 191.

## 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 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 Economics majors who plan to transfer to a 4-year institution should generally take ECON& 201 or ECON& 202 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

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.

## ECON& 202

### Macroeconomics • 5 CR

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.

## ECON 250

### Economics of Sustainability • 5 CR

Study issues of environmental, resource and sustainable economics using basic economic principles. Topics include: economics of renewable resources, full-cost accounting, natural capital and social capital, international environmental trade and regulation, and ecological economics. Explore how sustainability economics can be integrated in corporate financial analysis and inform decision-making at all levels. **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 CES 260. Either ECON 260 or CES 260 may be taken for credit, not both. **Recommended:** 30 prior college credits.

## 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 Bachelor of Applied Science Radiation and Imaging Sciences program or permission of the instructor.

## Education

### HEALTH SCIENCES, EDUCATION & WELLNESS INSTITUTE

## EDUC& 115

### Child Development • 5 CR

Build a functional understanding of the foundation of child development, prenatal to early adolescence. Observe and document physical, social, emotional, and cognitive development of children, reflective of cross cultural and global perspectives. Previously EDUC& 114. Either EDUC& 114 or EDUC& 115 may be taken for credit, but not both.

## EDUC& 130

### Guiding Behavior • 3 CR

Examine the principles and theories promoting social competence in young children and creating safe learning environments. Develop skills promoting effective interactions, providing positive individual guidance, and enhancing group experiences.

## EDUC& 150

### Child, Family, Community • 3 CR

Integrate the family and community contexts in which a child develops. Explore cultures and demographics of families in society, community

resources, strategies for involving families in the education of their child, and tools for effective communication. Previously ECED 201. Either ECED 201 or EDUC& 150 may be taken for credit, but not both.

## 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.

## EDUC& 204

### Exceptional Child • 5 CR

New description: Examines the educational, social, and developmental patterns of children with special needs. Students explore the impact of disabilities on the children, their families, and on their futures. Includes information about federal and state legislation and programs designed for children with special needs. **Recommended:** EDUC& 115, ECED& 160, ECED& 170.

## EDUC& 205

### Introduction to Education with Field Experience • 5 CR

Details the history, development, purposes, and processes of education. Students examine the teaching-learning process. Format includes lecture, discussion, and lab.

## 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.

## EDUC 281/282/283/284

### Special Topics for Educators • V1-5 CR

Allows specialized or in-depth study of subjects supplementing the field of education.

## 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 BC Honors Program. **Prerequisite:** Permission of instructor.

## 2014-15 Course Descriptions

### EDUC 294/295/296/297

#### Special Topics in Education • V1-5 CR

Allows in-depth study or approved work experience in the field of education. May be repeated for a maximum of 15 credits.

## Engineering

### SCIENCE DIVISION

#### ENGR 110

##### Engineering Orientation • 2 CR

Surveys the functions of engineering and the various fields of the profession. Format includes lecture, discussion, and guest speakers. Course is graded "pass/fail."

#### ENGR 111

##### Introduction to Engineering Analysis • 3 CR

Introduction to engineering analysis techniques, including: dimensional analysis, statistics and programming logic. Design process, group dynamics and communication skills also presented. *Prerequisite:* MATH& 142.

#### ENGR& 114

##### Engineering Graphics • 4 CR

Introduces methods of communicating technical information in engineering design and research. Topics include freehand sketching, lettering, scales, drawing layout, orthographic projection, pictorials, auxiliary views, section views, dimensioning, thread specifications, and tolerances. Includes Computer-Aided Design with parametric solid modeling, drawing production and assemblies. *Prerequisite:* MATH 098 or 099.

#### ENGR 199

##### Individual Studies in Engineering • V1-5 CR

#### ENGR 200

##### Advanced Computer Aided Design • 3 CR

Includes Computer-Aided Design using multi body parts, sheet metal, surfacing and weldment models. Also covers engineering simulation analysis and an introduction to Computer Numerical Control. *Prerequisite:* ENGR& 114 or permission of instructor.

#### ENGR& 204

##### Electrical Circuits • 4 CR

Introduces fundamental concepts of electrical science. Topics include resistors, sources, capacitors, inductors, and operational amplifiers as individual components and as circuit systems. Also covers simultaneous algebraic equations and differential equations in solution methods. *Prerequisite:* MATH 238 and PHYS 122.

#### ENGR& 214

##### Statics • 4 CR

Explores principles of statics, vector algebra, force-couple relationships, equilibrium analysis, structures, area properties, beams, and friction. *Prerequisite:* PHYS 121 or MATH&254.

#### ENGR& 215

##### Dynamics • 4 CR

Surveys the dynamics of particles and rigid bodies using vector analysis. Specific topics include kinematics, kinetics, momentum, and energy principles for particles and rigid bodies, as well as Euler's Equations of Motion. *Prerequisite:* ENGR& 214.

#### ENGR& 224

##### Thermodynamics • 4 CR

Introduces basic principles of thermodynamics from a predominately macroscopic point of view. Topics include the basic laws of thermodynamics as relating to energy transformations and state changes in engineering problems. *Recommended:* CHEM& 162 and MATH& 152.

#### ENGR& 225

##### Mechanics of Materials • 4 CR

Introduces the concepts of stress, deformation, and strain in solid materials. Topics include basic relationships between loads on structural and machine elements such as rods, shafts, and beams, and the stresses, deflection and load-carrying capacity of these elements under tension, compression, torsion, bending, and shear forces. *Prerequisite:* ENGR& 214.

#### 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 1-2 CR

Allows independent work in the Reading Lab. Students work individually under the supervision of the Reading Lab Director. Course is graded credit/no credit. One credit represents 22 hours of lab work.

#### ENGL 089

##### Preparation for College Reading • 5 CR

Develops skills for students with reading assessment scores at grade levels of 11 to 12. Students develop strategies for effective reading and critical analysis of textbook readings with emphasis on discipline differences. Coordinated with parallel reading lab sections that emphasize acquisition of vocabulary and development of literal and inferential comprehension skills. *Prerequisite:* Placement by assessment.

#### ENGL 090

##### Strategies for Improving Writing Skills • V1-5 CR

Allows a student to work individually on an area of special need by arrangement with an instructor. *Prerequisite:* Permission of instructor.

#### ENGL 091

##### Basic Grammar & Sentence Patterns • 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 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& 101****English Composition I • 5 CR**

Revised course description: Develops clear, effective writing skills and emphasizes writing as a process. Students practice writing in a variety of forms and modes. **Prerequisite:** Placement by assessment or ENGL 092 or 093 with a C- or better.

**ENGL& 111****Introduction to Literature I • 5 CR**

Surveys the major literary genres: poetry, drama, and fiction. **Recommended:** ENGL& 101 placement or higher.

**ENGL& 112****Introduction to Fiction • 5 CR**

Introduces fiction through short stories and one or more novels. Students learn close reading techniques and analyze the qualities of fictional literature. **Recommended:** ENGL& 101 placement or higher.

**ENGL& 113****Introduction to Poetry • 5 CR**

Introduces the style, structure, and techniques of poetry. Students read, analyze, and interpret works of major poets. **Recommended:** ENGL& 101 placement or higher.

**ENGL& 114****Introduction to Drama • 5 CR**

Introduces drama as literature, emphasizing conventions, styles, and techniques. Students read, analyze, and interpret works of traditional and modern playwrights. **Recommended:** ENGL& 101 placement or higher.

**ENGL 115****The Film as Literature • 5 CR**

Introduces the critical study of the motion picture as an expressive medium comparable to literary art. Students focus on cultural tradition and values. **Recommended:** ENGL& 101 placement or higher.

**ENGL 131****Introduction to Literature II • 5 CR**

Surveys the major literary genres: poetry, drama, and fiction. **Recommended:** ENGL& 101 placement or higher.

**ENGL 180****Critical Reading in the Humanities Lab • V1-2 CR**

Students work individually under supervision of lab staff to strengthen skills that enhance the ability to read critically. Increases academic vocabulary, builds reading rate, and identifies specific information in reading selections necessary for critical reading. Provides required lab work for ENGL 106.

**ENGL 190****Writing Lab Link for Discipline Courses • 1 CR**

Provides additional instruction in support of discipline courses. Students work on term papers or other assignments with a writing instructor who guides them through the writing process, from research and note taking through drafting and editing. Students spend one hour a week in class and one hour a week in a tutoring session. **Recommended:** ENGL& 101. **Prerequisite:** ENGL 092 or 093 with a C- or better.

**ENGL 194/195/196/197****Special Studies in English • V1-5 CR**

Allows specialized or in-depth study of a subject supplementing the English curriculum. Student interest and instructor expertise help determine the topic, to be announced in the class schedule.

**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 BC. Same as ENGL 102. Either ENGL 102 or ENGL

201 may be taken for credit, not both. **Prerequisite:** ENGL& 101 or equivalent course from another college with a C- or better.

**ENGL 210****Introduction to European Literature • 5 CR**

Examines selected fiction, drama, or poetry from European cultures. Content varies. **Recommended:** ENGL& 101 placement or higher.

**ENGL 215****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 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 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 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 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 or ENGL 201 or a literature course in the 100 series.



## ENGL& 224

### Shakespeare I • 5 CR

Surveys the development of Shakespeare's dramatic and literary art. Students read and analyze representative comedies, tragedies, romances, and histories. Lecture/discussion format. **Recommended:** ENGL& 101 or ENGL 201 or a literature course in the 100 series.

## ENGL& 225

### Shakespeare II • 5 CR

Continues ENGL& 224 (prev ENGL 231) examining additional comedies, tragedies, and histories. **Recommended:** 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 chosen current social issue. Selected literature presents 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. **Recommended:** ENGL& 101 and any 100 level literature course.

## ENGL 228

### Historical Perspectives in Literature I • 5 CR

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 and any 100 level literature course recommended.

## ENGL 229

### Historical Perspectives in Literature II • 5 CR

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 or ENGL& 101 and any 100 level literature course recommended.

## ENGL& 235

### Technical Writing • 5 CR

Focuses on the development of professional skills in research, design, and communication of technical information. Emphasis on audience analysis, clear and effective writing style, and use of visual elements, by creating documents in a variety of professional report formats, such as memos, proposals, progress reports, completion reports, and instruction manuals. Computer use is required. Fulfills a written communication

course requirement at BC. **Prerequisite:** ENGL& 101 or equivalent course from another college with a C- or better.

## ENGL 237

### Writing Fiction I • 5 CR

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 placement or higher.

## ENGL 238

### Writing Fiction II • 5 CR

Continuation of ENGL 237. **Prerequisite:** ENGL 237 with a C- or better or entry code.

## ENGL 239

### Writing Fiction III • 5 CR

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 or ENGL 201 or a literature course in the 100 series.

## ENGL& 244

### American Literature I • 5 CR

Surveys the early American literary scene. Authors and works vary, but typically include Edwards, Franklin, Thoreau, Hawthorne, and Melville. **Recommended:** ENGL& 101 or ENGL 201 or a literature course in the 100 series.

## ENGL& 245

### American Literature II • 5 CR

Surveys American literature of the Realistic period. Authors and works vary, but typically include Dickinson, James, Adams, Howells, Crane, Dreiser, and Twain. **Recommended:** ENGL& 101 or ENGL 201 or a literature course in the 100 series.

## ENGL& 246

### American Literature III • 5 CR

Surveys 20th-century American literature, emphasizing the expatriates and the experimental. Authors and works vary, but typically include Fitzgerald, Hemingway, Steinbeck, Faulkner, O'Connor, Stevens, Eliot, Roethke, Lowell, Plath, Barth, and Pynchon. **Recommended:** ENGL& 101 or ENGL 201 or a literature course in the 100 series.

## ENGL 247

### Writing Poetry I • 5 CR

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 placement or higher.

## ENGL 248

### Writing Poetry II • 5 CR

Continuation of ENGL 247. **Prerequisite:** ENGL 247 with a C- or better or entry code.

## ENGL 249

### Writing Poetry III • 5 CR

Continuation of ENGL 248. **Prerequisite:** ENGL 248 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. Suitable for beginning or experienced writers. **Prerequisite:** 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 260

### American Literature: Harlem Renaissance • 5 CR

Introduces students to the writers of the historic black culture movement known as the Harlem Renaissance. From W.E.B. DuBois and Langston Hughes to Zora Neale Hurston and Richard Wright, students explore the origins, themes, controversies and legacies of a literary and arts group known for its progressive thinking. **Recommended:** ENGL& 101 and ENGL 201.

## ENGL 261

### American Literature: Essential Black Voice • 5 CR

This course is an introduction to the central themes and aesthetics of the modern and contemporary periods in black American literature. Authors and works vary but would typically include Maya Angelou, Ralph Ellison,



Gwendolyn Brooks, James Baldwin, Toni Morrison, Malcolm X, Charles Johnson, Octavia Butler and Nikki Giovanni. **Recommended:** Completion of ENGL& 101.

### ENGL 263

#### British Literature:

#### Middle 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 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 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 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 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 BC. **Prerequisite:** ENGL& 101 or equivalent course from another college with a C- or better.

### ENGL 272

#### Expository Writing II • 5 CR

Continues ENGL 271, developing more advanced writing skills. Fulfills a written communication course requirement at BC. **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 or ENGL 201 or a literature course in the 100 series.

### ENGL 279

#### King Arthur the Round Table & the Grail • 5 CR

Explores the Celtic and medieval origins of the King Arthur legends in relation to modern retellings of the stories. Students discuss what the stories meant in their original contexts and what they mean to modern readers. **Recommended:** ENGL& 101 or ENGL 201 or a literature course in the 100 series.

### ENGL 281

#### Creative Writing Conference • V1-5 CR

Allows a student to complete agreed-upon writing assignments under an instructor's direction. Open to students who have completed the creative writing series in either fiction or poetry with high achievement. **Prerequisite:** Permission of instructor.

### ENGL 294/295/296/297

#### Special Studies in Literature • 5 CR

Allows specialized or in-depth study of a subject supplementing the literature curriculum. Student interest and instructor expertise help determine the topic, to be announced in the class schedule. May be repeated for a maximum of 15 credits.

### ENGL 299

#### Directed Reading & Research • V1-5 CR

Covers individual study of specific topics by arrangement with instructor. May be repeated for a maximum of 15 credits. **Prerequisite:** Permission of instructor.

## English as a Second Language

### ARTS & HUMANITIES DIVISION

See Developmental Education, pages 109-112.

## English Language Institute

### ARTS & HUMANITIES DIVISION

## 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.

### 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,

## 2014-15 Course Descriptions

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

#### Observation Support • 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 • 4.5 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.

## TOEFL PREP

### ELITP 055

#### TOEFL Preparation – UP • V1-4 CR

## UNIVERSITY PREP

### ELENG 065

#### Exploring Contemporary 1 • 1-4 CR

### ELENG 073

#### English Through Film • 1-4 CR

### ELIUP 001

#### Reading • 4.5 CR

### ELIUP 002

#### Speaking and Listening • 4.5 CR

### ELIUP 003

#### Writing • 9 CR

### ELIUP 004

#### University Prep-HOLD • 17.5 CR

### 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.

### 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 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 • 9 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 084

#### English Through Music • 4.5 CR

Presents English grammar and vocabulary through songs in English. Students listen to different types of music (in English) to recognize and respect different perspectives of music. Students survey others about music and present their favorite songs in English to the class. **Prerequisite:** Acceptance to the ELI program.

### ELIUP 087

#### English Through Technology • 4.5 CR

Designed to improve ESL students' English speaking, listening, reading, and writing skills with the aid of technology, multimedia tools, and discussions related to technology. Includes activities using the internet, social media, blogs, digital photography, digital voice recording, podcasting, digital storytelling, digital video production, discussions and readings on current technology trends. **Prerequisite:** Acceptance to the ELI program.



## 2014-15 Course Descriptions

### ELIUP 094/095/096/097

#### Special Topics in Intensive ESL • V1-10 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.

## Environmental Science

### SCIENCE DIVISION

#### ENVS& 100

##### Survey of Environmental Science • 5 CR

Surveys components of ecosystems, including energy flow and the structure and dynamics of populations and communities. Students review the processes that affect natural environments, examine the impact of human activities on ecosystems, and discuss current environmental issues.

#### ENVS 105

##### The Science of Sustainable Living • 5 CR

Introduces the science of sustainability as it relates to our everyday lives. Topics covered include sustainable practices pertaining to buildings, foods and agriculture, environmental health, carbon emissions, life-cycle analysis and waste, renewable energy, transportation, social justice, and personal economic choices. Students who take this course will learn how to make more sustainable choices in their day-to-day life.

#### ENVS 110

##### Environmental Oceanography • 5 CR

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. Examined in the context of the innate relationship between humans and the sea. Same as OCEA 110. Either ENVS 110 or OCEA 110 may be taken for credit, not both.

#### ENVS 207

##### Field & Laboratory Environmental Science • 6 CR

Practices current scientific methods of investigation and analysis of a variety of environmental elements. Format includes approximately equal components of field experience and laboratory exercises. Fulfills laboratory science course requirement at BC.

#### ENVS 250

##### Puget Sound Ecology • 6 CR

Explores the geological formation, physical characteristics, major biological/ecological components, and significant environmental issues of the Puget Sound region. Format includes labs, guest speakers, and field trips. Fulfills laboratory science course requirement at BC.

#### ENVS 280

##### Current Issues in Environmental Science • V1-3 CR

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 or equivalent recommended.

#### ENVS 281/282/283

##### Current Issues in Environmental Science • V1-3 CR

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 or equivalent recommended.

#### ENVS 294/295/296/297

##### Special Topics in Environmental Science • V1-10 CR

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

## 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

##### Academic Internship Experience • V1-5 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 192/193

##### Academic Internship Experience • V1-5 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 194/195/196/197

##### Special Topics in Experiential Learning • V1-5 CR

#### 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.

#### EXPRL 294/295/296/297

##### Special Topics in Experiential Learning • V1-5 CR

## French

### ARTS & HUMANITIES DIVISION

See World Languages, pages 177-180.



## General Education Development

### ARTS & HUMANITIES DIVISION

See Developmental Education, pages 109-112.

## Geography

### SOCIAL SCIENCE DIVISION

Students pursuing an Associate in Arts and Science transfer degree may elect to complete an academic concentration in Geography by completing 20 credits in the discipline. All students seeking the Geography concentration are required to complete GEOG& 100 for 5 credits. The remaining 15 credits may be taken from any of the following courses: GEOG 102, 105, 106, 123, 205, 250, 258, or GEOG& 200.

#### 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. Please see quarterly schedule for region of study.

#### 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 can be taken for credit but 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 a natural science course requirement at BC.

#### GEOG 123

##### Introduction to Globalization • 5 CR

Globalization considers the dynamic processes and consequences of human contact over time that cross traditional economic, cultural and geographic boundaries. The course examines the ever increasing flows of goods, people, ideas, capital and services and the subsequent challenges that have emerged for humankind. Same as INTST 123. Either GEOG 123 or INTST 123 may be taken for credit, but not both.

#### GEOG 194/195/196/197

##### Special Topics in Geography • V1-10 CR

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

#### GEOG 198

##### Seminar in Geography • V1-10 CR

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

#### GEOG 199

##### Individual Studies in Geography • V1-10 CR

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

#### GEOG& 200

##### Human 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

##### Geography of Weather and Climate Change • 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 BC.

#### 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 BC.

#### 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. Maybe repeated for a maximum of 15 credits. *Prerequisite:* Permission of instructor.

## Geology

### SCIENCE DIVISION

#### GEOL& 101

##### Introduction to Physical Geology • 6 CR

Studies the physical processes, both on and beneath the surface, that have over time given the earth its present form. Course format

## 2014-15 Course Descriptions

includes field and laboratory study of minerals, rocks, and maps. Fulfills laboratory science course requirement at BC.

### 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. Fulfills laboratory science course requirement at BC.

### 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 a natural science course requirement at BC.

### GEOL 194/195/196/197

#### Special Topics in Geology • V1-5 CR

### 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

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 BC.

### 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.

## German

### ARTS & HUMANITIES DIVISION

See World Languages, pages 177-180.

## Health

### HEALTH SCIENCES, EDUCATION & WELLNESS INSTITUTE

### HLTH 030

#### Phlebotomy Basics • 1.4 CR

### HLTH 041

#### Phlebotomy 2 ASCP • 2.5 CR

### HLTH 145

#### Wellness for Healthcare • 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 healthcare setting.

### 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 preschool classroom.

### HLTH 222

#### Drugs & Society • V1-5 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 262

#### Person Fit Trainer First Aid & Athletic Training • 5 CR

Expands on knowledge and skills gained through Adult CPR, AED and First Aid certification. Covers care, management, and prevention of injuries and illnesses common in fitness and

athletic arenas. Practice and demonstration of training skills include injuries to muscles, joints, bones, spine and head. Meets requirements for Personal Fitness Trainer certificate.

### HLTH 290

#### Introduction to Sports Nutrition • V1-3 CR

An introduction to the energy systems used during physical activity. Specialized attention to the body's ability to perform under aerobic and anaerobic conditions. Identification of energy, macronutrient, fluid and electrolyte needs during activity. Food sources and Sport specific case studies will be discussed. Personal application of material will be emphasized in class. *Recommended:* High School Algebra.

### HLTH 292

#### First Aid & CPR Taking Action • 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.

## Health Professions

### HEALTH SCIENCES, EDUCATION & WELLNESS INSTITUTE

See Allied Health, pages 88-90.

## Healthcare Technology & Management

### HEALTH SCIENCES, EDUCATION & WELLNESS INSTITUTE

### HCTM 145

#### Healthcare Environment and Professional Skills • 5 CR

This course gives an overview of the healthcare environment and of the leadership, planning, professional and communication skills that are essential to be successful in this environment. It covers the healthcare systems as a whole including provider, governing and payment organizations. *Recommended:* Background in either an IT-related or Healthcare-related field.

**HCTM 150****Healthcare Technology Environment and Security • 5 CR**

This course gives an overview of the healthcare technology environment, various health IT applications, and associated privacy and security policies and compliance. It focuses on health information management systems as well as applications that connect into system, and on the flow and transfer of data throughout the healthcare system. *Recommended:* Background in either an IT-related or Healthcare-related field.

**HCTM 175****HIT Systems Life Cycle Management • 5 CR**

This course gives an overview of the healthcare information management systems life cycle, including analysis planning and design, selection and acquisition, implementation and management, and testing and evaluation. The focus is on best practices and standards that guide effective implementation and maintenance of information systems to support clinical processes and workflow in healthcare organizations. *Recommended:* Background in either an IT-related or Healthcare-related field.

**HCTM 301****US Healthcare Policies and Delivery Systems • 5 CR**

Introduction to the US types of healthcare delivery systems. Students will identify laws, regulations, standards, initiatives, and payment systems; learn the impact of policies and procedures applicable to the various healthcare organizations; and gain an appreciation of the roles and disciplines of providers throughout the US healthcare system. *Prerequisite:* Acceptance into program or permission of instructor.

**HCTM 302****Healthcare Safety, Quality and Legal Environment • 5 CR**

Covers general safety and quality processes in the healthcare system, including the business, clinical, and delivery processes, the legislative, regulatory, and accreditation processes, laws, regulations, and policies and procedures pertaining to patient safety, healthcare quality, data confidentiality, privacy, release of information, and professional and practice-related ethical issues. *Prerequisite:* Acceptance into program or permission of instructor.

**HCTM 310****Essentials of Healthcare Informatics • 5 CR**

Examines the architecture, components and applications of healthcare information systems, including electronic medical records, health information exchange, medical patient diagnostic, monitoring and therapeutic devices and

systems, lab and pharmacy systems, computerized provider order entry, and decision support systems. Also looks at trends in health information technologies and applications, and healthcare enterprise. *Prerequisite:* Acceptance into program or permission of instructor.

**HCTM 320****Health IT Data Standards • 5 CR**

Fundamentals of healthcare standards as they relate to patient records, coding and classification systems, privacy and security, technical infrastructure and medical device integration. Includes basics of decision support and data mining, the National Health Information Exchange, the federal Standards and Infrastructure Framework, Health Information Exchange systems (HIEs), Regional Health Information Organizations (RHIOs), and Meaningful Use. *Prerequisite:* BTS 168 and permission of instructor.

**HCTM 375****HIT Project Management • 5 CR**

Examines project management theory and practice with emphasis on project management in healthcare IT settings. Students will evaluate tools used to develop and manage healthcare IT projects and select appropriate tools for developing a project based on a case study. *Prerequisite:* Acceptance into program or permission of instructor.

**HCTM 380****Healthcare Code Sets and Clinical Terminologies • 5 CR**

Covers structured terminology systems currently in use in healthcare settings, including medical, nursing, laboratory and other allied health terminologies. Includes historical development and use of terminologies, revision processes, use in electronic health records as well as requirements for statistical reporting. *Prerequisite:* Acceptance into program or permission of instructor.

**HCTM 410****Healthcare IT Systems Analysis and Processes • 5 CR**

Presents strategies and tools for systems analysis and the development of user and systems requirements. Emphasis is on capturing and evaluating the needs of various stakeholders including physicians, nurses, patients, and caregivers, as well as meeting health information technology general practices and regulations, and covers techniques to analyze and model healthcare processes. *Prerequisite:* Acceptance into program and completion of fundamentals pathway (IT 103, BTS 168 and PROG 100) or (HPRO 120, HCTM 301 and HCTM 302).

**HCTM 420****HIT Systems Integration and Interoperability • 5 CR**

Covers the details of healthcare technology standards and interoperability, as well as the processes to develop an integration plan, including systems customization, test plans, unit integration and system testing, and identification of roles and responsibilities of internal and external professionals during the integration phase. *Prerequisite:* Acceptance into program and completion of fundamentals pathway (IT 103, BTS 168 and PROG 100) or (HPRO 120, HCTM 301 and HCTM 302).

**HCTM 430****Healthcare IT Systems Implementation • 5 CR**

Covers the implementation of information systems within healthcare organizations, as well as documentation and reporting. Includes development of an implementation plan, systems customization, configuration and testing, user training, key issues confronting organization and management of healthcare systems, best practices, and adherence to healthcare standards and regulations. *Prerequisite:* Acceptance into program or permission of instructor.

**HCTM 440****HIT Systems Operation and Administration • 5 CR**

Covers basic strategies to perform systems operation, administration and reporting with an emphasis on systems and data integrity and security. Topics include performance monitoring, systems testing and troubleshooting, maintenance, upgrades, security enhancements and process changes, management of contingency and emergency recovery plans, report generation and health information technology best practices and compliance. *Prerequisite:* Acceptance into program or permission of instructor.

**HCTM 450****Healthcare Analytics and Quality • 5 CR**

Explores the scope and role of data and data analytics in healthcare in the context of national quality policies, as articulated in Meaningful Use Stages 1 and 2, and the National Quality Forum metrics that have been selected for Accountable Care Organization assessment and rewards, Health Information Technology for Economic and Clinical Health (HITECH) Act, and the Patient Protection and Affordable Care Act (PPACA). *Prerequisite:* Acceptance into program or permission of instructor.



## HCTM 455

### Data Warehousing in Healthcare • 5 CR

Presents students with best practices for ETL (extract, transform and load) and data warehousing in healthcare. Utilizing both theory and hands on experience, students practice querying disparate healthcare databases to populate a data warehouse. The importance of organizational data governance will also be introduced.

**Prerequisite:** Acceptance into the program, and completion of HCTM 320 and 450 with a C or above, or permission of instructor.

## HCTM 460

### Leading Change in Healthcare Informatics • 5 CR

Prepares students for leadership roles in healthcare informatics. Covers leadership characteristics, roles and responsibilities in healthcare informatics. Topics include leadership theories, responsibilities, and skills. Addresses the unique role of leaders in managing transformational change in healthcare informatics. Students will assess their own leadership skills and develop plans for lifelong learning as leaders in healthcare informatics. **Prerequisite:** Acceptance into program and HCTM 310, or permission of the instructor.

## HCTM 470

### Healthcare Data Analytics Applications • 5 CR

Students analyze strategies, benefits and limitations of data analytics in various healthcare environments. In the context of case studies, they evaluate, select and apply analytics tools and methods to develop meaningful information in support of key clinical, operational and financial decisions. Current and emerging analytics practices and metrics are discussed. **Prerequisite:** Acceptance into program and completion of HCTM 450 with a C or above, or permission of instructor.

## HCTM 475

### Healthcare Information Technology Field Studies • 5 CR

Provides students with the opportunity to gain a deeper understanding of the healthcare environment through industry internship, practicum or series of field trips. **Prerequisite:** Acceptance into program and permission of instructor.

## HCTM 485

### Healthcare Information Technology Capstone • 5 CR

The capstone project course is the culmination of the Health Information Technology BAS program and demonstrates to faculty a student's mastery of the curriculum, general education

skills and core competencies in the healthcare informatics field. Students, working in small groups, complete a comprehensive project selected at beginning of course. **Prerequisite:** Acceptance into program and permission of instructor.

## HCTM 494/495/496/497

### Healthcare Information Technology Special Topics • 5 CR

Presents advanced or specialized topics in the field of Health Information Technology. Topics focus on new and emerging trends in health information technology. Examples include public health information technology; public policies as they relate to health information technology; telemedicine; mobile devices in healthcare; etc. Specific topics are announced in the quarterly schedule. **Prerequisite:** Acceptance into program and permission of instructor.

## 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 BC.

## 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 BC.

## 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 BC.

## 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 BC.

## 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 BC.

## 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 BC. Same as INTST 204. Either HIST 120 or INTST 204 may be taken for credit, not both.

## HIST& 146

### US History I • 5 CR

Synthesizes the European heritage and colonial experience and their effect on American ideas and institutions. Students examine the War of Independence and formation of the Federal Union. Other topics include religion, mercantilism, westward expansion, and Anglo-American republican thought. May be used as social science or humanities credit, not both, at BC.

## HIST& 147

### US History II • 5 CR

Examines the problems involved in creating a new nation and establishing a federal government. Students discuss the formation of political parties, the democratization of American society, national expansion, the Civil War, and the impact of industrialization. May be used as social science or humanities credit, not both, at BC.

## HIST& 148

### US History III • 5 CR

Examines the emergence of modern American society. Students look into problems of industrialization and urbanization, reform movements



such as Populism, Progressivism, and the New Deal, and the multicultural society in an age of global interdependence. May be used as social science or humanities credit, not both, at BC.

### HIST 185

#### History of Latin America • 5 CR

Survey of the social history, political development, and cultural contributions of Latin America. Topics include ancient indigenous civilizations of Central and South America, Spanish and Portuguese colonization, revolutions for independence, the building of nation-states, ethnic diversity, and present-day patterns of migration and globalization. May be used as social science or humanities credit, not both, at BC.

### 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 BC.

### HIST 209

#### History of Christianity • 5 CR

Explores the beginnings of the Christian church, the impact of Christian teaching and organization on the West, and the challenge of other religions and philosophies. Traces the spread of Christianity in the non-Western world and assesses its role in American culture in the post-modern era. May be used as a social science or humanities credit, not both, at BC.

### 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 BC.

### 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 BC.

### HIST& 214

#### Pacific Northwest History • 5 CR

Studies the historical and environmental factors affecting the social, economic, and political structures of the Pacific Northwest. Topics include the physical background of aboriginal, European, and American settlement. May be used as social science or humanities credit, not both, at BC.

### 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 BC.

### 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 may be taken for credit, not both. May be used as social science or humanities credit, not both, at BC.

### 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 BC.

### 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 BC.

### 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 BC.

### HIST 246

#### History of Immigration to the US • 5 CR

This course explores the history of immigration to the United States from the colonial period to the present day. It examines the forces shaping immigration, the diversity of immigrant experiences, the legal/policy framework influencing immigration, and the impact of immigration on U.S. society and culture. *Recommended:* Completion of ENGL& 101.

### 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 BC.

### 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

## 2014-15 Course Descriptions

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 BC.

### 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 BC.

### 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.

## Human Development

### STUDENT SERVICES

### HD 100

#### First Year Experience • V1-2 CR

Develops a better understanding of the learning process and essential academic success skills and abilities. Topics include use of information resources, study skills, learning styles, personal responsibility, career resources, intercultural competence, and development of personal education plan. Mandatory in the first quarter of attendance for first-time-to college students enrolled for 10 or more credits. Course graded credit/no credit only.

### HD 101

#### Healthy Self-Esteem • 3 CR

Explores theory and practice of positive self-image through small-group discussion, self-assessments, and multi-media content. Students focus on understanding their behaviors as a reflection of their self-concept.

### HD 103

#### International Student First Year Experience • 2 CR

Provides international students new to the American college system the knowledge and skills necessary to succeed in the U.S. higher education environment. Required for all new-to-American college students enrolled in ten or more credits. *Prerequisite:* Permission of instructor.

### 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 • V1-5 CR

Develops skills that support successful college work. Students practice effective study techniques and learning strategies, and explore resources available on campus. *Recommended:* placement in ENGL 089 or above.

### HD 125

#### Motivation and Empowerment • V1-3 CR

Students identify and analyze unique sources of motivation to improve attainment of goals in academic and personal realms of life. Students critically examine their strengths, values, and goals. Students develop tools for taking personal responsibility, and accessing intrinsic sources of motivation to reach their highest potential in school and life.

### HD 131

#### Understanding Personal Relationships • 2 CR

Explores personal growth through the development of interpersonal skills. Facilitates learning and growth in areas of cultural awareness and appreciation of differences, respectful communication resolution of interpersonal conflict.

### HD 140

#### U.S. Race Relations • 2 CR

Students have the opportunity to critically examine the impact of racism and white privilege in the U.S. Students learn about themselves as racial beings and are taught how to engage in cross-racial dialogues about race and become active change agents in a multicultural society.

### 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 and goal setting.

### 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.

**HD 212****Inclusive Leadership • 2 CR**

Leaders must answer the greatest challenge of our times – how should we engage, involve, and inspire those who have different life experiences, values, and world view to create safe, inclusive, and mutually beneficial communities and societies globally?

**HD 215****Strategic Leadership Listening to the Future • 2 CR**

Leaders create alternative futures for a hypothetical industry case. Covers the analysis of uncertainties and the influence of social, technological, economic, environmental and economic forces leading to a set of scenarios applicable to risk evaluation & competitive positioning, contingency planning and thought leadership.

**Humanities****ARTS & HUMANITIES DIVISION****HUMAN 194/195/196/197****Special Topics in Humanities • V1-5 CR****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 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 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.

**HUMAN 294/295/296/297****Special Topics in Humanities • V1-5 CR****Imaging****HEALTH SCIENCES, EDUCATION & WELLNESS INSTITUTE****IMAGE 102****Imaging Aide Fundamentals • 2 CR**

Presents skills and scope of practice of the Imaging Aide. Designed as an overview of hospital and clinic organization in relation to the radiology industry. Emphasis is directed toward patient flow within the system, information systems utilized, and specific patient and exam information included in diagnostic imaging. **Prerequisite:** Placement by assessment into ENGL& 101 or ENGL 092 or 093 with a C- or better.

**IMAGE 110****Survey of Imaging • 3 CR**

Presents a basic survey of the different medical specialties found in a diagnostic imaging department. Emphasis is on developing a working knowledge of the terminology, procedures, patient care, and occupational issues an imaging aide would encounter. **Prerequisite:** Placement by assessment into ENGL& 101 or ENGL 092 or 093 with a C- or better.

**IMAGE 115****Radiologic Anatomy • 2 CR**

Presents a basic survey of human anatomy commonly imaged in a diagnostic radiology department. Emphasis is on major structures and topographical anatomy. **Prerequisite:** Placement by assessment into ENGL& 101 or ENGL 092 or 093 with a C- or better.

**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 081

**Improving Reading Skills Lab – Level 2 • 1-2 CR**

## Information Systems and Technology

### IBIT (INSTITUTE FOR BUSINESS & INFORMATION TECHNOLOGY)

#### ISIT 105

**Problem Solving for the IT Professional • 5 CR**

This course presents a wide variety of strategies to build a person's problem solving skills towards situations in IT. Students practice creative/lateral thinking techniques and communication skills to approach technical and non-technical problems. **Prerequisite:** ENG 092 or 093 with a C- or better, and Math 098 with a C- or better.

#### ISIT 305

**Network Security and Firewalls • 5 CR**

This course covers the skills required to develop a security infrastructure, recognize threats and vulnerabilities to networks, and mitigate those threats. Emphasizes core security technologies, installation, troubleshooting and monitoring of network devices to maintain integrity, confidentiality and availability of data and devices. Includes attack and defense case study. Either ISIT 305 or NSCOM 205 may be taken for credit, not both. **Prerequisite:** Admission into the program or permission of instructor.

#### ISIT 320

**Advanced Web Development • 5 CR**

Students learn to develop efficient web applications across multiple browsers. Students will use applicable design principles and protocols, and best practices in creating extensible web applications. Students will use both open source and proprietary technologies to create web sites that incorporate code elements and services from across the Internet. **Prerequisite:** Admission to the program or permission of the instructor.

#### ISIT 322

**Developing Mobile Applications • 5 CR**

This course prepares students to do mobile application development. Students will learn to design, develop, test, and deploy mobile applications for multiple types of mobile devices in multiple software environments. **Prerequisite:** ISIT 320.

#### ISIT 324

**Software Testing • 5 CR**

This class will present to students practical techniques and strategies to use in overall software testing and quality assurance methodologies. Students will be exposed to testing concepts and how to design, develop and document different kinds of tests. **Prerequisite:** ISIT 320.

#### ISIT 328

**Information Security Essentials • 5 CR**

Introduces concepts and issues related to securing information systems and the development of policies to implement information security controls. Topics include security vulnerabilities, threats and defense measures and legal and ethical issues associated with information security. Students will learn how to recognize and apply secure software development best practices. **Prerequisite:** Admission to the program or permission of the instructor.

#### ISIT 330

**Business Intelligence Applications • 5 CR**

Students learn about Business Intelligence (BI) applications and appropriate application architectures for a variety of scenarios. The benefits of BI and the possibilities for organizational change are discussed. Students use current BI tools to develop realistic solutions. Current trends are discussed as is the growing role of "big data." **Prerequisite:** Admission to the program or permission of the instructor.

#### ISIT 332

**Data Warehousing • 5 CR**

Students learn concepts and techniques associated with development of a data warehouse. They learn how to prepare data for consolidation and exchange. Students learn to apply Extract, Transform and Load (ETL) principles and they use current ETL tools. Students practice coding techniques for extracting, cleaning and conforming data. **Prerequisite:** ISIT 330.

#### ISIT 334

**Data Visualization Tools & Techniques • 5 CR**

This course introduces the theory and concepts related to effective display of data with a focus on quantitative data. Students learn the principles of preparing effective visualizations and the tools to create such visualizations. Students use analytic tools to create visualizations. **Prerequisite:** ISIT 330.

#### ISIT 336

**Dimensional Modeling • 5 CR**

Dimensional modeling has been broadly accepted as one of the principle techniques 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. **Prerequisite:** ISIT 330.

#### ISIT 337

**Predictive Analytics • 5 CR**

In this course students learn to go beyond simply querying data to do predictive data mining analysis. Students learn to apply data mining algorithms to realistic organizational data to find previously undiscovered patterns and draw conclusions. Students use current software tools and hands-on exercises to learn theoretical concepts. **Prerequisite:** ISIT 330.

#### ISIT 338

**Data Analysis Techniques • 5 CR**

Students learn a variety strategies and techniques for analyzing data and making decisions based upon that data. Students use case studies to integrate their analysis and problem solving skills. Students use current software systems to do analysis and they are required to present the results of their analyses. **Prerequisite:** ISIT 330, and either MATH 130 or BA 240.

#### ISIT 342

**VoIP and Wireless • 5 CR**

This course introduces and applies the concepts of design, implementation and troubleshooting of Voice Over Internet Protocol (VoIP) and wireless systems. Technologies include VoIP Managers, Voicemail, System Reporting, Wireless Controllers, Access Points, Relay Systems, Wireless Topologies, Wireless Security and the associated protocols for both VoIP and wireless technologies. **Prerequisite:** Acceptance to the program or permission of instructor.

#### ISIT 344

**Virtualization & Storage • 5 CR**

This course introduces and applies the concepts of design, implementation, management and troubleshooting of server virtualization, network virtualization and large storage systems. Technologies include VMware and Storage Area Networks (SAN) solutions. **Prerequisite:** Acceptance to the program or permission of instructor.

#### ISIT 350

**Digital Information Analysis and Recovery • 5 CR**

Introduces students to computer forensics, both its fundamentals and best practices for incident response. Includes the legal aspects of computer forensics, as well as its relationship to the Information Technology field. Hands-on projects will give students the tools and techniques to perform a full computer forensic investigation. **Prerequisite:** Acceptance to the program or permission of the instructor.



## ISIT 420

### Advanced Data Access Techniques • 5 CR

Students learn to develop data driven applications using both proprietary and open source environments. Students will develop applications using data from a variety of data repositories including relational databases, multi-dimensional databases and “big data” repositories. Students also learn to work with data in a variety of formats. **Prerequisite:** ISIT 322.

## ISIT 422

### Application Architecture • 5 CR

Students learn best practices for developing enterprise software solutions with appropriate structure for maintainability and efficiency. This course expands student knowledge of software application structure and design principles focusing on advanced object oriented techniques, service oriented architectures and cloud services. **Prerequisite:** ISIT 420 Advanced Data Access with a C+ or better.

## ISIT 432

### Data Repositories for Analytics • 5 CR

Students learn to create and query analytic databases including multi-dimensional databases (cubes) and “big data” repositories. Students create business-oriented solutions for analytics. **Prerequisite:** ISIT 330.

## ISIT 434

### Web Analytics • 5 CR

Students learn techniques for analyzing data generated by web traffic and social media sites. Students learn the importance of such data to an organization and they learn what analytic measures are available and applicable. Students also learn how to implement web data collection and analytic tools for web-sites. **Prerequisite:** ISIT 330.

## ISIT 436

### Performance Management • 5 CR

Students learn how to implement performance management in support of organizational change. Students learn how organizations define objectives, establish goals and measure progress using metrics and key performance indicators. Students learn how to implement software systems to provide appropriate information to users at all levels within an organization. **Prerequisite:** ISIT 330.

## ISIT 440

### Administering a Linux Server • 5 CR

This course covers the essentials of Linux server administration. Students install, configure, use, secure and administer a Linux enterprise server. Topics include user access and security, process and service control, server monitoring, networks

and networking services, interoperability, package management, backup and recovery and essential BASH commands. **Prerequisite:** Admission into the program or permission of instructor.

## ISIT 442

### Managing Messaging Services • 5 CR

This course is an introduction to messaging and collaboration services for system administrators. Students will become familiar with popular messaging platforms and protocols such as POP3, IMAP, SMTP, and web services. Additional topics will include server virtualization, cloud services, system configuration, directory service configuration and deploying email clients. **Prerequisite:** Admission into the program or permission of instructor.

## ISIT 444

### Automation/Configuration & Management • 5 CR

Introduces the concepts and application of basic scripting to monitor and collect logs in relation to servers and the associated services. Topics include scripting, logging, automation and system management. **Prerequisite:** Acceptance to the program or permission of instructor.

## ISIT 450

### Network Vulnerabilities and Countermeasures • 5 CR

This course covers the concepts of network vulnerabilities from a hacker's perspective. Its focus is professional penetration testing and the securing of information assets. The course provides students with the knowledge to prevent, detect, and respond to network security incidents. **Prerequisite:** Admission to the program or permission of instructor.

## ISIT 452

### Network Security Monitoring • 5 CR

This course focuses on the qualities that go into a sound Network Security Monitoring (NSM) system. Hands-on exercises use various network protocol analyzers and other tools to detect, investigate, and respond to network and system attacks. Students will learn how identify authorized and unauthorized malicious activity on an information systems network. **Prerequisite:** Admission to the program or permission of instructor.

## ISIT 454

### System Hardening • 5 CR

Hardening a computer reduces the attack surface by disabling functionality that is not required while maintaining the minimum functionality that is required. Students will learn to apply the key system hardening principles

of segregation of duties, dual control, principle of least privilege, and economy of mechanism. This course covers system hardening techniques for physical devices & connections, network devices, Windows and Unix/Linux server operating systems, and cross-platform applications. **Prerequisite:** Admission into the program or permission of instructor.

## ISIT 490

### ISIT Capstone I • 5 CR

This course provides practical experience in information systems and technology. Students apply knowledge and skills learned in classes as they work in settings relevant to their future employment plans. This is part 1 of a 2 quarter series. **Prerequisite:** Permission of the instructor.

## ISIT 491

### ISIT Capstone II • 5 CR

Students continue their work from ISIT 490 to further develop their project work. **Prerequisite:** ISIT 490.

## Information Technology

### IBIT (INSTITUTE FOR BUSINESS & INFORMATION TECHNOLOGY)

## 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& 101, or completion of ENGL 092 or 093 with a C or better.

## 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& 101 or completion of ENGL 092 or 093 with a C or better. **Recommended:** BTS 161 or equivalent work experience.

## IT 128

### Information Security Essentials • 5 CR

Introduces concepts and issues related to securing information systems and the development of policies to implement information security controls. Topics include security vulner-

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abilities, threats, defense measures, and the legal and ethical issues associated with information security. Students will learn how to apply security best practices in multiple security architectures. **Prerequisite:** TECH 217 or IT 103.

### IT 194/195/196/197

#### Special Topics in Information Technology • V1-10 CR

Allows specialized or in-depth study of a subject related to information technology. Topics are announced in the quarterly schedule. Students may retake the course for credit as content changes. May be repeated for a maximum of 15 credits.

### IT 199

#### Individual Studies in Information Technologies • V1-10 CR

### 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

Combines the study of several subjects into one integrated course or "learning community," usually for 10 or more credits. Each Interdisciplinary Studies course features a theme that forms a common thread across disciplines.

Students learn by taking part in group activities. Field trips are included in some courses. These programs emphasize the process of learning as well as content. The student-centered, discussion-oriented format encourages and supports different points of view and creates a social climate that promotes collaborative learning.

### INTER 100

#### Interdisciplinary Studies • 15 CR

### INTER 110

#### Interdisciplinary Studies • 15 CR

### INTER 115

#### Interdisciplinary Studies • 15 CR

### INTER 125

#### Interdisciplinary Studies • 10 CR

### INTER 130

#### Interdisciplinary Studies • 10 CR

### INTER 135

#### Interdisciplinary Studies • 10 CR

## Interior Design

### ARTS & HUMANITIES DIVISION

**Please Note:** courses designated with an asterisk (\*) are graded pass/fail only.

The Interior Design department at Bellevue College is suitable for anyone with a serious interest in Interior Design. The department offers an AA Interior Studies and many classes of interest to working professionals. Visit [www.bellevuecollege.edu/interiordesign/](http://www.bellevuecollege.edu/interiordesign/) for more information.

### 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 163

#### Introduction to Revit • 5 CR

Introduction to Revit Architecture for interior designers using the PC. Covers the role and application of Revit Architecture in graphic communication and interior design while producing architectural and interior design projects in 3D. Includes lectures, textbook and hands-on project work to familiarize students with Revit software, its application and basic functions, and the production of orthographic, 3D, and data output for contract documents and presentations.

### INDES 167

#### Digital Design Tools • 2 CR

Uses a variety of digital design tools to demonstrate how graphic software applications and digital tools are used to enhance communication of design solutions and concepts. Includes graphic software applications, equipment and services for digital archiving, production, and printing. Structured as a workshop for students to work as much as possible at an independent pace. **Prerequisite:** INDES 171 with a C- or better.

### INDES 169

#### SketchUp • 3 CR

Designed for students with basic SketchUp skills, or beginning level Computer Aided Design experience. Introduces strategies and skills for managing complex architectural models, as well as presentation methods, including Trimble Layout® and third-party rendering plug-ins.

### INDES 171

#### Interior Design Studio I • 5 CR

Introduces the fundamental elements and principles of design. Students work with concepts and methods for defining and organizing space and form in the interior environment. Introduces graphic tools, techniques, and conventions used for effective visual communication in design. Applies basic theory in architectural drafting and drawing skills. **Prerequisite:** INDES 140 with a C- or better.

### INDES 172

#### Interior Design Studio II • 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. **Prerequisite:** INDES 171 with a C- or better.

### INDES 179

#### Perspective Drawing • 5 CR

Introduction of 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, marker pens and collage.

### INDES 194/195/196/197

#### Special Topics in Interior Design • V1-5 CR

Allows specialized or in-depth study of a subject supplementing the interior design curriculum. Student interest and instructor expertise help determine the topic, to be announced in the class schedule. May be repeated for a maximum of 10 credits. Course graded pass/fail. **Prerequisite:** Permission of program chair or instructor.

### INDES 242

#### Interior Materials & Sources • 5 CR

Introduces textiles and various interior materials and sources selected, specified, installed and maintained in an interior environment. Topics include, materials for flooring, walls, ceilings, upholstery, millwork, and cabinetry. Includes equipment, appliances, how to measure, specify, and understand correct installation methods, and product maintenance. **Prerequisite:** INDES 171 with a C- or better.

**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. Course graded pass/fail. **Prerequisite:** INDES 280 with a C- or better.

**INDES 262****Introduction to Computer-Aided Design • 5 CR**

Introduces computer-aided design for designers. Covers 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 171 with a C- or better.

**INDES 265****Design Illustration • 5 CR**

Introduces tools and techniques for illustrative graphic presentation of design ideas and products. Covers advanced perspective drawing methods. Students practice simple and rapid illustration techniques in various media including graphite, ink, colored pencils, marker pens, pastels, watercolor, and collage. Topics include concept and descriptive writing and production, duplication, transfer, and mounting techniques for presentation. **Prerequisite:** INDES 171 with a C- or better.

**INDES 267****Digital Design Presentation • 3 CR**

Builds on skills covered in INDES 167. Students employ digital design tools in the organization and presentation of their design solutions. Introduces various strategies for effectively linking media and message, using fundamental graphic and identity design principles, and evaluation methods for producing design presentation packages and printed documents. **Prerequisite:** INDES 167 with a C- or better.

**INDES 273****Interior Design Studio III • 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 make the best functional and aesthetic use of space. **Prerequisite:** INDES 172 with a C- or better.

**INDES 280****Contract Documents • 5 CR**

Introduces professional applications for graphic communication and CADD 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 262 and INDES 273 both with a C- or better.

**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. Course graded pass/fail. **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.

## INTERIOR DESIGN BAA PROGRAM

The BAA Interior Design is a program for completion of the baccalaureate degree. For students with an AA or previous coursework or degrees in Interior Design, Art or other related disciplines. Visit [www.bellevuecollege.edu/interiordesign/](http://www.bellevuecollege.edu/interiordesign/) for more information.

**INDES 340****Interior Design Theory • 3 CR**

Explores philosophical approaches to design and various aesthetic and judgmental concerns. Applies critical thinking and creative problem solving to the enclosure and systematic organization of space. **Prerequisite:** Acceptance to the program or permission of instructor.

**INDES 350****History of Interiors & Furniture • 5 CR**

Surveys the main characteristics and motifs of Western interiors and furniture from antiquity to the 19th century. Students examine how people, social conditions, and technology influenced furniture design in each period. Either INDES 150 or INDES 350 may be taken for credit, not both. Class format includes illustrated lectures and discussions.

**INDES 351****Modern Interiors & Furniture • 5 CR**

Continues INDES 350. Covers interiors and 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. Either INDES 151 or 351 may be taken for credit, not both.

**INDES 352****Design & Fabrication • 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. Either INDES 152 or INDES 352 may be taken for credit, not both. **Prerequisite:** Acceptance to the program or permission of instructor.

**INDES 360****Introduction to Rhinoceros 3D • 5 CR**

Introduces fundamental concepts and methods for planning, organizing, and arranging digital models using Rhinoceros 3D modeling software. Various exercises throughout the quarter will be used to illustrate various strategies for generating three dimensional form using Rhinoceros.

**INDES 370****Design Studio Residential • 5 CR**

Focuses on residential spaces, the problem solving discipline of design process and its application to single and multi-family dwellings. Develops concepts to achieve design goals and apply theoretical knowledge and technical skills to design solutions. Students work on a variety of professionally relevant interior design projects. Either INDES 270 or INDES 370 may be taken for credit, not both. **Prerequisite:** Acceptance to the program. Students may repeat course up to 15 credits.

**INDES 371****Design Studio Commercial • 5 CR**

Focuses on commercial spaces, the problem solving discipline of the design process and its application to commercial spaces. Develops concepts to achieve design goals and apply theoretical knowledge and technical skills to design solutions. **Prerequisite:** Acceptance into the BAA program. Students may repeat course up to 15 credits.

**INDES 372****Design Studio Experimental • 5 CR**

The experimental studio focuses on problem solving as it pertains to conceptual and theoretical design issues. This studio will address and investigate topics relating to interior design in unique methods such as technology, methodology, construction or production to give a few examples. The studio will result in an inves-



## 2014-15 Course Descriptions

tigation into interior design. May be repeated for a maximum of 15 credits. **Prerequisite:** Acceptance to the program.

### INDES 390

#### Interior Building Systems • 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. Either INDES 190 or INDES 390 may be taken for credit, not both. **Prerequisite:** Acceptance to the program or permission of instructor.

### INDES 391

#### Lighting for Interiors • 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. Either INDES 191 or INDES 391 may be taken for credit, not both. **Prerequisite:** Acceptance to the program or permission of instructor.

### INDES 394/395/396/397

#### 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. Course graded pass/fail. **Prerequisite:** Permission of program chair or instructor.

### INDES 399

#### Individual Studies in Interior Design • V1-5 CR

### INDES 440

#### Design Research • 2 CR

Focuses on methods for research, problem identification, site identification and analysis, and definition of user needs in preparation for pursuing an individualized inquiry of interior design issues in specific built environment contexts. Work from this course is carried forward to INDES 471 and INDES 472. **Prerequisite:** Acceptance into the program and two (2) courses from the INDES 370, 371, 372 design studio series with a C (2.0) or better.

### INDES 471

#### Capstone Design Studio I • 5 CR

Focuses on the problem solving discipline of the design process and its application to interior design. Sequence begins by focusing on concept

development to achieve design goals, and application of theoretical knowledge and technical skills to research, develop, and document design process, product, and proposals. Students work on a variety of professionally relevant self-directed interior design projects, pursue an individualized area of inquiry and project context, and prepare a detailed analysis, program, concept and schematic design presentation. Builds on research begun in INDES 440. **Prerequisite:** Acceptance to the program, 15 credits in Studio Design courses (INDES 370, 371 or 372), and INDES 440, all with a C or better.

### INDES 472

#### Capstone Design Studio II • 5 CR

Focuses on the problem solving discipline of the design process and its application to interior design. Completes the capstone studio sequence with a design development phase. Students work on a variety of professionally relevant self-directed interior design projects, pursue an individualized area of inquiry and project context, and prepare a detailed design solution and project documentation. Builds on research begun in INDES 440 and uses research and concepts developed in INDES 471 for design development process in INDES 472. **Prerequisite:** Acceptance to the program and INDES 471 with a C or better.

### INDES 480

#### Professional Practices & Principles • 5 CR

Prepares students to work as professional interior designers. Includes managing interior design projects, legal and contractual issues, resources and services, and working with showroom and service personnel, and clients. Either INDES 180 or INDES 480 may be taken for credit, not both. **Prerequisite:** Acceptance to the program or permission of instructor.

### INDES 485

#### Practicum in Interior Design • 3 CR

Offers additional work study experience relevant to a students' future employment plans in interior design. Either INDES 285 or INDES 485 may be taken for credit, not both. **Prerequisite:** Acceptance to the program or permission of instructor.

## International Business Professions

### ARTS & HUMANITIES DIVISION

See English Language Institute, pages 123-126. International Studies

## SOCIAL SCIENCE DIVISION

### INTST 105

#### Geography of World Affairs • 5 CR

Offers a geographical perspective on contemporary world problems. Students investigate economic, demographic, social, political, cultural, and environmental issues, with emphasis on interrelationships, patterns, processes, and potential solutions. Same as GEOG 105. Either INTST 105 or GEOG 105 may be taken for credit, but not both.

### INTST 123

#### Introduction to Globalization • 5 CR

Globalization considers the dynamic processes and consequences of human contact over time that cross traditional economic, cultural and geographic boundaries. The course examines the ever increasing flows of goods, people, ideas, capital and services and the subsequent challenges that have emerged for humankind. Same as GEOG 123. Either GEOG 123 or INTST 123 may be taken for credit, but 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 BC.

**INTST 227****Middle East Politics & Society • 5 CR**

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. Same as POLS 227. Either INTST 227 or POLS 227 may be taken for credit, not both.

**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 or INTST 201 or POLS 103 or SOC& 201 recommended.

**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 BC. *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 BC.

**INTST 294/295/296/297****Special Topics in International Studies • V1-10 CR**

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

**INTST 298****Seminar in International Studies • V1-10 CR**

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

**INTST 299****Individual Studies in International Studies • V1-10 CR**

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

**Italian****ARTS & HUMANITIES DIVISION**

See World Languages, pages 177-180.

**Marketing Management****IBIT (INSTITUTE FOR BUSINESS & INFORMATION TECHNOLOGY)****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****Marketing Research Design and Analysis • 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,

## 2014-15 Course Descriptions

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 and MKTG 135.

### **MKTG 240**

#### **eMarketing • 5 CR**

Provides an overview and in depth understanding of the principles and practices of using the internet to market goods and services. Includes learning in the areas of ethical and legal issues surrounding eMarketing. Emphasizes processes for planning and implementing an eMarketing strategy. *Prerequisite:* MKTG 154. *Recommended:* BUS& 101 and MKTG 110.

### **MKTG 271**

#### **Consumer Behavior • 5 CR**

This course examines the concepts, principles, and theories that describe and explain consumer behavior. This course studies the process of consumer choice, how consumer choice is determined, and the implications for the marketing efforts of businesses.

### **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 292**

#### **Marketing Internship • V1-5 CR**

After securing internship placement students gain practical experience within the marketing management industry environment which they use as preparation for work readiness. The internship should consist of 3 – 15 hours (depending on number of Credits) weekly engagement with the organization; students will also meet weekly with the instructor and discuss

work activities. Variable Credit based on hours worked in internship. *Prerequisite:* Permission of Program Chair.

### **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. *Recommended:* Basic arithmetic skills.

### **MATH 084**

#### **Learning Strategies for Math Success • 3 CR**

Through small group interactions and tutoring, Math 084 builds confidence in students who have struggled trying to learn mathematics. Math 084 facilitates the understanding of math concepts, learning effective study skills, and overcoming math anxiety/avoidance. Math

084 students must be simultaneously enrolled in a mathematics course numbered below 100. *Prerequisite:* Permission of instructor.

### **MATH 085**

#### **Elementary Algebra II • 5 CR**

Second in a two-quarter sequence of basic algebra using a lecture/workshop format. Topics include exponents, polynomials, quadratic equations, rational expressions, and radicals. Students must complete both MATH 080 (or equivalent) and MATH 085 to have the equivalent of MATH 097. *Prerequisite:* MATH 080 or permission of instructor.

### **MATH 093**

#### **Algebra Review • V1-5 CR**

Allows students to review some portion of MATH 097, 098, and 099 algebra courses. Students meet with the instructor to develop specific objectives. The course is taught using interactive software. *Prerequisite:* Permission of instructor.

### **MATH 094**

#### **Special Topics in Developmental 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. *Recommended:* Basic arithmetic skills.

### **MATH 098**

#### **Essentials of Intermediate Algebra • 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**

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 BC. **Prerequisite:** Placement by assessment or MATH 098 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 BC. **Prerequisite:** Placement by assessment or MATH 098 with a C or better.

### **MATH& 131**

#### **Math for Elementary Education I • 5 CR**

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 BC. **Prerequisite:** MATH 099 with a C or better.

### **MATH& 132**

#### **Math for Elementary Education II • 5 CR**

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 BC. **Prerequisite:** MATH& 131 with a C or better.

### **MATH 138**

#### **College Algebra for Business & Social Science • 5 CR**

Examines graphs, non-trigonometric elementary functions, systems of equations and inequalities, and probability, emphasizing uses in business and social science. Either MATH& 141 or MATH 138 may be taken for credit, not both. MATH 138 is required before taking MATH& 148. Fulfills quantitative or symbolic reasoning course requirement at BC. **Prerequisite:** Placement by assessment, or MATH 099 with a B- or better.

### **MATH& 141**

#### **Precalculus I • 5 CR**

Emphasizes graphs and polynomial functions. Other topics include the theory of equations and rational, exponential, inverse, and logarithmic functions. Either MATH& 141 or MATH 138 may be taken for credit, not both. Fulfills the quantitative or symbolic reasoning course requirement at BC. **Prerequisite:** Placement by assessment or MATH 099 with a B- or better.

### **MATH& 142**

#### **Precalculus II • 5 CR**

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 BC. **Prerequisite:** Placement by assessment, or MATH& 141 with a C- or better.

### **MATH& 148**

#### **Business Calculus • 5 CR**

Surveys differential and integral calculus, emphasizing uses in business and social science. Intended for students who wish only a brief course in calculus. Either MATH& 151 or MATH& 148 may be taken for credit, not both. Fulfills the quantitative or symbolic reasoning course requirement at BC. **Prerequisite:** Placement by assessment or MATH 138 with a C- or better.

### **MATH& 151**

#### **Calculus I • 5 CR**

Introduces the concepts of limits, derivatives, and integrals. Topics include techniques and applications of derivatives of algebraic and Transcendental functions. Students begin working with antiderivatives. Either MATH& 151 or MATH& 148 may be taken for credit, not both. Fulfills the quantitative or symbolic reasoning course requirement at BC. **Prerequisite:** Placement by assessment or MATH& 142 with a C- or better, or Advanced Placement score of 2 or higher on AB or BC exam.

### **MATH& 152**

#### **Calculus II • 5 CR**

Continues the study of integration, emphasizing applications and special techniques. Students work with algebraic and transcendental functions. Fulfills the quantitative or symbolic reasoning course requirement at BC. **Recommended:** MATH& 151.

### **MATH& 153**

#### **Calculus III • 5 CR**

Emphasizes the study of infinite sequences and series including power series. Topics include plane analytic geometry, graphing in polar coordinates, and an introduction to vectors. Fulfills the quantitative or symbolic reasoning course requirement at BC. **Recommended:** MATH& 152.

### **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 126, MATH& 153 or 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 BC. **Recommended:** MATH& 153.

### **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 BC. **Recommended:** MATH& 153.

### **MATH 240**

#### **Scientific Computation • 5 CR**

Introduction to numerical methods used to solve problems in the sciences and engineering. Students will use software to solve problems and communicate the results of calculations. Awareness of appropriate software tools to help analyze a physical problem and the limitations and strengths of these tools will be emphasized. **Prerequisite:** MATH 208. **Recommended:** MATH 238.



## MATH& 254

### Calculus IV • 5 CR

Extends the concepts of calculus to vector-valued functions and functions of several variables. Partial derivatives are included. Fulfills the quantitative or symbolic reasoning course requirement at BC. **Recommended:** MATH& 152.

## MATH 255

### Vector Calculus • 5 CR

Course topics include multiple integration, line and surface integrals and the theorems of Green, Gauss and Stokes with applications. Related topics such as conservative vector fields, change of variables in special coordinate systems, the higher-dimensional Taylor's Theorem and constrained optimization will be considered. **Prerequisite:** Multivariable Calculus (MATH& 254).

## MATH 299

### Individual Studies in Mathematics • V1-5 CR

Allows directed readings or independent problem solving projects as arranged with an instructor. Primarily intended for students who have completed MATH 126, MATH& 153 or MATH 208 and/or MATH 238. May be repeated for a maximum of 15 credits. **Prerequisite:** Permission of instructor.

## Medical Dosimetry

### HEALTH SCIENCES, EDUCATION & WELLNESS INSTITUTE

See Radiation and Imaging Sciences, pages 163-168.

## 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 199

### Individual Studies in Meteorology • V1-5 CR

## METR 211

### Global Warming: Causes and Consequences • 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.

## Music

### ARTS & HUMANITIES DIVISION

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

## MUSC 100

### Concert Choir I • V1-3 CR

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. **Prerequisite:** Audition and permission of instructor.

## MUSC 101

### Community Symphonies • 1 CR

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

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

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.

## MUSC 104

### Small Instrumental & Vocal Ensembles • 2 CR

Includes woodwinds, strings, brass, and jazz combos. Students develop technique, independence of part, and sensitivity. Requires two hours rehearsal per week plus scheduled performances. May be repeated for a maximum of 12 credits. **Prerequisite:** For all students, permission of instructor, for vocal students, concurrent enrollment in MUSC 100 or MUSC 200 for 3 of their 6 quarters.

## MUSC& 105

### Music Appreciation • 5 CR

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

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 or permission of instructor.

## MUSC 107

### Fundamentals of Music • 5 CR

Introduces the structure of music and its notation. Students learn to read and write basic pitch and rhythm notation and to construct scales, chords, and melodies. Intended for non-majors with little or no musical experience.

## MUSC 109

### Vocal Jazz & Recording Ensemble • 3 CR

Develops the vocal techniques, performance, and recording skills necessary to the contemporary recording studio singer. Ensemble members are selected by audition from the college choir. May be repeated for a maximum of 9 credits. **Prerequisite:** Permission of instructor (audition) by entry code. Students registered in MUSC 109 must be concurrently registered in MUSC 100 unless waived by the department.



**MUSC 110****First-Year Theory I • 5 CR**

First of a six-course sequence in Music Theory for music majors and students who wish to compose. Students learn notation, rhythm, scales, keys, intervals, chords, voicing, chord progression, harmony, and composition. Sight singing and ear training are also included. **Prerequisite:** Basic knowledge of music notation and either vocal or instrumental performance capability.

**MUSC 111****First-Year Theory II • 5 CR**

Second of a six-course sequence in Music Theory for music majors and students who wish to compose. Students learn notation, rhythm, scales, keys, intervals, chords, voicing, chord progression, harmony, and composition. Sight singing and ear training are also included. **Prerequisite:** MUSC 110 or permission of instructor.

**MUSC 112****First-Year Theory III • 5 CR**

Third of a six-course sequence in Music Theory for music majors and students who wish to compose. Students learn notation, rhythm, scales, keys, intervals, chords, voicing, chord progression, harmony, and composition. Sight singing and ear training are also included. **Prerequisite:** MUSC 111 or permission of instructor.

**MUSC 113****Survey of Music History:  
Antiquity to 1800 • 5 CR**

Reviews the development of music from its origins to its emergence as a major art form by 1800. Course format includes lectures, demonstrations, research about prominent composers and styles, and development of listening skills.

**MUSC 114****Survey of Music History:  
1800 to Present • 5 CR**

Reviews the development of music from the Romantic period through the 20th century. Course format includes lectures, demonstrations, listening exercises, and research work. May be taken independently of MUSC 113.

**MUSC 115****History of Jazz • 5 CR**

Surveys the development of Jazz from its origins in New Orleans, through the big bands of the swing era, to the development of Bop, the fusion of Rock and Jazz, as well as techno Jazz. Course includes lectures, listening activities, some research, and demonstrations.

**MUSC 116****History of Rock & Roll • 5 CR**

Traces the development of Rock and Roll from its roots in Jazz, Rhythm and Blues, Hillbilly, and Country idioms. Covers both instrumental and vocal styles from Elvis, the British invasion, heavy metal, Britney Spears, and other contemporary performers. Students learn to identify styles, musical characteristics, artists, and periods of music through listening, group discussion, and written texts.

**MUSC 117****Music of the World • 5 CR**

Examines the varied ways music is used and performed in selected non-Western cultures, such as Africa, India, the Middle East, China, Japan, Indonesia, Latin America, and Native North America. Includes styles and methods of music making, music's relationship to religion, magic, social structure, language, politics, philosophy and aesthetics, and the impact of historical migration and dispersions of ethnic groups.

**MUSC 118****History of Music in Film • 5 CR**

Presents a comprehensive survey of the history of film music from the genre's precursory influences to the present day. Topics include: historically significant film composers from the Hollywood and international scenes, genre specific film scoring trends and compositional techniques, and an overview of the film music business. **Recommended:** College level reading and writing skills. Past experience performing or composing music is helpful but not necessary.

**MUSC 120****Class Voice Vocal Group Instruction • 2 CR**

Offers group instruction for students who have not had individual voice training. Students learn voice science, vocal production, pronunciation, style, music notation, and some music literature.

**MUSC 126****Beginning College Choir • 3 CR**

A non-audition vocal ensemble. Open to all students interested in the basics of choral singing. Students rehearse and perform choral music from a variety of eras and styles. Includes the study of vocal technique and choral musicianship skills. Quarterly concerts are required.

**MUSC 130****Group Piano Instruction I • 2 CR**

Provides basic keyboard experience for non-majors and prepares the beginning music major for the piano-competency requirement.

Studio instruction includes basic music reading, keyboard technique, interpretation, and simple chording.

**MUSC 131****Group Piano Instruction II • 2 CR**

Continues MUSC 130 with more advanced keyboard and music reading skills. Students learn more keys, chord combinations, and performance of more complex compositions. **Prerequisite:** MUSC 130 or permission of instructor.

**MUSC 132****Group Piano Instruction III • 2 CR**

Continues MUSC 131 with intermediate level piano keyboard repertory. **Recommended:** Completion of MUSC 131.

**MUSC 135****Beginning Guitar • 2 CR**

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**

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**

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**

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

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

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

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. Highly **Recommended:** Basic piano and keyboard experience or permission of instructor.

## MUSC 152

### Advanced MIDI & Digital Audio Techniques • 3 CR

Students learn sophisticated MIDI sequencing and Digital Audio techniques, how to combine these technologies into an effective studio workstation, and how to synchronize music with other media and technology. **Prerequisite:** MUSC 151 or entry code.

## MUSC 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. **Prerequisite:** Completion of MUSC 156 with a C- or better or permission of instructor. **Recommended:** DMA 152.

## MUSC 156

### Audio Engineering & Production I • 5 CR

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 & Production II • 5 CR

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.

## MUSC 158

### Audio Engineering & Production III • 5 CR

Covers intermediate techniques in recording, mixing down, and mastering music projects. Students work with analog and digital mixing consoles. Includes the history and theories of multi-track technology, analog and digital recording. **Prerequisite:** MUSC 156 and permission of instructor. **Recommended:** MUSC 157.

## MUSC 161

### Community Musical Production • V1-5 CR

## MUSC 194/195/196/197

### Special Topics in Music • V1-3 CR

Allows specialized or in-depth study of a subject supplementing the music curriculum. Student interest and instructor expertise help determine the topic, to be announced in the class schedule. May be repeated for a maximum of 10 credits. **Prerequisite:** Permission of program chair or instructor.

## MUSC 200

### Concert Choir II • V1-3 CR

Offers performance opportunities for student singers who have completed three quarters of MUSC 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. **Prerequisite:** Audition and permission of instructor.

## MUSC 203

### Chamber Choir • 3 CR

A performance class open to advanced vocalists by audition. Chamber choir includes five hours of rehearsal per week plus scheduled outside rehearsals and performances. Course is designed to expose students to the most advanced musical idioms on a regular basis, including madrigals, Baroque, classical and romantic period literature. Course may be repeated for a maximum of 9 credits. **Prerequisite:** Completion of 9 credits in MUSC 103 and permission of instructor (audition). Students must schedule MUSC 100 for 3 of their 6 quarters in music.

## MUSC 205

### Vocal Jazz Ensemble • 3 CR

Develops the vocal techniques, performance, and recording skills necessary to the contemporary recording studio singer. Ensemble members are selected by audition from college choir members who have completed three quarters of MUSIC 105 or MUSIC 109. May be repeated for a maximum of 9 credits. **Prerequisite:** Permission of instructor (audition) by entry code. Students registered in MUSC 205 must be concurrently enrolled in MUSC 200 unless waived by the department.

## MUSC 206

### BC Jazz Band • 3 CR

Offers performance opportunities for instrumentalists within the Stage Band instrumentation who have completed three quarters of MUSIC 106. The ensemble focuses on jazz improvisation, performance, and interpretation of Big Band jazz literature. Students audition for available chairs. May be repeated for a maximum of 9 credits. **Prerequisite:** May enroll in MUSC 206 after 3 quarters (9 credits) in MUSC 106.

## MUSC 210

### Second-Year Theory I • 5 CR

Fourth in a six-quarter sequence in Music Theory. Topics include diatonic materials, basic chromatic chords, analysis, composition, sight singing, and ear training. **Prerequisite:** MUSC 112 or permission of instructor.

## MUSC 211

### Second-Year Theory II • 5 CR

Fifth in a six-quarter sequence in Music Theory. Topics include advanced chromatic chords, advanced modulation, analysis, composition, sight singing, and ear training. **Prerequisite:** MUSC 210 or permission of instructor.

## MUSC 212

### Second-Year Theory III • 5 CR

Last in a six-quarter sequence in Music Theory. Topics include 20th-century techniques, analysis, composition, sight singing, and ear training. **Prerequisite:** MUSC 211 or permission of instructor.

## MUSC 240

### Second-Year Private Instruction I • 1 CR

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 or MUSC 143 and permission of program chair

## MUSC 243

### Second-Year Private Instruction II • 2 CR

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 or MUSC 143 or permission of program chair.

## MUSC 299

### Individual Projects in Music • V1-3 CR

Allows individual study and special projects in music under an instructor's supervision. Requires at least 5 hours of consultation with instructor, and a summary paper, performance, or presentation. Credit levels vary with the nature of the project. May be repeated for a maximum of 12 credits. **Prerequisite:** Permission of instructor.

## Network Services & Computing Systems

IBIT (INSTITUTE FOR BUSINESS  
& INFORMATION TECHNOLOGY)

## 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, or completion of ENGL 092 or 093 with a C or better and IT 101, or DMA 107. Students may test out of IT 101.

## NSCOM 202

### CISCO Networking II • 5 CR

Course uses CISCO internetworking hardware to gain hands-on experience in designing and configuring a network. Topics include router components, startup and setup, configuring routers, IOS, TCP/IP addressing, routing protocols, and network troubleshooting. **Prerequisite:** NSCOM 201 with a C or better. Placement by assessment into ENGL& 101, or completion of ENGL 092 or 093 with a C or better.

## NSCOM 203

### CISCO Networking III • 5 CR

Course uses Cisco internetworking hardware to gain hands-on experience in designing and configuring a local area network (LAN). Topics include OSI model, LAN switching, virtual LANs, LAN design, routing protocols, access control lists, Novell Internetwork Packet Exchange (IPX) and network management. **Prerequisite:** NSCOM 202 with a C or better and ENGL& 101 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 with a C or better.

## NSCOM 205

### Cisco CCNA Security • 5 CR

Demonstrates the skills required to develop a security infrastructure, recognize threats and vulnerabilities to networks, and mitigate security threats. Emphasizes core security technologies, installation, troubleshooting and monitoring of network devices to maintain integrity, confidentiality and availability of data and devices, and competency in the technologies. **Prerequisite:** NSCOM 204 with a C or better or current Cisco CCNA or CCNP certification in routing and switching.

## 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:** Placement by assessment into ENGL& 101, or completion of ENGL 092 or 093 with a C or better. **Recommended:** IT 101 or BTS 161.

## 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:**

Placement by assessment into ENGL& 101, or completion of ENGL 092 or 093 with a C or better. **Recommended:** IT 103, NSCOM 201.

## 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 221 at BC 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 at BC 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.

## Neurodiagnostic Technology

HEALTH SCIENCES, EDUCATION  
& WELLNESS INSTITUTE

## NDT 100

### Biomedical Electronics • 2 CR

Introduction to the field of EEG and its use in medicine and surgery. Emphasizes: instrumentation, principles of conversion between analog and digital signals, localization techniques for bipolar and referential montage, and the purpose of bipolar and referential montage. Technical principles in actual operation of a laboratory are introduced in the classroom and applied in the clinical area of EEG. **Prerequisite:**



## 2014-15 Course Descriptions

Acceptance into program. Previously ENDT 100. Either ENDT 100 or NDT 100 may be taken for credit, but not both.

### NDT 101

#### Introduction to EEG • 6 CR

Introduction to the field of EEG and its use in medicine and surgery. Emphasizes: patient hook-up, history taking, and handling of patients. Technical principles in actual operation of a laboratory are introduced in the classroom and applied in the clinical area of EEG. **Prerequisite:** Acceptance into program. Previously ENDT 101. Either ENDT 101 or NDT 101 may be taken for credit, but not both.

### NDT 102

#### Applied Neurophysiology • 5 CR

Advanced neuroanatomy of the central nervous system. Identifies the role of the brainstem in controlling body functions and maintaining equilibrium. Includes functions of the musculoskeletal system. Analyzes the nervous control of cardiac muscles, including the autonomic nervous system. **Prerequisite:** Acceptance into program. Previously ENDT 102. Either ENDT 102 or NDT 102 may be taken for credit, but not both.

### NDT 103

#### Intermediate EEG • 3 CR

Expand knowledge in the field of EEG and its use in medicine and surgery. Emphasizes recognizing normal and abnormal EEGs, including epilepsy, diffuse encephalopathy, and focal brain lesions. Technical principles in actual operation of a laboratory are introduced in the classroom and applied in the clinical area of EEG. **Prerequisite:** NDT 101. Previously ENDT 103. Either ENDT 103 or NDT 103 may be taken for credit, but not both.

### NDT 104

#### Clinical Correlates I • 3 CR

Explores the clinical correlates for EEG, recognizing diseases and syndromes related to EEG, and how they relate to the EEG recording. Previously ENDT 104. Either ENDT 104 or NDT 104 may be taken for credit, but not both.

### NDT 105

#### Advanced EEG • 3 CR

Broaden knowledge of EEG findings in neurological diseases. Emphasizes: assessing and analyzing brain death, neonates, organic brain syndromes and dementias, medication effects and the EEG, and bedside recording. **Prerequisite:** NDT 105. Previously ENDT 105. Either ENDT 105 or NDT 105 may be taken for credit, but not both.

### NDT 106

#### Applied Evoked Potential • 4 CR

Introduction to the fundamentals of evoked potential, including sensory pathways, digital instrumentation, obligate wave forms, and technical reporting. Previously ENDT 106. Either ENDT 106 or NDT 106 may be taken for credit, but not both.

### NDT 120

#### Intermediate EEG Skills • 3 CR

Continuing study of the field of EEG and its use in medicine and surgery. Emphasizes: patient hook-up, history taking, and handling of patients. Technical principles in actual operation of a laboratory are introduced in the classroom and applied in the clinical area of EEG. Previously ENDT 120. Either ENDT 120 or NDT 120 may be taken for credit, but not both.

### NDT 121

#### Advanced EEG Skills • 2 CR

Broadens knowledge of EEG findings in neurological diseases. Emphasizes: assessing and analyzing brain death, neonates, organic brain syndromes and dementias, medication effects and the EEG, and bedside recording. **Prerequisite:** NDT 120. Previously ENDT 121. Either ENDT 121 or NDT 121 may be taken for credit, but not both.

### NDT 130

#### EEG Clinical I • 4 CR

Performance of clinical EEG along with recognizing and understanding the test result displayed. Previously ENDT 130. Either ENDT 130 or NDT 130 may be taken for credit, but not both.

### NDT 131

#### EEG Clinical II • 4 CR

Performance of clinical EEG and evoked potential along with recognizing and understanding the test result displayed. **Prerequisite:** NDT 130. Previously ENDT 131. Either ENDT 131 or NDT 131 may be taken for credit, but not both.

### NDT 132

#### EEG Clinical III • 5 CR

Performance of clinical EEG and evoked potential along with recognizing and understanding the test result displayed. **Prerequisite:** NDT 131. Previously ENDT 132. Either ENDT 132 or NDT 132 may be taken for credit, but not both.

### NDT 200

#### Clinical Correlates II • 3 CR

Explores the clinical correlates for evoked potential, long-term epilepsy monitoring, nerve conduction velocity and intraoperative monitoring, including indications for intraoperative neurophysiological changes and intraoperative monitoring. Classifies pharmacological agents according to their use in the surgical environment. Analyzes the effects of anesthetic agents. **Prerequisite:** NDT 104. Previously ENDT 200. Either ENDT 200 or NDT 200 may be taken for credit, but not both.

### NDT 201

#### NDT Theory I • 3 CR

Introduce other neurodiagnostic recordings used in the neurological area. Emphasizes: polysomnography (sleep disorders) and long-term epilepsy monitoring. Previously ENDT 201. Either ENDT 201 or NDT 201 may be taken for credit, but not both.

### NDT 202

#### NDT Theory II • 3 CR

Introduce other neurodiagnostic recordings used in the neurological area. Emphasizes: nerve conduction velocity testing and intraoperative monitoring. **Prerequisite:** NDT 201. Previously ENDT 202. Either ENDT 202 or NDT 202 may be taken for credit, but not both.

### NDT 203

#### NDT Registry Review • 1 CR

Comprehensive review of theory pertaining to EEG and evoked potential in preparation for the national exams. Reviews resumes, job-seeking skills, and practice skills for employment. **Prerequisite:** NDT 201. Previously ENDT 203. Either ENDT 203 or NDT 203 may be taken for credit, but not both.

### NDT 220

#### NDT Skills I • 2 CR

An introduction to other neurodiagnostic recordings used in the neurological area. Emphasis will be placed on polysomnography (sleep disorders) and long-term epilepsy monitoring. Previously ENDT 220. Either ENDT 220 or NDT 220 may be taken for credit, but not both.

### NDT 221

#### NDT Skills III • 2 CR

Introduce other neurodiagnostic recordings used in the neurological area. Emphasizes: intraoperative monitoring and nerve conduction velocity. **Prerequisite:** NDT 220. Previously ENDT 221. Either ENDT 221 or NDT 221 may be taken for credit, but not both.



**NDT 230****NDT Clinical I • 4 CR**

Performance of EEG and evoked potential with minimal supervision. Observe polysomnography and long-term epilepsy monitoring. Previously ENDT 230. Either ENDT 230 or NDT 230 may be taken for credit, but not both.

**NDT 231****NDT Clinical II • 4 CR**

Performance of EEG and evoked potential with minimal supervision. Observe intraoperative monitoring and nerve conduction velocity testing. *Prerequisite:* NDT 230. Previously ENDT 231. Either ENDT 231 or NDT 231 may be taken for credit, but not both.

**NDT 232****NDT Clinical III • 12 CR**

Performance of EEG, evoked potential, polysomnography, intraoperative, nerve conduction studies, and long-term epilepsy monitoring, all within the clinical setting with minimal supervision. *Prerequisite:* NDT 231. Previously ENDT 232. Either ENDT 232 or NDT 232 may be taken for credit, but not both.

## 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 imaging process. *Prerequisite:* Acceptance into program.

**NMTEC 202****Instrumentation • 2 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. *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****Patient Care in Nuclear Medicine • 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 • 2 CR**

Covers all aspects of positron emission tomography (PET), including basic principles, instrumentation, PET/CT imaging and quality control, quantitation of radiopharmaceutical uptake, clinical indications for PET imaging, biochemistry of fluorodeoxyglucose (FDG), clinical aspects of FDG imaging, new PET radiopharmaceuticals, and issues relating to reimbursement for PET scans. *Prerequisite:* Acceptance into program.

**NMTEC 229****Introduction to Clinical Education • 3 CR**

Provides an introduction to the practice of nuclear medicine 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 include 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 include 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 include 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 include 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. Main emphasis is on identifying organs of the head, neck, chest, abdomen, and pelvis on CT and MR images. **Prerequisite:** Acceptance into the 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 into the program or permission of program chair.

## NMTEC 299

### Independent Study in Nuclear Medicine • V1-12 CR

Provides clinical experience in nuclear medicine technology under the direction of a nuclear medicine technologist, a physician, or a researcher. **Prerequisite:** permission of a program chair.

## Nursing

### HEALTH SCIENCES, EDUCATION & WELLNESS INSTITUTE

## NAC 096

### Nursing Assistant • 7 CR

This non-credit course prepares students for certification as a Nursing Assistant Certified (NAC). The course meets all requirements for lecture, laboratory and clinical components for Nursing Assistant certification. **Prerequisite:** Permission of Instructor. Previously NURS 010. Either NURS 010 or NAC 096 may be taken for credit, but not both.

## NAC 106

### 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 healthcare team, and the communication skills and scope of practice of the nursing assistant. **Prerequisite:** Placement by assessment into ENGL& 101 or permission of instructor. Previously HPRO 116. Either HPRO 116 or NAC 106 may be taken for credit, but not both.

## NAC 107

### Nursing Assistant Technical Skills • 1 CR

Provides students with opportunities to learn and practice 22 client care skills in preparation for the Washington state certification examination as a nursing assistant. **Prerequisite:** permission of instructor. **Recommended:** placement by assessment into ENGL& 101. Previously HPRO 117. Either HPRO 117 or NAC 107 may be taken for credit, but not both.

## NAC 108

### Nursing Assistant Practicum • 2 CR

Provides a total of 66 hours of supervised clinical instruction in both long term care and acute care settings. **Prerequisite:** Permission of instructor and NAC 107. May be concurrently enrolled in NAC 107. **Recommended:** Current CPR card, submit a complete Immunization Status form for BC healthcare students, WA state

background check, and ability to safely lift 50 lbs. Previously HPRO 118. Either HPRO 118 or NAC 108 may be taken for credit, but not both.

## NURS 099

### Nursing Student Success • 1 CR

Designed for first quarter students in the nursing program. Focuses on study and organizational skills, test taking skills and strategies, critical thinking skills, time management, and support to help students succeed in the nursing program.

## 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.

## NURS 100Y

### Foundations of Nursing Skills Lab • 2 CR

This is the lab portion of Nursing Fundamentals. In this class nursing assessment and other fundamental skills like medication administration are learned prior to students' first hands-on experience with clients. **Prerequisite:** Admission to program.

## NURS 100Z

### Foundations of Nursing Clinical • 3 CR

Clinical component for NURS 100X. Students gain experience in rehabilitation facilities correlating with and implementing nursing theory. **Prerequisite:** Acceptance into program.

## 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: 101X and 101Z. **Prerequisite:** NURS 100X and 100Z.

## NURS 101Y

### Nursing Care of the Adult Client Skills Lab • 1 CR

A variety of acute care nursing skills provide baseline competency prior to entry into acute care clinical facilities. Students learn hands-on nursing skills and have the opportunity to practice and perform demonstrations. **Prerequisite:** N100X, N100Y, N100Z.

**NURS 101Z****Nursing Care of the Adult Client I Clinical • 5 CR**

Clinical component for NURS 101X. Students gain experience in health agencies correlating with and implementing nursing theory. *Prerequisite:* NURS 100X and 100Z.

**NURS 102X****Nursing Care of the Adult Client II • 6 CR**

The second of three medical/surgical courses focusing on acute and chronic health dysfunctions. Students gain clinical experience in acute-care settings. Course consists of two components: NURS 102X and 102Z. *Prerequisite:* NURS 101X and 101Z.

**NURS 102Y****Nursing Care of the Adult Client II Skills Lab • 1 CR**

A variety of acute care nursing skills provide baseline competency prior to entry into acute care clinical facilities. Students learn hands-on nursing skills and have the opportunity to practice and perform demonstrations and simulation. *Prerequisite:* NURS 101X, NURS 101Y, and NURS 101Z.

**NURS 102Z****Nursing Care of the Adult Client II Clinical • 5 CR**

Clinical component for NURS 102X. Students gain experience in health agencies correlating with and implementing nursing theory. *Prerequisite:* NURS 101X and 101Z.

**NURS 110X****Nursing Fundamentals Theory • 7 CR**

Introduces relevant theoretical concepts related to fundamentals of nursing practice, such as nursing process, ethical and legal framework for nursing practice, pharmacological principles, biological and sociocultural concepts related to meeting basic needs and health issues across the lifespan. *Prerequisite:* Acceptance into program.

**NURS 110Y****Nursing Fundamentals Skills Lab • 2 CR**

A variety of fundamental nursing skills, including physical assessment, medication administration, and IV therapy provide baseline skills prior to entry into the clinical facilities. Students learn hands-on nursing skills and have the opportunity to practice and perform return demonstrations. *Prerequisite:* NURS 110Y

**NURS 110Z****Nursing Fundamentals Clinical • 3 CR**

Students develop cognitive, psychomotor, assessment, and communicative skills to meet the biological, physiological, and psychosocial

needs of the client. Students gain clinical experiences in rehabilitation and extended-care facilities. *Prerequisite:* NURS 110X and NURS 110Y.

**NURS 111X****Acute Care Nursing I Theory • 6 CR**

The first of four medical-surgical courses focusing on acute and chronic health dysfunctions in the adult client. These include nursing and pharmacological management of clients with a variety of medical and surgical diagnosis. *Prerequisite:* NURS 110X.

**NURS 111Y****Acute Care Nursing I Skills Lab • 2 CR**

A variety of acute care nursing skills provide baseline competency prior to entry into acute care clinical facilities. Students learn hands-on nursing skills and have the opportunity to practice and perform demonstrations. *Prerequisite:* NURS 111X and NURS 110Y.

**NURS 111Z****Acute Care Nursing I Clinical • 5 CR**

Clinical component for NURS 111X. Students gain experience in a medical-surgical acute-care facility correlating theory instruction and implementing nursing process. *Prerequisite:* NURS 110Z and 111Y.

**NURS 112X****Acute Care Nursing II Theory • 2 CR**

The second of four medical-surgical courses focusing on acute and chronic health dysfunctions in the adult client. These include nursing and pharmacological management of clients with a variety of medical and surgical diagnosis. *Prerequisite:* NURS 111X.

**NURS 113X****Acute Care Nursing III Theory • 4 CR**

"The third of four medical-surgical courses focusing on acute and chronic health dysfunctions in the adult client. These include nursing and pharmacological management of clients with a variety of medical and surgical diagnosis. *Prerequisite:* NURS 110X, 111X and 112X.

**NURS 113Z****Acute Care Nursing III Clinical • 5 CR**

Clinical component for NURS 113X. Students gain experience in a medical-surgical acute-care facility correlating theory instruction and implementing nursing process. *Prerequisite:* NURS 113X and NURS 111Z.

**NURS 114X****Gerontology Nursing • 1 CR**

This course covers the biological, psychosocial, cultural, and environmental challenges associated with aging and the geriatric client. Awareness of these changes and challenges assists the student to effectively plan, negotiate, and implement client-specific strategies of care. *Prerequisite:* NURS 113X.

**NURS 198****Independent Study Clinical • 1-6 CR**

This is an independent study course where students can engage in clinical experiences to meet learning outcomes that have been determined by student and instructor. *Prerequisite:* Permission of Associate Dean of Nursing.

**NURS 199****Independent Lab • 1 CR**

This is an independent nursing lab class where students can review and practice nursing skills learned in the nursing program. *Prerequisite:* admission to the nursing program.

**NURS 217X****Gerontology Nursing • 3 CR**

This course explores the process of aging. Physiological, psychological, sociocultural, ethical, and legal aspects of aging are examined within the context of the family and society. A focus will be on promoting healthy aging. Use of evidence based research findings and assessment tools will be utilized in the course. *Prerequisite:* Admission to the program or permission of Associate Dean of Nursing.

**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:* NURS 102X and NURS 102Z, and completion of either N221X or N221Z.

**NURS 220Y****Maternal and Child Health Nursing Skills Lab • 1 CR**

A variety of maternity and pediatric acute care nursing skills provide baseline competency prior to entry into the maternity and pediatric care clinical facilities. Students learn hands-on nursing skills and have the opportunity to practice and perform demonstrations and simulation. *Prerequisite:* NURS 221Z.



## NURS 220Z

### Maternal/Child Health Nursing Clinical • 4 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:** N102X and N102Z, and completion of either N221 or N221Z.

## NURS 221X

### Behavioral Health Nursing • 5 CR

Focuses on the nurse's therapeutic role in maintaining and enhancing mental health. Students learn to meet the needs of clients with challenged emotional and/or cognitive abilities that impair their day-to-day functioning. **Prerequisite:** NURS 102X and 102Z.

## NURS 221Z

### Behavioral Health Clinical • 4 CR

Provides experience in acute inpatient psychiatric facilities and various community-based mental health programs. Students practice the nursing process in providing client-centered care. **Prerequisite:** NURS 102X and 102Z.

## 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:** NURS 220X, 220Z, 221X, and 221Z.

## NURS 222Z

### Transition to Professional Nursing Practice Clin • 6 CR

Provides clinical experience in advanced medical/surgical nursing. Topics include nursing organizations, legal and ethical considerations in nursing and professional licensing. Community-based experience with the older population is also included. **Prerequisite:** NURS 220X, 220Z, 221X, and 221Z.

## NURS 230X

### Mental Health Nursing Theory • 6 CR

Focuses on the nurse's therapeutic role in maintaining and enhancing mental health. Students learn to meet the needs of clients with challenged emotional and/or cognitive abilities that impair their day-to-day functioning. **Prerequisite:** NURS 114X and NURS 113Z.

## NURS 230Z

### Mental Health Nursing Clinical • 4 CR

Clinical component for NURS 230X. Students gain experience in a mental health acute care and outpatient facilities, correlating theory instruction and implementing nursing process. **Prerequisite:** NURS 114X and NURS 113Z.

## NURS 231X

### Pediatric Nursing Theory • 4 CR

Focuses on the normal growth and development of the child from birth through adolescence. Students learn principles of care of the ill child focusing on adaptation and health maintenance. **Prerequisite:** NURS 230X.

## NURS 231Y

### Pediatric Nursing Skills Lab • 1 CR

A variety of acute-care pediatric nursing skills provide baseline competency prior-entry into acute-care pediatric clinical facilities. Students learn hands-on pediatric nursing skills and have the opportunity to practice and perform return demonstrations. **Prerequisite:** NURS 230X and NURS 230Z.

## NURS 231Z

### Pediatric Nursing Clinical • 3 CR

Includes community-based clinical observation as well as in-hospital experience in delivery of care of ill children and their families. **Prerequisite:** NURS 230X and NURS 230Z.

## NURS 233X

### Maternal Newborn Nursing Theory • 3 CR

This course focuses on women's health promotion and maintenance and family-centered nursing care of the maternal and newborn populations. Students learn how to promote health maintenance, provide preventive care, and manage complications through the antepartum, intrapartum and postpartum periods of childbirth. **Prerequisite:** NURS 231X and NURS 231Z.

## NURS 233Z

### Maternal Newborn Nursing Clinical • 1 CR

This course focuses on clinical observations, as well as in-hospital experience in labor/delivery, mother/baby care, and the care of pregnant mother and newborn. **Prerequisite:** NURS 231X and NURS 231Z.

## NURS 234X

### Professional Role Transitions Theory • 6 CR

This is 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. **Prerequisite:** NURS 233X and NURS 233Z.

## NURS 234Y

### Professional Role Transitions Skills Lab • 1 CR

Students maintain competency of all nursing skills previously learned and have the opportunity to practice and perform return demonstrations. Variety of clinical simulations performed using a high velocity simulation mannequin. **Prerequisite:** NURS 230Z, 231Z and 233Z.

## NURS 234Z

### Professional Role Transitions Clinical • 6 CR

Provides clinical experience in advanced medical-surgical nursing in a variety of acute care facilities. **Prerequisite:** NURS 234X.

## NURS 290

### Global Health and Nursing • 5 CR

Focuses on global health care within the domain of community health nursing and culturally competent practice. Provides students an opportunity to apply community health concepts in an international environment: gaining experience in diverse health care settings and participating in a community nursing health project. **Prerequisites:** NURS 100X and NURS 100Z, NURS 101X and NURS 101Z.

## NURS 301

### Transitions to Baccalaureate Nursing • 3 CR

This bridge course provides the conceptual background and essential skills for success in a baccalaureate nursing program and the professional nursing role. Course covers: critical thinking, scholarly writing, communication and leadership skills at the BSN level, as well as the relationship between research, theory, and evidence-based practice. Students will conduct a reflective analysis of life-long learning goals. **Prerequisites:** Acceptance into BSN program, graduated from state approved associate degree nursing program, and passed NLCEX.

## NURS 310

### Scholarly Inquiry in Nursing • 5 CR

This course examines the nature of inquiry, basic research concepts, language and processes. Content and process will focus on how research contributes to the development of nursing knowledge, improves nursing practice, and enhances professional development and professional accountability. Qualitative and quantitative research methods are compared. Students will critically appraise and interpret nursing research studies in order to enhance their understanding of the research process. Ethical and legal rights of human subjects are explored. Students will explore the considerations of nursing research related to diverse



populations. **Prerequisites:** Acceptance into BSN program, associate degree in nursing from state approved program, and passed NLCEX.

### NURS 350

#### Perspectives in Global Health • 5 CR

This is an elective course that continues to build upon the community health experience with the ability to apply concepts from community and global health in an international environment. This course expands the focus of the 200 level global health course offered in the ADN program. **Prerequisite:** Acceptance into the BSN program.

### NURS 366

#### Nursing Ethics • 1 CR

This course focuses on the application of bioethical principles in nursing practice. Students will evaluate moral values and ethical principles from a nursing perspective. Ethical models in nursing will underpin topics presented in Philosophy 365. Topics may include: the nature of the provider-patient relationship, patient decision-making and advocacy, life-sustaining treatments, reproductive issues, euthanasia and physician-assisted suicide, and research ethics. **Prerequisites:** Admission to BSN program and concurrent enrollment in PHIL 365.

### NURS 390

#### Nursing Management • 3 CR

This course focuses on the development of management skills assumed by professional nurses, including delegation of responsibilities, networking, group facilitation, conflict resolution, case management and collaboration. Management and organizational theories and concepts are studied, evaluated and applied. Concepts addressed include organizational structure, change, managing quality and performance, workplace diversity, budgeting and resource allocation, and delivery systems. **Prerequisites:** Acceptance into BSN program, associate degree in nursing from state approved program, and passed NLCEX.

### NURS 401

#### Nursing Leadership • 3 CR

Course covers the analysis, integration and application of leadership principles in health care organizations and population-based efforts across the health care delivery system. The focus is on interaction and socialization into the professional leadership role. Emphasis is placed on practical skills needed for nurses to succeed as leaders in today's local, state, national, and global health care environment. **Prerequisite:** Acceptance into the BSN program.

### NURS 402

#### Leadership Practicum • 3 CR

This course is designed to provide a mentored nursing leadership practicum that offers the opportunity to integrate knowledge of nursing, leadership and management in a selected healthcare related organization. Learning needs are identified and personal objectives are negotiated with a mentor, emphasizing preparation for advanced leadership and management responsibilities. Practicum seminars focus on current nursing leadership/management issues in a variety of health care environments. **Prerequisite:** Acceptance into the BSN program.

### NURS 410

#### Community and Public Health Nursing • 5 CR

This course focuses on the principles, theories, and concepts of community and public health utilized in the role of the professional nurse in community oriented and population focused nursing practice. Analysis, application and evaluation of nursing interventions that include: disease prevention and health promotion, protection and maintenance within the context of family and community partnerships. Evidence-based practice for the health of individuals, families, aggregate populations, communities and systems on a local to global scale is examined. Analyzes epidemiological, environmental, economic, and socio-cultural issues that impact local, national and global healthcare delivery and functional status. **Prerequisite:** Acceptance into the BSN program.

### NURS 411

#### Community and Public Health Nursing Clinical I • 3 CR

This course provides the opportunity for students to apply family and community nursing theory and nursing process to work collaboratively with families and communities in the process of assessment. Students will utilize tools of data collection and analysis to develop a collaborative plan to meet identified needs. **Prerequisite:** Acceptance into the BSN program.

### NURS 412

#### Community and Public Health Nursing Clinical II • 2 CR

Students apply community and population focus health concepts to develop and implement nursing interventions in a community health nursing project that will address identified problems/needs for groups in the community setting. Group work, field experience and project development provide analysis, application and evaluation of community and population

focused nursing processes. **Prerequisite:** Acceptance into BSN program and NURS 410 and NURS 411.

### NURS 450

#### Nursing Health Information Technology • 3 CR

This course is an introduction to health information systems and informatics concepts encountered in healthcare settings. The course is designed to enable students to use information management and patient care technologies to deliver safe and effective care to diverse patient populations in a variety of settings. Students will explore the nurse's role in implementing advanced technology and identifying the impact of health information systems. **Prerequisite:** Acceptance into the BSN program.

### NURS 451

#### Nursing Health Information Technology Practicum • 3 CR

This course is designed to provide a mentored nursing informatics practicum that offers the opportunity to integrate knowledge of nursing with the application of health care information technology and informatics. Learning needs are identified and personal objectives are negotiated with a mentor, emphasizing preparation for the role of the nurse in the health IT environment. Students will have a "hands-on" experience in healthcare information technology while working with a mentor. Practicum seminars focus on current issues in healthcare technology and implementation and management of technology in a variety of healthcare environments. **Prerequisite:** Acceptance into BSN program and NURS 450.

### NURS 490

#### BSN Senior Portfolio • 1 CR

The senior nursing portfolio project is a purposeful collection of materials that documents the student's academic and professional development throughout the RN-BSN program. The portfolio is designed to foster student empowerment through analysis and critique of one's own work and self-awareness through reflection and self-evaluation. It serves as a method of measuring achievement of course and program outcomes. **Prerequisite:** Acceptance into BSN program and NURS 410, 411, and 412.

## Nutrition

### SCIENCE DIVISION

#### NUTR 100

##### Survey of Nutrition • 5 CR

A scientific view of human nutrition. Topics include digestion, absorption and nutrient requirements for healthy living, use of food additives, food fads and diets, food safety and world hunger.

#### NUTR& 101

##### Nutrition • 5 CR

Study of human nutrition and health. Topics include digestion, absorption and processing nutrients in the body; chemistry and functions of the major nutrients: carbohydrates, fat, protein; vitamin and mineral functions; food, culture and diet, energy balance, diet and metabolism; fitness and health; nutrition of the life cycle, food safety and local and world hunger issues. **Prerequisite:** BIOL& 160 or CHEM& 121 or concurrent enrollment in BIOL& 160. Previously NUTR 130 Nutrition and the Human Body.

## Occupational and Life Skills (OLS)

### SELECTIVE DEGREE PROGRAM

#### OLS 100

##### Nutrition Health & Fitness I • 2 CR

Examines the concept of a balanced diet, exercise and health, wellness and food safety. Nutritional models are presented to allow the student to understand and build a healthy lifestyle. **Prerequisite:** OLS 107, 110, and 111 and Acceptance into the program.

#### OLS 101

##### Nutrition Health and Fitness II • 2 CR

Builds upon the concepts taught in OLS 100 to develop personal health and wellness that lead to a healthy lifestyle. Personal plans are developed and implemented. **Prerequisite:** OLS 100 and Acceptance into the program.

#### OLS 102

##### Human Sexuality • 2 CR

Explores sexual attitudes, beliefs, and stereotypes within the context of the students immediate environment. Students examine adult lifestyles, sexual relationships, reproduction, and responsible sexual behavior. **Prerequisite:** OLS 107, 110, 111 and Acceptance into the program.

#### OLS 104

##### Disability Awareness • 2 CR

Designed to increase awareness of different types of disabilities within our community. Individuals reflect upon their own disability and when and how to disclose this information. **Prerequisite:** OLS 110, 143, 170 and Acceptance into the program.

#### OLS 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.

#### OLS 106

##### Communication in the Workplace • 2 CR

Communication in the workplace is unique to the environment. Understanding the use of assertive language, how to manage a conflict, solve a problem, and job finding skills are all related to being an effective communicator. Career networking is introduced. **Prerequisite:** OLS 105 and Acceptance into the program.

#### OLS 107

##### Healthy Relationships • 2 CR

Explores healthy and unhealthy relationships emphasizing strategies to maintain a healthy relationship in various environments. Disability disclosure in social situations is discussed. Students learn strategies to manage conflict. **Prerequisite:** Acceptance to the program and OLS 110.

#### OLS 110

##### Learning Strategies • 2 CR

Presents different learning modalities and personal styles to articulate learning needs to others. Covers basic skills such as time management and organization. Students use templates and processes for effective reading and writing practices. **Prerequisite:** Acceptance into the program.

#### OLS 111

##### Learning Strategies in the College Environment • 2 CR

Covers specific methods of note taking, actively reading, researching information, writing research papers, presenting and producing effective writing and incorporating personal learning styles for success. Academic disclosure is discussed. **Prerequisite:** OLS 110 and Acceptance into the program.

#### OLS 112

##### News and Daily Living • 3 CR

Discusses the types of news and how it effects your daily life. Covers the correlation between reality and representation and how various points of view enter into the elements of news and applying it into an article. **Prerequisite:** OLS 110, 111, 140, 141 and Acceptance into the program.

#### OLS 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, 111, and 112 or permission of instructor.

#### OLS 114

##### Critical Thinking through Media • 2 CR

Explores how media advertising works and why it is so successful with consumers. Analyzes the way buyers are influenced. Takes advertising and correlates it into purchase choices and personal attitudes. **Prerequisite:** OLS 110, 111, 112, 113 and Acceptance into the program.

#### OLS 120

##### Personal Finance I • 2 CR

First course in the personal finance series. Students participate in developing a foundation of money management, the use of finance tools, and skills necessary for independent financial success. **Prerequisite:** OLS 110, 111, 140, 141 and acceptance into the program.

#### OLS 121

##### Personal Finance II • 2 CR

Second course in the personal finance series. Students participate in compiling a spending journal, reflecting on wants and needs that develop into a personal budget. Covers basic financial concepts, safe practices when buying an item online, use of a credit or debit card, and using a savings account. **Prerequisite:** OLS 120, 141 and Acceptance into the program.

#### OLS 122

##### Personal Finance III • 2 CR

Third course in the personal finance series. Students participate in hands-on activities including creating and using their own budget and balancing accounts. Examines use of credit cards, money scams, and paycheck information. Focus is on applying personal money management knowledge in real and simulated situations to improve how to view and handle money. **Prerequisite:** OLS 120, 121 and Acceptance into the program.

**OLS 123****Environment & Our Community I • 2 CR**

First in a three course series that address our impact on the Puget Sound, the dynamic nature of the physical environment and how people's interactions shape the world around us. Critical thinking and problem solving are used to determine sense of space. *Prerequisite:* OLS 110, 111, 130 and acceptance to the program.

**OLS 124****Environment & Our Community II • 2 CR**

Second in a three course series. Continues to builds awareness of the Puget Sound by engaging students in the pressing issues facing our communities. *Prerequisite:* OLS 123 and acceptance to the program.

**OLS 125****Environment & Our Community III • 2 CR**

Third in a three course series focusing on individual connection to place. Students explore their own relationship to the Puget Sound through the lens of service and volunteerism identifying ways they can contribute to the environmental movement. *Prerequisite:* OLS 124 and acceptance to the program.

**OLS 126****Cultural Awareness • 2 CR**

Increases cultural awareness both locally and globally. Students begin by reflecting on their own culture and examine how cultural diffusion effects the lens in which they see the world. Students explore how culture, gender, race, politics, and religion shape their lives and the importance of diversity. *Prerequisite:* OLS 111, 113, 114 and acceptance to the program.

**OLS 130****Critical Thinking through Science • 2 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.

**OLS 134****Social Change in America • 2 CR**

Students examine cases of social change to understand how and why change occurs. Students identify and issue and make a plan to initiate or continue with others toward social change in their community. *Prerequisite:* OLS 111, 113, 114 and Acceptance into the program.

**OLS 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.

**OLS 140****Introduction To Computers • 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.

**OLS 141****Computer Fundamentals • 2 CR**

Builds on material in OLS 140 with Microsoft Word, PowerPoint, Excel and Outlook. Includes resumes and cover letters and professional versus personal computer use. *Prerequisite:* OLS 140 or permission of instructor.

**OLS 142****Computer Applications in the Workplace • 3 CR**

Expands on Word, PowerPoint, Excel and Outlook material covered in OLS 141. Introduces Photoshop and basic publishing applications. *Prerequisite:* OLS 140 and 141 and Acceptance into the program.

**OLS 143****Career Portfolio • 2 CR**

Students begin developing a career portfolio based on courses taken, adding to the document throughout the program identifying personal values and strengths. The information is used to begin a career pathway setting an initial career goal. *Prerequisite:* OLS 105, 106, 110 and 111 and Acceptance into the program.

**OLS 144****Office Procedures and Customer Service • 2 CR**

Covers basic office skills includes filing, faxing, copying, answering telephones, and handling money and customer service skills focusing on the interaction with others and handling conflict. *Prerequisite:* OLS 106, 111, 141, 174 and Acceptance into the program.

**OLS 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.

**OLS 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.

**OLS 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.

**OLS 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.

**OLS 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.



## 2014-15 Course Descriptions

### OLS 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.

### OLS 158

#### Introduction to the Theatre • 2 CR

Explores the theatre experience from a variety of perspectives, including the audience, the playwright, the actor, the designer, and the director. Attendance at a performance on campus is required. **Prerequisite:** Entrance to the program.

### OLS 159

#### Introduction to Acting • 2 CR

Introduces the basic techniques and tools used by the actor. Moving from improvisation to scene work, students learn warm ups, theatre games, vocal physical and emotional awareness, listening skills, and beginning textual analysis using objectives, obstacles and tactics. **Prerequisite:** Entrance to the program.

### OLS 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.

### OLS 161

#### Visual Thinking II • 2 CR

Continues and builds upon concepts covered in OLS 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:** OLS 160 or permission of instructor.

### OLS 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.

### OLS 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.

### OLS 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.

### OLS 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.

### OLS 166

#### Music Appreciation • 2 CR

Music is a key element of all cultures across space and time. Designed to give students an appreciation for how the finer elements of music are deeply shaped by the culture of technology and time. Offers critical thinking skills and an appreciation for multiple perspectives. **Prerequisite:** Acceptance into the program.

### OLS 170

#### Self Determination • 2 CR

Using strengths, skills, and accomplishments students assess personal needs and accommodations. Includes effective assertive communication to have needs and accommodations considered or met. Students set measurable goals and develop an action plan. **Prerequisite:** OLS 105, 110 and Acceptance into the program.

### OLS 171

#### Self Determination in the Workplace • 2 CR

Presents methods for advocating for yourself in a professional environment during an interview, how to ask for accommodations, and ask for help as needed. Includes interviewing skills both in group and one on one situations. Covers

basic knowledge of ADA, labor laws, unions, and OSHA. **Prerequisite:** OLS 106, 111, 170, 174, and Acceptance into the program.

### OLS 172

#### Workplace Problem Solving • 2 CR

Applies problem solving techniques and strategies to various workplace situations to help students handle any difficulties. Also covers resumes, cover letters and job searching techniques. **Prerequisite:** OLS 106, 111, 174 and Acceptance into the program.

### OLS 174

#### Career Exploration • 3 CR

Continues OLS 143. Develops a career pathway from information gathered through research, career assessments, job clusters from testing results, and job site observations. Specific career goals are set with measureable outcomes. **Prerequisite:** OLS 106, 111, 143 and Acceptance into the program.

### OLS 175

#### Field Experience I • 4 CR

Combines practical work experience with course objectives. Focuses on strengthening time and task management skills, clear and professional communication and utilizing job search resources. Students are required to participate in no less than nine hours per week at their internship site. **Prerequisite:** OLS 171, 172, 174 and Acceptance into the program.

### OLS 176

#### Field Experience II • 4 CR

Examines and discusses participation and communication in the integrated internship experience. Focuses on workplace problem solving, practicing job search, practical interview techniques and portfolio assembly. Students are required to participate in no less than nine hours per week at their internship site. **Prerequisite:** OLS 171, 172, 174, 175 and Acceptance into the program.

### OLS 177

#### Workplace Readiness • 2 CR

Presents skills needed to participate professionally in the workforce. Includes securing an internship site and examines and updates professional publications. Students discuss and construct a professional network, and examine and experience current interviewing styles. Interviews are scheduled and conducted. **Prerequisite:** OLS 106, 171, 174 and Acceptance into the program.



**OLS 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:* OLS 170, 171, 172 and acceptance into the program.

**OLS 180****Individual Study • 2 CR**

Students develop a plan with a faculty advisor that includes further education, learning objectives, worksite experiences or activities, and evaluation specific to their career pathway. *Prerequisite:* OLS 106, 171, and OLS 174, and permission of program manager.

**OLS 199****Individual Study in Occupation and Life Skills 1-2 CR**

Students develop a plan with a faculty advisor that includes further education, learning objectives, worksite experiences or activities, and progress and evaluation specific to their career pathway. *Prerequisite:* OLS 106, 171, 174 and acceptance into the program.

**Oceanography****SCIENCE DIVISION****OCEA & 101****Introduction to Oceanography w/ Lab • 6 CR**

Introduces physical and chemical oceanography, marine biology, and plate tectonics. Students also discuss environmental issues. Format includes lab work and/or field studies. Fulfills laboratory science course requirement at BC.

**OCEA 110****Environmental Oceanography • 5 CR**

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. Examined in the context of the innate relationship between humans and the sea. Same as ENVS 110. Either OCEA 110 or ENVS 110 may be taken for credit, not both.

**OCEA 199****Individual Studies in Oceanography • V1-5 CR****Parent Education****HEALTH SCIENCES, EDUCATION & WELLNESS INSTITUTE****PARED 011****Parent & Infant Lab • 3 CR****PARED 012****Toddler Observation Lab • 3 CR****PARED 013****Child Study Lab • 3 CR****PARED 014****Child Study Lab • 3 CR****PARED 015****Child Study Lab • 3 CR****PARED 016****Creative Activity Lab • 3 CR****PARED 021****Parent & Infant Lab • 3 CR****PARED 022****Toddlers • 3 CR****PARED 023****Child Study Lab • 3 CR****PARED 024****Child Study • 3 CR****PARED 025****Child Study • 3 CR****PARED 026****Creative Development • 3 CR****PARED 031****Parent & Infant Lab • 3 CR****PARED 032****Child Study • 3 CR****PARED 033****Child Study • 3 CR****PARED 034****Child Study • 3 CR****PARED 035****Child Study • 3 CR****PARED 036****Creative Activity • 3 CR****PARED 065****Special Topics in Parent Education • 1 CR****PARED 135****Special Topics in Parent Education • V1-5 CR**

Studies selected topics or special seminars in parent education.

**PARED 136****Parent Education for Parents of Young Children • 2 CR**

Focuses on the parent role in nurturing and understanding the development of their young child. Provides opportunities for parents to build skills that contribute to the healthy growth and development of their child.

**PARED 294/295/296/297****Special Topics in Parent Education • V1-5 CR**

Studies selected topics in the field of parent education. Emphasis on teaching and learning strategies, curriculum development, and adult learning theory.

**Philosophy****ARTS & HUMANITIES DIVISION**

The Philosophy Department offers a wide variety of courses suitable for general education, personal interest, and transfer purposes. Introduction to Logic and Critical Reasoning fulfill the A.A.S Basic Skills requirement for Quantitative and Symbolic Reasoning. Students pursuing an Associate in Arts and Science transfer degree may elect to complete an "academic concentration" in Philosophy by completing 20 credits in the concentration discipline. *Please Note:* students may apply only five credits from the concentration discipline to Basic Skills and distribution requirements. The remaining 15 credits will apply as electives.

A diverse faculty having a wide range of specialties and fields of interest teach our courses. In addition, the department offers both a tutoring service and a philosophy club, the latter hosting debates, lectures, and other presentations. For more information, please contact the Philosophy Department or visit their website at [www.bellevuecollege.edu/philosophy/](http://www.bellevuecollege.edu/philosophy/).

**PHIL& 101****Introduction to Philosophy • 5 CR**

This course introduces some current and traditional problems in philosophy (e.g. the nature of reality, the justification of knowledge, the nature of mind, morality, aesthetic experience). Students examine the diverse views and arguments and develop basic philosophy skills including critical reasoning and conceptual analysis.

## 2014-15 Course Descriptions

### 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 BC.

### PHIL 112

#### Introduction to Social Philosophy • 5 CR

Introduces fundamental social and political theories, such as Mill's libertarianism and Rawls's social contract theory. Students also examine concepts of liberty, justice, civil disobedience, democracy, and political rights.

### PHIL& 115

#### Critical Thinking • 5 CR

An informal, non-symbolic introduction to logic and critical thinking emphasizing real-life examples, natural language applications, and the informal logical fallacies.

### PHIL& 120

#### Symbolic Logic • 5 CR

Introduction to modern symbolic logic emphasizing sentence logic with translation and proofs and quantificational logic with translation and proofs. **Prerequisite:** Placement by assessment into MATH 099, or completion of MATH 098 with a C or better.

### PHIL 122

#### Environmental Ethics • 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 BC.

### PHIL 145

#### Eastern Philosophy • 5 CR

Introduces the philosophical traditions of India, China, and Japan. Students explore concepts of value, self, reality, social/political philosophy, aesthetics, and religion in Hinduism, Jainism, Buddhism, Confucianism, Taoism, and other traditions.

### PHIL 160

#### Philosophy of Science • 5 CR

Surveys various approaches to scientific thought, using examples from the history of science and philosophy. Students look critically at concepts

of scientific method, scientific laws, casualty, determinism, indeterminism, pseudo-science, and prediction/confirmation/induction.

### PHIL 194/195/196/197

#### Special Topics in Philosophy • V1-5 CR

Covers supplemental or unusual topics related to Philosophy. Topics are announced in the quarterly class schedule.

### 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. Either PHIL 201 or POLS 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 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. Either PHIL 248 or CJ 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. Either PHIL 260 or 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 294/295/296/297

#### Special Topics in Philosophy • V1-5 CR

Covers supplemental or unusual topics related to Philosophy. Topics are announced in the quarterly class schedule.

### 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

Examine ethical issues that arise in healthcare, such as provider-patient relations, death and dying, reproductive issues, human and animal experimentation, and bioethics and public policy. Offers the knowledge and skills needed to research, analyze, and evaluate positions taken on these or related issues. Special attention is paid to the practical use of ethics in clinical practice and in public society. **Prerequisite:** Acceptance to the program or permission of instructor.

### PHIL 375

#### Ethical Issues in Information Technology • 5 CR

Investigates ethical problems relating to information technology through ethical theory and case studies. Involves in-depth and original research and discussion of ethical issues including privacy, control of information and intellectual property rights. Designed for students in four-year Information Technology degree programs at Bellevue College. **Prerequisite:** Acceptance to the program or permission of the instructor.

## Physical Education

### HEALTH SCIENCES, EDUCATION & WELLNESS INSTITUTE

A double asterisk (\*\*) indicates a Physical Education activity course. The one-credit activity PE courses may be repeated for a maximum of 2 credits.

#### PE 103\*\*

##### Co-Ed Aerobics • 1-2 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\*\*

##### Hiking & Orienteering • 1 CR

Introduction to hiking 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. *Recommended:* Participants need to be able to walk 3-4 miles at a sustained pace.

#### 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.

#### 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 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 124\*\*

##### Intermediate Rock Climbing • 1 CR

Introduces experienced climbers to skills necessary for sport lead climbing. Site assessment, lead climbing equipment, rappel techniques and safety issues will be discussed. *Prerequisite:* PE 114 or permission of instructor.

#### 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.

#### 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.

## 2014-15 Course Descriptions

Includes eskimo roll, chart reading, marine weather radio communications, and basic strokes.

### PE 131\*\*

#### Intermediate Yoga • 1 CR

Introduces intermediate and advanced yoga techniques to increase balance, core strength, flexibility, and joint stability. Provides intermediate yoga students with a supportive environment to go into more depth in their yoga skills and expand their knowledge and experience of advanced options. **Recommended:** PE 105.

### 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 159\*\*

#### Basic Acting Movement • 3 CR

Concentrates on tuning the actor's body. Students gain fluidity, flexibility, and agility and develop specific skills such as stage fights and mime. Students practice dramatic situations incorporating both character work and strenuous physical activity. Same as DRMA 159. Either PE 159 or DRMA 159 may be taken for credit, not both.

### PE 194/195/196/197

#### Special Topics in Fitness • V1-3 CR

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

### 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 211

#### Fitness Assessment • 2 CR

Developing skills for methods of assessment of body composition, cardio-respiratory fitness, flexibility, and muscular strength/endurance.

### 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 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 BC 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 239

#### Outdoor Leadership • 4 CR

Leadership styles and techniques in outdoor education will be explored. Students develop conflict resolution, emotional management and task balancing skills while developing a greater understanding of group dynamics. Risk management issues including recognizing hazards, decision making, site evaluation, accessibility and back country first aid requirements will also be discussed. **Recommended:** HLTH 260.

### 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 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 267****Applied Kinesiology • 4 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 294****Special Topics in Physical Education • V1-10 CR****Physics****SCIENCE DIVISION****PHYS& 100****Physics – Basic Concepts • 5 CR**

Motion is one of the most familiar aspects of the natural world, but it can be surprisingly difficult to analyze. Through observation, activities, and classroom presentations, students study particles (e.g. baseballs, automobiles) and waves (e.g. sound and water waves) to learn the concepts and skills needed to study motion. Applies wave particle duality to explain the motion of electrons. *Prerequisite:* MATH 099.

**PHYS 104****Discoveries in Physics • 6 CR**

Introduces physical reasoning and basic concepts in physics. Hand-on activities demonstrate fundamental concepts in geometric optics, electricity, and motion. Designed for students with little or no previous physics. Appropriate for general students including those preparing for PHYS 114 and K-12 teachers. Not sufficient preparation for PHYS 121. *Prerequisite:* MATH 099.

**PHYS 105****Light and Color • 6 CR**

Through hands-on investigation students discover the fundamental physics of light and color including geometric optics, lenses and mirrors, and human vision including color perception. Students will apply course principles to explain natural and human made visual

phenomena in their environment and learn how to create desired effects in fields employing visual arts. *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 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 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 or permission of instructor.

**PHYS 123****General Engineering Physics III • 6 CR**

Third in a three-course survey of physics for science and engineering majors. Course presents fundamental principles of oscillating systems and wave phenomena, including optics, simple harmonic motion, waves, sound, light, optical instruments, interference, diffraction, and polarization. Conceptual development and problem solving have equal emphasis. Laboratory work presents methods of experimental analysis (modeling, errors, graphical analysis, etc.) and prepares students for upper-division research. *Prerequisite:* PHYS 122.

**PHYS 199****Individual Studies in Physics • V1-5 CR**

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

**PHYS 225****Modern Physics • 5 CR**

Presents the special theory of relativity, key phenomena, and experiments of modern physics that led to a break from classical views. Includes an introduction to quantum mechanics. Research based active engagement, pedagogical methods and hands on activities assist conceptual development. *Prerequisite:* MATH& 153 or MATH& 254 and PHYS 123. *Recommended:* MATH 238 or concurrent enrollment.

**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

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

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

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

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

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

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

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 or AMST 160 may be taken for credit, not both.

#### POLS 175

##### Contemporary Global Issues • 5 CR

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.

#### POLS 194/195/196/197

##### Special Topics in Political Science • V1-10 CR

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

#### POLS 198

##### Seminar in Political Science • V1-10 CR

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

#### POLS 199

##### Individual Studies in Political Science • V1-10 CR

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

#### POLS 201

##### Introduction to Political Philosophy • 5 CR

Examines the values and assumptions underlying governments and political systems. Students discuss philosophical issues behind international conflicts and cooperation in the present world. Same as PHIL 201. Either POLS 201 or PHIL 201 may be taken for credit, not both.

#### POLS& 202

##### American Government • 5 CR

Analyzes constitutional government in America in terms of the theory and practices of democracy. Students investigate issues of individual rights, popular representation, and responsible leadership.

#### POLS& 203

##### International Relations • 5 CR

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

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.

#### POLS 206

##### International Human Rights • 5 CR

This course focuses on the global movement to fight injustice and promote human rights. The course's primary objectives are to enhance student understanding of international human rights violations and to empower students to be change-agents in the struggle to bring greater justice and security to people around the world.

#### POLS 220

##### Introduction to Law • 5 CR

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 221

##### Advanced United Nations I • 2 CR

Students analyze the present structure and purpose of the United Nations organization. Advanced students serve as mentors for the introductory students participating in the Bellevue College Model United Nations program. Seminar format. **Prerequisite:** Instructor permission required. **Recommended:** Completion of POLS 121, 122 and 123.

#### POLS 222

##### Advanced United Nations II • 3 CR

Students write position papers, draft resolutions, and navigate the UN's rules of procedure in an attempt to mobilize international cooperation to resolve real international problems. Advanced students serve as mentors for introductory students participating in the Bellevue College Model United Nations program. Seminar format. **Prerequisite:** Instructor permission is required. **Recommended:** Completion of POLS 121, 122, and 123.

#### POLS 223

##### Advanced United Nations III • 5 CR

Students write position papers, draft resolutions, and navigate the UN's rules of procedure in an attempt to mobilize international cooperation to resolve real international problems. Advanced students serve as mentors for introductory students participating in the Bellevue College Model United Nations program. Seminar format. **Prerequisite:** Instructor permission required. **Recommended:** Completion of POLS 121, 122, 123, 221 & 222.

**POLS 227****Middle East Politics & Society • 5 CR**

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. Same as INTST 227. Either POLS 227 or INTST 227 may be taken for credit, not both.

**POLS 230****Revolutions in the Modern World • 5 CR**

Studies the forces that produce significant changes in a nation's social, economic, or political ideas and institutions. Students analyze "revolutions" such as those in England, America, France, Russia, and China. Same as HIST 230. Either POLS 230 or HIST 230 can be taken for credit, not both. May be used as social science or humanities credit, not both, at BC.

**POLS 294/295/296/297****Special Topics in Political Science • V1-10 CR**

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

**POLS 298****Seminar in Political Science • V1-10 CR****POLS 299****Individual Studies in Political Science • V1-10 CR**

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

**Programming****IBIT (INSTITUTE FOR BUSINESS & INFORMATION TECHNOLOGY)****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. *Prerequisite:* Placement by assessment into ENGL& 101, or completion of ENGL 092 or 093 with a C or better.

**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 BC. *Prerequisite:* Placement by assessment into MATH& 141 or completion of MATH 099 with a C or better, or the equivalent course from another college. Placement by assessment into ENGL& 101, or completion of ENGL 092 or 093 with a C or better.

**PROG 111****Introduction to C++ Programming • 5 CR**

Presents the C++ Programming Language using structured programming techniques and program development methodology. Students design, code, test and debug programs using repetition and decision structures, pointers, functions, and other C++ data structures. *Prerequisite:* Placement by assessment into MATH& 141 or completion of MATH 099 with a C or better, or the equivalent course from another college. Placement by assessment into ENGL& 101, or completion of ENGL 092 or 093 with a C or better.

**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 with a C or better. Placement by assessment into ENGL& 101, or completion of ENGL 092 or 093 with a C or better.

**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 BC with a C- or better, and PROG 110 at BC with a C or better.

**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 BC 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 with a C or better. Placement by assessment into ENGL& 101, or completion of ENGL 092 or 093 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, or completion of ENGL 092 or 093 with a C or better.

**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



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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 or BUSIT 103 with a C or better.

### 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 209

#### Client-Side Web Programming I • 5 CR

Students learn and practice the principles of web application development. Students utilize HTML5 and Javascript to build web applications for multiple browsers and devices. Create interactive web content using an interpreted languages such as Javascript and jQuery libraries. Emphasis is placed on planning and production practices. Either PROG 209 or DMA 262 may be taken for credit, not both. **Prerequisite:** PROG 109 with a C or better.

### 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 BC with a C- or better.

### PROG 219

#### Client-Side Web Programming II • 5 CR

Students expand their ability to develop client side web applications. Focus is on JavaScript's object-based features, advanced use of JavaScript libraries, and integration with server side data. Build interactive web applications for multiple browsers and devices. Either PROG 219 or DMA 265 may be taken for credit, not both. **Prerequisite:** PROG 209 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 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 and PROG 120 at BC with a C- or better, or entry code.

### PROG 270

#### Introduction to Mobile Computing Technologies • 5 CR

Students are introduced to the concepts associated with Mobile computing technologies. Various current Mobile Computing Technologies are compared and contrasted. Course topics include architecture, design and development of Mobile Applications. Students will understand the business value behind developing mobile applications and will know how to manage a mobile development effort. **Prerequisite:** ENGL& 101 with a C- or better, or permission of instructor.

### PROG 272

#### Implementing a Mobile Solution • 5 CR

Students completing this course are able to design, develop, test, and deploy mobile programs. They understand the mobile application development environment and tools. They are able to work in a team environment and can independently solve programming problems. **Prerequisite:** PROG 120 with a C- or better, or permission of instructor.

### PROG 280

#### Introduction to Cloud Computing • 5 CR

Students are introduced to the concepts of Cloud Computing and Software as a Service. Alternative implementations are considered from technology and business perspectives with analysis of cost, security and performance. The role of senior managers in selecting, implementing and managing a Cloud system is examined. **Prerequisite:** ENGL& 101 with a C- or better, or permission of instructor.

### PROG 282

#### Implementing a Cloud Solution • 5 CR

Students will use current software development tools to create applications and services that can be deployed to the Cloud. Students will develop and manage the components of a Cloud project including storage services and relational database services, and will apply best practice security to their applications. **Prerequisite:** PROG 210 with a C- or better, or permission of instructor.

### 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

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 their treatments.

### PSYC 109

#### Psychology of Adjustment • 5 CR

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

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

### PSYC 198

#### Seminar in Psychology • V1-10 CR

### PSYC 199

#### Individual Studies in Psychology • V1-10 CR



**PSYC 202****Introduction to Physiological Psychology • 5 CR**

Introduces the physiological systems that underlie behavior with emphasis on the nervous system, sensory systems, endocrine system, and research methods unique to the field of physiological psychology. Fulfills natural science course requirement at BC. **Recommended:** PSYC& 100.

**PSYC 203****Cognitive Psychology • 5 CR**

Considers human performance from the psychological standpoint. Topics include conditioning, memory and conceptual processing, language, sensation, and perception. May require participation in demonstrations and projects.

**PSYC 205****Theories of Personality • 5 CR**

Examines assumptions about the nature of humankind. Students focus on psychometric techniques as well as major theories and theorists. **Recommended:** PSYC& 100.

**PSYC 209****Fundamentals of Psychological Research • 5 CR**

Covers theories, techniques, and applications of psychological research methodology. Students explore a variety of approaches, ranging from uncontrolled field observation to laboratory experiments. Topics include data analysis, report writing, and factors affecting research results. **Prerequisite:** PSYC& 100.

**PSYC 210****Psychology of Human Sexuality • 5 CR**

Examines human sexuality from three main perspectives: Psychological, biological, and socio-cultural. **Recommended:** PSYC& 100.

**PSYC& 200****Lifespan Psychology • 5 CR**

Presents research and theories regarding human growth and change across the life span. Students explore factors that affect psychosocial, cognitive, and physical development from psychological and socio-cultural perspectives. May require participation in projects. **Prerequisite:** PSYC& 100.

**PSYC& 220****Abnormal Psychology • 5 CR**

Introduces the theories, diagnosis, and treatment of maladaptive behavior and psychological disorders. Class format may include field trips to psychiatric institutions. **Prerequisite:** PSYC& 100.

**PSYC 240****Social Psychology • 5 CR**

Examines the actions of individuals and groups in a social context. Topics include the influence of social learning on attitudes, perception, and personality, persuasion, conflict, attraction, altruism, and aggression. Students who completed either PSYC 240 or SOC 240 before Summer Quarter 2013 may not take this course for credit. **Recommended:** PSYC& 100.

**PSYC 250****Cross Cultural Psychology • 5 CR**

Examines psychological theories and research from a cross-cultural perspective. Students discuss the impact of culture on cognition, development, emotion, motivation, sex roles, disorders, group behavior, conflict, stereotyping, and prejudice.

**PSYC 257****Psychology of Sex & Gender • 5 CR**

Examines sex differences and similarities from an interdisciplinary perspective, drawing from biology, psychology, sociology, and history. Students analyze perceived and actual differences in communication styles, employment, education, mental health, and personal relationships.

**PSYC 294/295/296/297****Special Topics in Psychology • V1-10 CR**

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

**PSYC 298****Seminar in Psychology • V1-10 CR**

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

**PSYC 299****Individual Studies in Psychology • V1-10 CR**

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

## Radiation and Imaging Sciences

### HEALTH SCIENCES, EDUCATION & WELLNESS INSTITUTE

Baccalaureate degree completion program designed specifically for professionals certified in Diagnostic Ultrasound, Nuclear Medicine, Radiologic Technology, or Radiation Therapy. The program has five concentrations:

- **Medical Dosimetry:** for radiation therapists who want to become certified as a medical dosimetrist.
- **Nuclear Medicine**
- **Radiation & Imaging Management:** for students who wish to lead radiation and imaging departments and clinics.
- **Radiation & Imaging Technology:** for students seeking advanced technical expertise.
- **Radiologist Assistant:** for ARRT radiographers who want to become certified as a radiologist assistant.

## MEDICAL DOSIMETRY

**DOSM 301****Current Topics in Medical Dosimetry • 3 CR**

Studies the role of the Medical Dosimetrist within a Radiation Oncology Department. Topics include professional issues, treatment planning, dose calculations, imaging, QA and special procedures. **Prerequisite:** Acceptance into the program.

**DOSM 315****Physics for Medical Dosimetry I • 5 CR**

Explores the fundamentals of radiation therapy physics with special attention to nuclear transformations and decay, x-ray production, radiation generators, interactions of ionizing radiation, x-ray beam quality, measurement of absorbed dose, dose distribution and scatter analysis. **Prerequisite:** Acceptance into the program.

**DOSM 321****Radiation Treatment Planning I • 5 CR**

Explores treatment planning for 2D planar and 3D conformal therapies. Topics include Isodose pattern assessment, DVH analysis, ICRU definition, Beam modifiers, Photon Monitor Unit calculations, and treatment planning goals for the pelvis, breast, lung, abdomen, head and neck, CNS and metastases. **Prerequisite:** Acceptance into the program.

**DOSM 322****Radiation Treatment Planning II • 5 CR**

Explores planning techniques for IMRT, SRS, and Special Procedures. Topics include Planning process, Isodose pattern assessment, SRS techniques, new delivery technologies, imaging and fusion, arc therapy, dMLC delivery, and special procedure calculations (TBI, and TSe-). **Prerequisite:** Acceptance into the program.

## DOSM 331

### Dosimetry of Particle Beam Therapy • 3 CR

Explores treatment planning techniques for electron beam therapy. Topics include clinical usage, treatment applications, energy and field size selection, dose and MU calculations, calculations for and concerns with matching of electron ports, and beam shielding modifying devices. **Prerequisite:** Acceptance into the program.

## DOSM 394/395/396/397

### Special Topics in Medical Dosimetry • V1-5 CR

Explores issues of special interest to students in medical dosimetry. May be used as continuing education for certified medical dosimetrists. **Prerequisite:** Acceptance into the program.

## DOSM 399

### Individual Study in Medical Dosimetry • V1-5 CR

Covers a variety of topics to acquaint the medical dosimetry student with the role of medical dosimetry in cancer management. **Prerequisite:** Acceptance into the Medical Dosimetry Program.

## DOSM 400

### Treatment Planning System Lab • 2 CR

Through a series of structured lab exercises, students receive hands-on experience using a Medical Dosimetry Treatment Planning System. **Prerequisite:** Acceptance into the program.

## DOSM 401

### Clinical Education I • 8 CR

Supervised clinical education in medical dosimetry that progresses through a competency-based educational sequence. Course totals 264 hours. **Prerequisite:** Acceptance into the program.

## DOSM 402

### Clinical Education II • 8 CR

Supervised clinical education in medical dosimetry that progresses through a competency-based educational sequence. Course totals 264 hours. **Prerequisite:** Acceptance into the program.

## DOSM 403

### Clinical Education III • 8 CR

Supervised clinical education in medical dosimetry that progresses through a competency-based educational sequence. Course totals 264 hours. **Prerequisite:** Acceptance into the program.

## DOSM 404

### Clinical Education IV • 8 CR

Supervised clinical education in medical dosimetry that progresses through a competency-based educational sequence. Course totals 264 hours. **Prerequisite:** Acceptance into the program.

## DOSM 405

### Clinical Education V • 8 CR

Supervised clinical education in medical dosimetry that progresses through a competency-based educational sequence. Course totals 264 hours. **Prerequisite:** Acceptance into the program.

## DOSM 406

### Clinical Education VI • 5 CR

Supervised clinical education in medical dosimetry that progresses through a competency-based educational sequence. Course totals 165 hours. **Prerequisite:** Acceptance into the program.

## DOSM 442

### Brachytherapy for Medical Dosimetrists • 4 CR

Examines treatment planning techniques for both LDR and HDR brachytherapy. Topics include radioactive source characteristics, calculation of dose distributions, imaging requirements, systems of implant dosimetry and treatment planning goals across various anatomical sites. **Prerequisite:** Acceptance into the program.

## DOSM 443

### Quality Assurance for Medical Dosimetry • 3 CR

Examines the components of a quality assurance program within Medical Dosimetry. Topics include quality assurance of a treatment planning system, patient records and data, role and process of plan verification, and quality assurance recommendations from outside agencies. **Prerequisite:** Acceptance into the program.

## DOSM 475

### Concept Integration and Case Studies • 3 CR

Preparation for the Certification Exam issued by the Medical Dosimetry Certification Board (MDCB) through a comprehensive examination of coursework and student case presentations based on MDCB content specification. **Prerequisite:** Acceptance into the program.

## RADIATION & IMAGING MANAGEMENT

## 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 specific healthcare departments and organizations 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 specific departments and organizations in 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 specific departments and organizations 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 specific departments and organizations in the healthcare industry. **Prerequisite:** Acceptance to the program or permission of instructor.

**RAIM 399****Radiation & Imaging Sciences Independent Study • V1-5 CR**

Covers directed readings, special projects, and independent study by an individual student. **Prerequisite:** 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 specific departments and organizations in the global healthcare industry. **Prerequisite:** Acceptance to the program or permission of instructor.

**RAIM 411****Institutional Quality Management & Accreditation • 5 CR**

Covers principles of total quality management including quality assurance and quality control. Includes management of hospital and departmental accreditation including 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 healthcare. **Prerequisite:** Acceptance into the program or permission of instructor. Previously RAIT 495 & RAIM 410. Only one of these courses may be taken for credit: RAIT 495, RAIM 410, or RAIM 411.

**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 specific departments and organizations in 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 specific departments and organizations in 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 & IMAGING TECHNOLOGY

**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:** BIOL&241 and BIOL&242 and permission of instructor, or enrollment in the program.

**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:** BIOL&241 and BIOL&242 and permission of instructor, or enrollment in the program.

**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:** BIOL&241 and BIOL&242 and permission of instructor, or enrollment in the program.

**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. **Prerequisites:** RAIT 301 Sectional Anatomy, 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. **Prerequisites:** RAIT 310 within the past 36 months with a grade of 2.7 (B-) or better and 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. **Prerequisite:** Acceptance into the BAS in Radiation and Imaging Sciences or permission of instructor. **Recommended:** BIOL& 160 or BIOL& 211.

**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. **Prerequisites:** RAIT 301 Sectional Anatomy, 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. **Prerequisite:** RAIT 315 within the past 36 months with a grade of 2.7 (B-) or better and Procedures, and permission of instructor.



## 2014-15 Course Descriptions

### RAIT 320

#### Intervention Procedures • 3 CR

Provides a survey of special diagnostic and interventional procedures. The technologist role and responsibilities in these procedures are 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. **Prerequisites:** RAIT 301 Sectional Anatomy, 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. **Prerequisite:** RAIT 320 within the past 36 months with a grade of 2.7 (B-) or better and 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.

### 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. **Prerequisites:** RAIT 325 Mammography and permission of instructor.

### RAIT 330

#### Breast Ultrasound for Sonographers • 3 CR

Designed for ARDMS certified sonographers who want to gain didactic preparation level certification in breast ultrasound. Content covers all areas included in the breast specialty exam offered by the ARDMS. **Prerequisite:** Acceptance to the program or permission of instructor.

### RAIT 331

#### Clinical Practicum in Breast Ultrasound • 12 CR

Provides the opportunity for ARDMS certified sonographers to develop competencies in breast ultrasound, including the required numbers and variety of exams for advanced level certification. Content covers all areas included in the breast specialty exam offered by the ARDMS. Course includes 40 hours per week for 11 weeks in the clinical setting. **Prerequisite:** Acceptance to the program or permission of instructor.

### RAIT 340

#### Fetal Echocardiography for Sonographers • 3 CR

Designed to provide didactic preparation for ARDMS certified sonographers for advanced level certification in fetal echocardiography. Content covers all areas included in the specialty exam offered by the ARDMS. **Prerequisite:** Acceptance to the program or permission of instructor.

### RAIT 341

#### Clinical Practicum for Fetal Echocardiography • 12 CR

Provides the opportunity for ARDMS certified sonographers to develop competencies in fetal echocardiography, including the required numbers and variety of exams for advanced level certification. Content covers all areas included in the specialty exam offered by the ARDMS. The course includes 40 hours per week for 11 weeks in the clinical setting. **Prerequisite:** Acceptance to the program or permission of instructor.

### RAIT 344

#### Sonographer Vascular Technology • 3 CR

Designed to provide didactic preparation for ARDMS certified sonographer for advanced level certification in vascular technology. Content covers all areas included in the specialty exam offered by the ARDMS. **Prerequisite:** Acceptance to the program or permission of instructor.

### RAIT 345

#### Clinical Practicum for Vascular Sonography • 12 CR

Provides the opportunity for ARDMS certified sonographers to develop competencies in vascular sonography, including the required numbers and variety of exams for advanced level certification. Content covers all areas included in the specialty exam offered by the ARDMS. The course includes 40 hours per week for 11 weeks in the clinical setting. **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.

### RAIT 358

#### Principles of Nuclear Medicine Physics • 3 CR

Covers the basic principles and practices of nuclear medicine, with emphasis on concepts of physiologic imaging, radioactivity, radiation detection, and radiation safety. Designed for individuals with prior certification in radiography or radiation therapy who wish to become certified in positron emission tomography (PET). Should be taken before beginning clinical experience in PET. **Prerequisite:** Permission of Nuclear Medicine Program Chair.

### RAIT 359

#### Basics of Positron Emission Tomography • 3 CR

Covers the basic science of positron emission tomography (PET) imaging, including the principles of coincidence imaging, the operation of a PET tomograph, and the creation and use of PET radiopharmaceuticals. Intended for individuals interested in pursuing clinical experience in PET. **Prerequisite:** RAIT 358 or certification as a nuclear medicine technologist.



**RAIT 360****Advanced Positron Emission Tomography • 3 CR**

Covers advanced topics in positron emission tomography (PET), emphasizing imaging studies in the areas of neurology, cardiology, and oncology. Also reviews PET tomograph operation and PET department operation. Both RAIT 359 and RAIT 360 are recommended as preparation for the PET board exam; RAIT 360 should not be taken until after PET clinical experience.

**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. **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 411****Clinical Practicum II in CT • V1-11 CR**

Provides the opportunity to develop required competencies for advance certification in Computed Tomography Imaging. Includes 40 hours per week for 1 – 11 weeks in an MRI department. **Prerequisite:** RAIT 311 Clinical Practicum in Computed Tomography, and 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 416****Clinical Practicum II in MRI • V1-11 CR**

Provides the opportunity to develop required competencies for advance certification in Magnetic Resonance Imaging. Includes 40 hours per week for 1 – 11 weeks in an MRI department. **Prerequisite:** RAIT 316 Clinical Practicum in Magnetic Resonance Imaging, and permission of instructor.

**RAIT 421****Clinical Practicum II in Vascular Interventional • V1-11 CR**

Provides the opportunity to develop required competencies for advanced certification in Interventional Vascular Technology. The course includes 40 hours per week for 1 – 11 weeks in an IR department. **Prerequisite:** RAIT 321 Interventional Procedures Clinical and permission of instructor.

**RAIT 455****Nuclear Medicine Concept Integration • 2 CR**

Brings together the different aspects of nuclear medicine and provides the student with an opportunity to integrate theory and practice. Using a series of scenarios, students prepare short papers and participate in discussions on how they would handle each situation. **Prerequisite:** Acceptance into the BAS Nuclear Medicine concentration.

**RAIT 490****Information & Imaging 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.

**RADIOLOGIST ASSISTANT****RADA 306****Patient Care & Assessment I • 3 CR**

Reinforces the use of the clinical thinking model to aid in patient assessment including interviewing skills and assessment techniques. Focus is on the application of anatomy and physiology knowledge to assist in patient assessment and management. Content includes specific assessment and examination procedures for the abdomen, thorax and lungs. **Prerequisite:** Acceptance into the program.

**RADA 308****Patient Care & Assessment II • 3 CR**

Reinforces use of the clinical thinking model to aid in patient assessment including interviewing skills and assessment techniques. Focuses on the application of anatomy and physiology knowledge, assisting in patient assessment management. Includes assessment and examination procedures for the cardiovascular, musculoskeletal, peripheral vascular and nervous systems, breast and axillae. **Prerequisite:** RADA 306 and acceptance into the program.

**RADA 311****Imaging Procedures I • 4 CR**

Establishes a framework for radiologist assistants performing fluoroscopic patient examinations in upper gastrointestinal, esophagus, small bowel, and barium enema studies. **Prerequisite:** Acceptance into the program.

**RADA 312****Imaging Procedures II • 4 CR**

Establishes a framework for radiologist assistants performing cystogram, T-tube cholangiogram, hysterosalpingogram, retrograde urethrogram, naso and orenteric feeding tube placement, port injections, fistulogram, loopogram, and swallowing studies. **Prerequisite:** RADA 311 and acceptance into the program.

**RADA 313****Imaging Procedures III • 3 CR**

Establishes a framework for radiologist assistants performing lumbar puncture under fluoroscopy guidance, myelograms, joint injections, joint aspiration, arthrograms, conventional, CT and MRI, breast needle localization and ductogram. **Prerequisite:** RADA 312 and acceptance into the program.

**RADA 314****Imaging Procedures IV • 3 CR**

Establishes a framework for radiologist assistants performing PICC line placement, non-tunneled venous central line placement, paracentesis,

## 2014-15 Course Descriptions

thoracentesis with appropriate image guidance, venous catheter placement for dialysis, lower extremity venography. **Prerequisite:** RADA 313 and acceptance into the program.

### RADA 321

#### Radiologist Assistant Observation I • 1 CR

Job shadowing in a diagnostic imaging department for eight hours per week. Observation of procedures accomplished by a radiologist, physician assistant, radiologist assistant that are included in RADA 311. **Prerequisite:** Acceptance into the program.

### RADA 322

#### Radiologist Assistant Observation II • 1 CR

Job shadowing in a diagnostic imaging department for eight hours per week. Observation of procedures accomplished by a radiologist, physician assistant, radiologist assistant that are included in RADA 312. **Prerequisite:** RADA 321 and acceptance into the program.

### RADA 323

#### Radiologist Assistant Observation III • 1 CR

Job shadowing in a diagnostic imaging department for eight hours per week. Observation of procedures accomplished by a radiologist, physician assistant, radiologist assistant that are included in RADA 313. **Prerequisite:** RADA 322 and acceptance into the program.

### RADA 324

#### Radiologist Assistant Observation IV • 1 CR

Job shadowing in a diagnostic imaging department for eight hours per week. Observation of procedures accomplished by a radiologist, physician assistant, radiologist assistant that are included in RADA 314. **Prerequisite:** RADA 323 and acceptance into the program.

### RADA 330

#### Physics of Imaging • 2 CR

Presents an overview of CT, MRI, and fluoroscopy instrumentation and terminology. Course includes image post processing procedures for CT and MRI. **Prerequisite:** Acceptance into the program.

### RADA 335

#### Radiation Biology and Safety • 2 CR

Presents radiation safety for the occupational worker and patient. Topics include radiation biology, medical and legal implications, professional, and governmental standards, regulatory, malpractice, and ethical concerns. **Prerequisite:** Acceptance into the program.

### RADA 375

#### Pharmacology • 3 CR

Topics include consumer safety and drug regulation, sources and effects of drugs and safe dose preparation. Types of drug preparations, principles of responsible drug administration including routes and techniques are examined. **Prerequisite:** Acceptance into the program.

### RADA 411

#### Clinical Internship I • 10 CR

Radiologist assistant clinical internship under the supervision of a board certified radiologist in a diagnostic imaging department facilitating the development and documentation of required clinical competencies. **Prerequisite:** Acceptance into the program.

### RADA 412

#### Clinical Internship II • 10 CR

Radiologist assistant clinical internship under the supervision of a board certified radiologist in a diagnostic imaging department facilitating the development and documentation of required clinical competencies. **Prerequisite:** Acceptance into the program.

### RADA 413

#### Clinical Internship III • 10 CR

Radiologist assistant clinical internship under the supervision of a board certified radiologist in a diagnostic imaging department facilitating the development and documentation of required clinical competencies. **Prerequisite:** Acceptance into the program.

### RADA 414

#### Clinical Internship IV • 11 CR

Radiologist assistant clinical internship under the supervision of a board certified radiologist in a diagnostic imaging department facilitating the development and documentation of required clinical competencies. **Prerequisite:** Acceptance into the program.

### RADA 421

#### Case Study Capstone I • 2 CR

Requires documentation of two cases the student performed in the daily work experience during the radiologist assistant clinical internship. **Prerequisite:** Acceptance into program.

### RADA 422

#### Case Study Capstone II • 2 CR

Requires documentation of two cases the student performed in the daily work experience during the radiologist assistant clinical internship. **Prerequisite:** RADA 421 and acceptance into program.

### RADA 423

#### Case Study Capstone III • 2 CR

Requires documentation of two cases the student performed in the daily work experience during the radiologist assistant clinical internship. **Prerequisite:** RADA 422 and acceptance into program.

### RADA 424

#### Case Study Capstone IV • 2 CR

Requires documentation of two cases the student performed in the daily work experience during the radiologist assistant clinical internship. **Prerequisite:** RADA 423 and acceptance into program.

## 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 • 4 CR

Explores principles and methods for calculation of treatment times in administering radiation therapy treatments. **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 106

#### Imaging and Processing in Radiation Oncology • 3 CR

Content is designed to establish a knowledge base in factors that govern and influence the production and recording of radiographic images for patient simulation, treatment planning and treatment verification in radiation oncology. Radiation oncology imaging equipment and related devices will be emphasized.

**RADON 107****Orientation to Clinical Practice • 2 CR**

Provides basic education and training in CPR, HIV/AIDS, HIPAA, and prevention of workplace violence, in preparation for starting clinical internships. *Prerequisite:* Acceptance into the Radiation Therapy or Nuclear Medicine Program.

**RADON 111****Clinical Practice I • 3 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 • 12 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 115****Principles of Simulation • 2 CR**

Presents basic principles of radiation therapy simulation. Topics include rationale for simulation, legal aspects, equipment components and operation, positioning techniques, imaging techniques and analysis, measurement and documentation. *Prerequisite:* Acceptance into Program.

**RADON 119****Legal Issues in the Radiologic Sciences • 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 • 3 CR**

Explores general care of the patient, emphasizing the role of the radiation therapist in various nursing situations. *Prerequisite:* Acceptance into program.

**RADON 127****Sectional Anatomy • 2 CR**

Presents sectional anatomy using CT and MRI images. *Prerequisite:* Acceptance into program.

**RADON 130****Psychosocial Aspects of Cancer Care • 2 CR**

Explores psychosocial issues related to the care of patients with cancer. Students discuss stress, fear, stages of acceptance, belief systems, etc. Format includes lecture, role-playing, outside resources. *Prerequisite:* Acceptance into program.

**RADON 150****Pathology • 4 CR**

Studies changes that occur in disease and injury, and their application to the radiologic sciences. Students review basic concepts of oncologic pathology. *Prerequisite:* Acceptance into program.

**RADON 194/195/196/197****Special Topics in Radiation Therapy • V1-5 CR**

Explores issues of special interest to students and radiation therapists. May be used as continuing education for certified Radiation Therapy Therapists. *Prerequisite:* Acceptance into program.

**RADON 199****Individual Study in Radiation Therapy Technology • V1-5 CR**

Covers a variety of topics to acquaint the radiation therapy student with the role of radiation oncology in cancer management. 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 • 6 CR**

Presents a variety of radiation therapy treatment techniques and dose calculation methods. *Prerequisite:* Acceptance into program.

**RADON 204****Treatment Planning III • 5 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 • 12 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 240**

### **Radiation Biology • 3 CR**

Explores types of radiation, interaction of radiation with matter, and the effects of those interactions in human tissue. Students learn methods and principles of radiation protection for both patient and therapist. *Prerequisite:* Acceptance into program.

## **RADON 294/295/296/297**

### **Special Topics in Radiation Therapy • V1-5 CR**

Explores issues of special interest to students and radiation therapists. May be used as continuing education for certified Radiation Therapy Therapists. *Prerequisite:* Acceptance into program.

## **RADON 299**

### **Individual Study in Radiation Therapy Technique • V1-5 CR**

Covers a variety of topics to acquaint the radiation therapist with the role of radiation oncology in cancer management. 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 • 4 CR**

Examines the application and analysis of concepts in manipulation of technique to maximize image quality while maintaining ALARA. Topics include: applying mathematical concepts to solve multiple technique variables, analyzing imaging scenarios for dose and image quality factors, and employing key concepts in image acquisition and display.

## **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 • 3 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 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

#### Basic Patient Care 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 • 3 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 194/195/196/197

#### Special Topics in RATEC • V1-5 CR

### RATEC 199

#### Independent Studies • V1-5 CR

### 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.

### RATEC 299

#### Independent Studies • V1-5 CR

## Recreation Leadership

### HEALTH SCIENCES, EDUCATION & WELLNESS INSTITUTE

### RECEC 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.

## Sociology

### SOCIAL SCIENCE DIVISION

Students pursuing an Associate in Arts and Science transfer degree may elect to complete an academic concentration in Sociology by completing 20 credits in the concentration discipline. The following courses are required: SOC 101; five credits from SOC 105, 249, 253, 254, 256, 257, 258, 262, 264, or 278; and ten credits from any other Sociology courses. **Please note:** students may apply only five credits from the concentration discipline to Basic Skills and distribution requirements. The remaining 15 credits will apply as electives.

## 2014-15 Course Descriptions

### **SOC& 101**

#### **Introduction to Sociology • 5 CR**

What makes you, you? Are you free to choose your own destiny, or does society determine your path? Explore how our different identities impact our everyday lived experiences and develop useful ways to think about the world around you. Themes include power dynamics, culture, identities, deviance, stereotyping, and/or the social construction of knowledge.

### **SOC 105**

#### **Blacks in America • 5 CR**

What does it mean to be “Black” in America? Explore the social and cultural background of Blacks in America through the lens of sociology, and analyze the ways in which social institutions have been transformed by these contributions. Through research and writing, themes include music and popular culture, activism, politics, and/or social change.

### **SOC 122**

#### **Activism & Social Change • 5 CR**

Can one person make a difference? What does making a difference look like? Using literature, film, music, and news media to look at past and present social movements, examine what makes us engage in acts of political protest, and critically analyze why some resistance efforts are successful and others are not.

### **SOC 150**

#### **The Social Lives of Children and Youth • 5 CR**

What are the challenges of being a young person in American society, and how do young people negotiate those challenges? Investigate the experiences of youth, and learn to apply sociological thinking to everyday life. Themes include youth subcultures, identity development, friendships and dating, 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**

Do you know a social problem when you see one? Are you a part of the solution or part of the problem? Investigate contemporary social issues such as homelessness, violence and war, racism, education in America, and/or the criminal justice system and learn how individuals and groups can combat major problems facing us today.

### **SOC 210**

#### **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 audience reception, network societies, and popular culture on a global scale.

### **SOC 215**

#### **Television, Culture and Society • 5 CR**

How do we watch TV in the 21st century? Do we need a TV to watch TV? Study how television affects knowledge building, ways of thinking, and core elements of our social lives. Themes include television culture, how to understand news media, and the social history of television.

### **SOC 222**

#### **Sports in Society • 5 CR**

Are sports an avenue for personal empowerment or a path to exploitation? What do sports mean in American society? Study the ways in which sports are embedded in social systems such as the economy, government, and education. Themes include race, class and gender issues, crime and violence in sport, and the economic impact of sport.

### **SOC 230**

#### **Education in the 21st Century • 5 CR**

What role do education and schools play in society? How do schools both reinforce and challenge prevailing social practices? Untangle such complex issues as gender differences in education, racial and ethnic segregation, and affirmative action, and learn more about current political controversies about schools.

### **SOC 240**

#### **Identity, Self and Social Interaction • 5 CR**

How do we become who we are? How are our Selves shaped in a busy, ever-changing world? In this introduction to social psychology from a sociological perspective, topics focus on identity development and the Self in all social institutions including family, social networks, and

cultural environments. Students who completed either PSYC 240 or SOC 240 before Summer Quarter 2013 may not take this class for credit.

### **SOC 246**

#### **Religion and Our Social World • 5 CR**

What is religion? What power does religion have in our social world? What's the difference between spirituality and religion? Explore the sociological phenomenon of religion and religious life. Themes include various beliefs and practices, cults, popular culture, death and dying, the political and economic impacts of religion, and/or social change.

### **SOC 248**

#### **Public Health Around the Globe • 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.

### **SOC 249**

#### **Disability in Society • 5 CR**

What is ‘disability?’ What does it mean to be a person living with a disability? Explore how history and culture shape the experiences of people with disabilities. Topics include eugenics, popular representations like the ‘freak show,’ the Disability Rights Movement, and the relationship of disability, gender, race, and class.

### **SOC 250**

#### **Growing Up and Older in America • 5 CR**

What does it mean to be young, middle-aged, or elderly in American society? Examine coming-of-age and transitions in life from a sociological perspective. Themes may include rites of passage, age discrimination, work and retirement, sexuality and relationships, health, illness, and caregiving.

### **SOC 252**

#### **Work and the Culture of Employment • 5 CR**

Got a job? Need a job? Don't want a job? What does it mean to be a worker? Understand the complexities of workers, poverty, and social reform. See yourself as a worker, and understand what that may mean. Topics may include Unions, the class system in America, and the idea of a “good job.”

### **SOC 253**

#### **Men & Masculinities • 5 CR**

What does it mean to be a “real man” in contemporary society? What are the challenges of living up to the ideals of manhood? How are women impacted by men's lives? Investigate the

meanings of “masculinity” and explore themes such as athletics and sports, male body image, pornography, alcohol use, fatherhood, military, and male bonding.

### **SOC 254**

#### **Gender in the Social World • 5 CR**

Are you born a “man” or “woman,” or does society make us “men” and “women?” Examine the ways in which gender organizes social life and shapes the distribution of power in society. Themes may include media stereotyping, gender roles, sex segregation in the workforce, sexual politics, and the experiences of women and men in families.

### **SOC 255**

#### **Dating, Relationships, and Families • 5 CR**

How have courtship and dating changed? What does it mean to be a “family?” Is “the family” falling apart? Explore changes in the culture and structure of families, and analyze how families play a central role in American life. Themes include single parenting, new family structures, cohabitation, marriage and divorce, and/or courtship and dating.

### **SOC 256**

#### **Sex and Sexualities • 5 CR**

Do men and women think differently about sex? Does pornography impact how we have sex? Is prostitution harmful to society? Investigate contemporary sexual behaviors from a sociological perspective and examine how culture impacts sexual practices and identities. Themes may include the sex industry, the sexual self, attitudes about the body, and/or sex in popular culture.

### **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.

### **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.

### **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.

### **SOC 264**

#### **Intersections of Inequality and Identity • 5 CR**

How is one kind of inequality connected to another? Can we understand race without also understanding gender? Can someone simultaneously be both advantaged and disadvantaged in society? Explore how social experiences are impacted by multiple forms of inequality. Themes may include poverty, socialization, domestic violence, media representations, stereotypes, prisons, AIDS/HIV, and/or drug addiction.

### **SOC 265**

#### **City Life and Culture • 5 CR**

What's the difference between The City and The Country? What do Suburbs have to do with The City? How are cities imagined? Investigate the structures and activities of city life with themes like urban development, decay, renewal, art and architecture, wealth and poverty, growth of the suburbs and/or overall transformation of the City.

### **SOC 268**

#### **You Are What You Eat: Food in Society • 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.

### **SOC 270**

#### **Deviance in Society • 5 CR**

What is deviance and how is it created? How is it maintained? How has it changed over time? What does it have to do with power? 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, sexuality, crime, and/or popular culture.

### **SOC 275**

#### **Technology in Everyday Life • 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, re-created, and challenged through

mediated technologies. Topics may include network societies, hyper-realities, the digital divide, and the global and social histories of technology.

### **SOC 278**

#### **Global Sociology • 5 CR**

How are people around the world deeply intertwined in a complex web of relationships? Explore a variety of political, cultural, and social changes that are transforming our world. Investigate globalization and its consequences. Using literature, art, film and popular culture, examine how countries are increasingly interconnected by flows of information, money, and people.

### **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.

## **Spanish**

### **ARTS & HUMANITIES DIVISION**

See World Languages, pages 177-180.

## **Technical Support**

### **IBIT (INSTITUTE FOR BUSINESS & INFORMATION TECHNOLOGY)**

### **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,



## 2014-15 Course Descriptions

and CMOS set-up. Students gain hands-on instruction. Course includes about 50% of the competencies required for A+ certification. **Prerequisite:** Placement by assessment into ENGL& 101, or completion of 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 BC with a C- or better, or entry code.

### 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:** NSCOM 221 with a C- or better.

### 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 BC faculty and staff using the Tech Support and NSCOM lab. 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 BC 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

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

## DANCE

### 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 6 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 equivalent or permission of instructor.

### 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 • V1-5 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 • V1-5 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 • V1-5 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.

### DANCE 299

#### Individual Research • V1-3 CR



**DRAMA****DRMA& 101****Introduction to the Theatre • 5 CR**

Explores the theatre experience from a variety of perspectives, including the audience, the playwright, the actor, the designer, and the director. Attendance required at one on campus performance.

**DRMA 106****American Musical Theatre • 5 CR**

Traces the development of the American Musical from its roots to the newest musicals on and off Broadway including vaudeville, tap shows, classic musicals, rock musicals, through-sung musicals, and the trend setting and trend breaking shows of every era. Covers script (book), dance, music, production, thematic material, and the cultural context in which each show was written. Lectures, films, CD's, scripts and a text will be used.

**DRMA 141****Playwriting I • 5 CR**

Introduction to the art and craft of writing plays. Through written exercises, readings and discussions, students write their own scenes and begin work on short plays. Covers dialogue, character, relationships, plots, and conflict. Designed for those interested in writing for the stage or screen. **Recommended:** Placement in ENGL& 101.

**DRMA 151\*****Basic Acting Fundamentals • 5 CR**

Introduces the basic techniques and tools used by the actor. Moving from improvisation to scene work, students learn warm ups, theatre games, vocal physical and emotional awareness, listening skills, and beginning textual analysis using objectives, obstacles and tactics.

**DRMA 153\*****Basic Acting Scene Study • 5 CR**

Emphasizes interpretation of the text through work on scenes and monologues. Students work with scene partners, develop a character and explore the scenes using textual analysis to find objectives and obstacles for performance.

**DRMA 154\*****Musical Theatre Acting Fundamentals • 3 CR**

Introduces acting in musical theatre. Practical application of basic acting techniques for playing objectives and developing character are used to combine music, lyrics and written word into performance. Solos, duets and group scenes and songs are explored. **Recommended:** DRMA 151.

**DRMA 155\*****Improvisation • 3 CR**

Games, exercise and warm ups are used to build the skills needed in individual and group improvisations. Practical application emphasizes team building and the basic structure and format of a comic sketch.

**DRMA 159\*****Basic Acting Movement • 3 CR**

Concentrates on tuning the actor's body. Students gain fluidity, flexibility, and strength as they use their bodies to create character and define space. Students practice dramatic situations incorporating character work and strenuous physical activity. Same as PE 159. Either DRMA 159 or PE 159 may be taken for credit, not both.

**DRMA 161\*****Acting for Film & Media • 5 CR**

Introduces acting techniques as applied to film and other media. Students become comfortable in front of a lens and learn to convey on-camera believability. Shot styles include masters, two shots, over-the-shoulders, and close-ups. Students also take roles behind the camera.

**DRMA 200****Drama Colloquium • 3 CR**

Offers an in-depth analysis of the history and literature of the period for BC's annual drama production. Format includes discussion with the director, designers, and technical director of the production.

**DRMA 210****Scene Technology • 4 CR**

Presents theories and techniques, and equipment in theater lighting. Intensive lecture/lab format. **Prerequisite:** Concurrent enrollment in DRMA 290.

**DRMA 212****Stage Lighting • 4 CR**

Presents basic theories, techniques, and equipment in theater lighting. Intensive lecture/lab format. **Prerequisite:** Concurrent enrollment in DRMA 290.

**DRMA 215****Scene Design • 4 CR**

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****Theatre History • 5 CR**

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 period are studied. The relationship between play-writing and playmaking is explored.

**DRMA 230****Audition Technique • 2 CR**

Exploration and practice techniques and materials required to audition for plays, musicals, and advanced theatre programs. May be repeated up to 6 credits.

**DRMA 241****Playwriting II • 5 CR**

More advanced work in the art and craft of writing plays. Students will work on at least 20 pages of a one act or full length play. Through written exercises, readings and discussions, students will share their work and actively participate in a workshop process for the playwright. **Prerequisite:** DRMA 141 or permission of instructor. **Recommended:** Placement in ENGL& 101.

**DRMA 251\*****Acting Contemporary Scene Study • 5 CR**

Acting training based on preparation of scene work in the context of the entire play. Students rehearse and perform scenes chosen from contemporary theater plays. A variety of acting methods are studied. **Prerequisite:** Permission of instructor and/or audition.

**DRMA 252\*****Advanced Acting: Classical Scene Study • 5 CR**

Examines scenes from Classical Greek and Roman theater. Students rehearse and perform selected scenes in class. **Prerequisite:** DRMA 251.

**DRMA 253\*****Acting Individual Scene Study • 5 CR**

Examines scenes from Elizabethan, 17th-, and 18th-century theater. Students rehearse and perform selected scenes in class. **Prerequisite:** Permission of instructor and/or audition.

**DRMA 254\*****Musical Theatre Scene Study • 3 CR**

Continues skill building in the art and craft of acting in musical theatre. Practical application of singing and acting to perform scenes, songs, and duets from musical theatre are highlighted. Duets and through sung scene work will be highlighted. **Prerequisite:** DRMA 154 or permission of instructor. **Recommended:** DRMA 251.

## DRMA 256\*

### Shakespearean Scene Study • 3 CR

Introduces the student actor to the plays of William Shakespeare. Modern acting practices are combined with various specific techniques of interpreting and applying Shakespeare's language to the stage. **Recommended:** DRMA 251.

## DRMA 270

### Directing • 3 CR

Theory and practice of stage direction including selection of play, casting and staging. Production of a scene for public performance is required. **Recommended:** ENGL 101 placement.

## DRMA 280\*

### Studio Theater I • 5 CR

All students are cast in the studio theater production. Students analyze, prepare, rehearse and perform a play. Provides practical experience in rehearsal and performance. Lecture/lab format. May be repeated for a maximum of 30 credits. **Prerequisite:** Permission of instructor.

## DRMA 281\*

### Studio Theater II • V1-5 CR

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 rehearsal and performance. May be repeated for a maximum of 10 credits. **Prerequisite:** DRMA 280 and permission of instructor.

## DRMA 284\*

### Musical Theatre Performance I • 5 CR

Offers in-depth analysis of, and performance opportunity in, a musical theatre production. All students are cast in the musical. Lecture/lab format. May be repeated for a maximum of 30 credits. **Prerequisite:** permission of instructor.

## DRMA 285\*

### Musical Theatre Performance II • V1-5 CR

All students cast in the musical cover in-depth analysis of, and performance in the musical theatre production. Lecture/lab format. May be repeated for a maximum of 30 credits. Required for students cast in musical production. **Prerequisite:** permission of instructor.

## DRMA 290\*

### Technical Practice • 1 CR

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 or DRMA 212.

## DRMA 291\*

### Theater Performance • 5 CR

Provides practical hands-on experience in theater production. Students work on the yearly main stage shows or on special projects for studio productions. **Prerequisite:** Permission of instructor.

## DRMA 294/295/296/297

### Special Topics in Theatre Art • 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

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 & Interpretation

### CONTINUING EDUCATION

The Translation program is intended for bilingual students. Non-credit courses are also available. For more information, please call (425) 564-3177.

## TRANS 101

### Introduction to Translation and Interpreting • 3 CR

Introduction to translating and interpreting as a career, and for those who work with translators and interpreters. Overview of the field and skill necessary for the profession. Covers general problems involved in translating and interpreting. **Prerequisite:** Acceptance into program, bilingual proficiency.

## TRANS 102

### Fundamentals of Interpreting • 3 CR

Covers the building blocks of interpreting, including analyzing, summarizing and paraphrasing, listening comprehension, shadowing, closure, and note taking. **Prerequisite:** Acceptance into program, bilingual proficiency.

## 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 proof-reading skills necessary to produce clear, and polished translations. **Prerequisite:** Acceptance into program, bilingual proficiency.

## TRANS 104

### Technology for Translators & Interpreters • 3 CR

Introduction to the equipment and electronic tools used by professional translators and interpreters throughout their workflow. Develop basic skills using, assessing, and choosing appropriate hardware and software including computer-assisted translation tools. **Prerequisite:** Acceptance into program, bilingual proficiency.

## TRANS 105

### Terminology Management & Research • 3 CR

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.

## TRANS 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.

## TRANS 201

### Advanced Translation Skills 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 science, technology, legal commercial, and medical. Emphasis is on professional presentation. Included is a team translation project. **Prerequisite:** Acceptance into program, bilingual proficiency.

## TRANS 202

### Advanced Interpreting Skills I • 3 CR

Provides opportunities for practical experience in the interpreting modes necessary for working in different settings. **Prerequisite:** Acceptance into program, bilingual proficiency.

## TRANS 203

### Advanced Translation Skills 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 science, technology, legal, commercial and medical. Emphasis is on professional presentation. Includes a team translation project. **Prerequisite:** Acceptance into program, bilingual proficiency.

**TRANS 204****Advanced Interpreting Skills II • 3 CR**

Provides 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.

**TRANS 205****Advanced Translation Skills III • 3 CR**

Practical experience in translation, editing, and finalization of more complex commercial texts in a variety of fields. **Prerequisite:** Acceptance into program, bilingual proficiency.

**TRANS 206****Advanced Interpreting Skills III • 3 CR**

Advanced practical experience in the three interpreting modes necessary for working in different settings. **Prerequisite:** Acceptance into program, bilingual proficiency.

**World Languages****ARTS & HUMANITIES DIVISION**

The World Languages department strongly recommends that native and heritage speakers of a language do not take first-year courses in that language. They may either study another language in the program, or contact the coordinator of their language for correct placement at a higher level.

**AMERICAN SIGN LANGUAGE****ASL& 121****American Sign Language I • 5 CR**

Introduces the basic vocabulary and grammar of ASL for the beginning student and reviews the cultural aspects of deafness. Fulfills humanities course requirement at BC.

**ASL& 122****American Sign Language II • 5 CR**

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 BC. **Prerequisite:** ASL& 121.

**ASL& 123****American Sign Language III • 5 CR**

Continues ASL& 122 (prev ASL 102). Topics include rules and syntax, and use of illustrated techniques to describe signs. **Prerequisite:** ASL& 122 (prev ASL 102).

**ASL 194/195/196/197****Special Topics in American Sign Language • V1-5 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.

**ASL& 221****American Sign Language IV • 5 CR**

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**

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**

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**

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**

Continues ARAB 121. **Prerequisite:** ARAB 121 or permission of instructor.

**ARAB 123****Arabic III • 5 CR**

Continues ARAB 122. **Prerequisite:** ARAB 122 or permission of instructor.

**ARAB 194/195/196/197****Special Topics Arabic • V1-5 CR**

Allows specialized or in-depth study of subjects related to Arabic language and culture.

**CHINESE****CHIN& 121****Chinese I • 5 CR**

Introduces basic functional language ability by acquiring vocabulary and skills in grammar, pronunciation, and the Pinyin (Romanized) writing system. Students practice sounds and tones, vocabulary, grammatical constructions and practice pronunciation and Chinese characters writing. Includes listening, speaking, reading and writing skills using traditional and simplified characters. Course includes elements of Chinese culture, art, and music.

**CHIN& 122****Chinese II • 5 CR**

Introduces functional language ability in spoken and written Chinese. Continues elements of Chinese culture. Students practice sounds and tones, vocabulary, and grammatical constructions, practice pronunciation and Chinese characters writing and use Chinese in authentic situations. **Recommended:** CHIN& 121 or permission of instructor.

**CHIN& 123****Chinese III • 5 CR**

Further expands functional language ability in spoken and written Chinese. Students practice sounds and tones, vocabulary, and grammatical constructions and both traditional and simplified characters and practice using Chinese in authentic situations. Continues understanding of Chinese culture. **Prerequisite:** CHIN& 122 or permission of instructor.

**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.



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### CHIN& 221

#### Chinese IV • 5 CR

Reviews and expands basic, first-year Chinese skills. Increases understanding of Chinese grammar, expand vocabulary, and improves productive and receptive language skills within a cultural context. Includes both traditional and simplified characters. Increases understanding of Chinese culture. **Prerequisite:** CHIN& 123 or permission of instructor.

### CHIN& 222

#### Chinese V • 5 CR

Reviews and expands basic, first-year Chinese skills. Increases understanding of Chinese culture, grammar, expands vocabulary, improves productivity and receptive language skills within a cultural context. Covers both traditional and simplified characters and practices using Chinese in authentic situations. **Recommended:** CHIN& 221 or permission of instructor.

### CHIN& 223

#### Chinese VI • 5 CR

Reviews and expands basic, first-year Chinese skills. Increases understanding of Chinese culture and society, grammar, expand vocabulary, and improves productive and receptive language skills within a cultural context. **Prerequisite:** CHIN& 222 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

Introduces basic speaking, reading, and writing skills. Students learn by listening and speaking as well as reading and writing with the help of a variety of web based materials.

### FRCH& 122

#### French II • 5 CR

Continues FRCH& 121. **Prerequisite:** FRCH& 121 or permission of instructor.

### FRCH& 123

#### French III • 5 CR

Continues FRCH& 122. **Prerequisite:** FRCH& 122 or permission of instructor.

### FRCH 131

#### Language & Culture Immersion:

#### Beginning 1st Year French • 5 CR

Introduces basic speaking, reading and writing skills to the complete beginner (debutant) who has little or no previous exposure to elementary French. Placement is determined by approved host institution. Students experience complete immersion into a 100% French-speaking on-site environment. Portfolio evaluation required to receive credit. **Prerequisite:** Placement determined by assessment at host institution.

### FRCH 132

#### Language & Culture Immersion:

#### Intermediate 1st Year French • 5 CR

Gives beginner with some previous knowledge of elementary French (faux debutant) an opportunity to improve use of basic oral and written skills in a variety of everyday situations using readily understandable language. Students experience complete immersion into a 100% French-speaking on-site environment. Portfolio evaluation required to receive credit. **Prerequisite:** Placement determined by approved host institution and permission of instructor.

### FRCH 133

#### Language & Culture Immersion:

#### Advanced 1st Year French • 5 CR

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 FRCH 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 194/195/196/197

#### Special Topics in French • V1-5 CR

Allows specialized or in-depth study of subjects related to French language and culture. **Prerequisite:** Current French students.

### FRCH& 221

#### French IV • 5 CR

Reviews and expands on first-year French grammar. Students increase their oral and written competencies, working in an authentic literary and cultural context. **Prerequisite:** FRCH& 123 or permission of instructor.

### FRCH& 222

#### French V • 5 CR

Continues FRCH& 221. **Prerequisite:** FRCH& 221 or permission of instructor.

### FRCH& 223

#### French VI • 5 CR

Continues FRCH& 222. **Prerequisite:** FRCH& 222 or permission of instructor.

### FRCH 231

#### Language & Culture Immersion:

#### Basic 2nd Year French • 5 CR

Gives a student with a general understanding of spoken and written functional language (intermediaire) the opportunity to expand and perfect their oral and written command of intermediate French in daily situations.

### FRCH 232

#### Language & Culture Immersion:

#### Basic 2nd Year French • 5 CR

Allows students to use spoken and written French with relative ease (intermediaire avance) to expand their ability to explain a variety of general and specific information using advanced intermediate functional language. Continues FRCH 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 Year French • 5 CR

Gives a student the ability to use appropriate vocabulary and grammar at a normal rate of speech with excellent pronunciation (avance) the opportunity to enhance their use of advanced oral and written French. Continues FRCH 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.

### FRCH 294/295/296/297

#### Special Topics in French • V1-5 CR

Allows specialized or in-depth study of subjects related to French language and culture. **Prerequisite:** Current French students or permission of instructor.

## GERMAN

### GERM& 121

#### German I • 5 CR

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

Continues GERM& 121. *Prerequisite:* GERM& 121 or permission of instructor.

## GERM& 123

### German III • 5 CR

Continues GERM& 122. *Prerequisite:* GERM& 122 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

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

Continues GERM& 221. *Prerequisite:* GERM& 221 or permission of instructor.

## GERM& 223

### German VI • 5 CR

Continues GERM& 222. *Prerequisite:* GERM& 222 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

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. Format includes extensive audio and internet usage. After successful completion, students are encouraged to continue with ITAL 122.

## ITAL 122

### Italian II • 5 CR

Continues ITAL 121. Format includes extensive audio and internet usage. After successful completion, students are encouraged to continue with ITAL 123. *Prerequisite:* ITAL 121.

## ITAL 123

### Italian III • 5 CR

Continues ITAL 122. Format includes extensive audio and internet usage. *Prerequisite:* ITAL 122.

## ITAL 194/195/196/197

### Special Topics in Italian • V1-5 CR

Allows specialized or in-depth study of a subject supplementing Italian curriculum. Topics are announced in the quarterly schedule. May be repeated for a maximum of 15 credits.

## ITAL 294/295/296/297

### Special Topics in Italian • V1-5 CR

Allows specialized or in-depth study of a subject supplementing Italian curriculum. Topics are announced in the quarterly schedule. May be repeated for a maximum of 15 credits.

## JAPANESE

## JAPN& 121

### Japanese I • 5 CR

Develops beginning level listening and conversation skills along with reading and writing hiragana and katakana characters. Some relevant aspects of Japanese culture are introduced.

## JAPN& 122

### Japanese II • 5 CR

Continues JAPN& 121. Continues to develop listening, speaking, and reading and writing skills of Japanese. Some basic kanji characters and relevant aspects of Japanese culture are introduced. *Prerequisite:* JAPN& 121 permission of instructor.

## JAPN& 123

### Japanese III • 5 CR

Continues JAPN& 122. Continues to develop listening, speaking, and reading and writing skills of Japanese. More basic kanji characters and relevant aspects of Japanese culture are introduced. *Prerequisite:* JAPN& 122 or permission of instructor.

## JAPN 194/195/196/197

### Special Topics in Japanese • V1-5 CR

Allows specialized or in-depth study of a subject supplementing the Japanese curriculum. Topics are announced in the quarterly schedule. May be repeated for a maximum of 15 credits.

## JAPN& 221

### Japanese IV • 5 CR

Continuation of JAPN& 123. Students practice listening, speaking, reading and writing in integrated activities relating to a main theme. More kanji and relevant aspects of Japanese culture are introduced. *Prerequisite:* JAPN& 123 or permission of instructor.

## JAPN& 222

### Japanese V • 5 CR

Continues JAPN& 221. Students practice listening, speaking, reading and writing in integrated activities relating to a main theme. More kanji and relevant aspects of Japanese culture are introduced. *Prerequisite:* JAPN& 221 or permission of instructor.

## JAPN& 223

### Japanese VI • 5 CR

Continues JAPN& 222. Students practice listening, speaking, reading and writing in integrated activities relating to a main theme. More kanji and relevant aspects of Japanese culture are introduced. *Prerequisite:* JAPN& 222 or permission of instructor.

## JAPN 294/295/296/297

### Special Topics in Japanese • V1-5 CR

Allows specialized or in-depth study of a subject supplementing the Japanese curriculum. Topics are announced in the quarterly schedule. May be repeated for a maximum of 15 credits.

## 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. *Recommended:* Prior exposure to Spanish.

## SPAN& 121

### Spanish I • 5 CR

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 Hispanic culture are presented. Format includes extensive audio and Internet usage. After successful completion, students are encouraged to continue with SPAN& 122.

## 2014-15 Course Descriptions

### **SPAN& 122**

#### **Spanish II • 5 CR**

Continues SPAN& 121. Format includes extensive audio and Internet usage. ***Prerequisite:*** SPAN& 121 or permission of instructor.

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### **SPAN& 123**

#### **Spanish III • 5 CR**

Continues SPAN& 122. Format includes extensive audio and Internet usage. ***Prerequisite:*** SPAN& 122 or permission of instructor.

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### **SPAN 194/195/196/197**

#### **Special Topics Spanish • V1-5 CR**

### **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.

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### **SPAN& 221**

#### **Spanish IV • 5 CR**

Reviews first-year grammar concepts and expands on vocabulary acquisition. Students practice integrating the four major language skills: listening, speaking, reading, and writing, and further develop their cultural competency by working on authentic material from the Spanish-speaking world. Oral communication is emphasized. Format includes extensive audio and Internet usage. ***Prerequisite:*** SPAN& 123 or permission of instructor.

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### **SPAN& 222**

#### **Spanish V • 5 CR**

Continues SPAN& 221. Format includes extensive audio and Internet usage. ***Prerequisite:*** SPAN& 221 or permission of instructor.

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### **SPAN& 223**

#### **Spanish VI • 5 CR**

Continues SPAN& 222. Format includes extensive audio and Internet usage. ***Prerequisite:*** SPAN& 222 or permission of instructor.

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### **SPAN 299**

#### **Individual Studies in Spanish • V1-5 CR**

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

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*Bellevue 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*

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Resource Center: A.J. Duxbury

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## Interim Assistant Director, Multicultural

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Programs: Kazumi Hada

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### Continuing Education: TBD

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#### Dev Ed/ABE/GED: Tonya Estes

#### Experiential Learning: Cheryl Vermilyea

#### Interior Design: Daniel Beert

#### Music: Tom Almli

#### Philosophy: Russ Payne

#### World Languages: Eva Norling

## Health Sciences, Education & Wellness Institute

### Assistant Dean: Ray Butler

### Alcohol & Drug Counseling: Paul Weatherly

### Allied Health: Dave Rex (Director)

### Bachelor of Applied Science: Maurya Radvilas

### Diagnostic Ultrasound: Terry Hatcher

### Early Learning & Teacher

Education: Stephanie Sloan

### Healthcare Technology

Management: Pam Charney

### Neurodiagnostic Technologist

(ENDT): Stacey Austin

### Nuclear Medicine Technology:

Jennifer Prekeges

### Nursing (Associate Degree & Continuing

Nursing Educ.): Vicky Hertig

### Parent Education: Lisa Allen

### Physical Education/Health: Ray Butler

### Radiation Therapy: Julius Armstrong

### Radiologic Technology: Kris L. Miller

### Director, Wellness Center: Ray Butler

## Institute for Business & Information Technology

### Accounting: Rosemary Hall

### Business Technology System

(BTS): Suzanne Marks

### Business Management/Marketing

Management: Frank Hatstat

### Digital Media Arts: Mary Slowinski

### Information Systems, Network Services

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## Science Division

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### Earth & Space Sciences: Kent Short

### Engineering Sciences: Frank Lee

### Life Sciences: Sue Miller

### Mathematics: Jennifer Laveglia

### Physical Sciences: Jennie Mayer

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### Psychology: Carol Anderson

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B.A., Vassar College, New York  
M.S., Boston University

**\*Kotker**, Joan Barcia, English  
B.A., M.A., Ohio State University

**Ku**, Sunmi, Mathematics  
B.S., Kyung-Sung University, South Korea  
M.S., Pusan National University, South Korea  
M.S., Florida State University

**Kuba**, Kathleen M, Developmental Education (Director)  
B.S.E.D., University of Missouri  
M.A., University of Washington

**Laffen**, Judith Dean, IBIT  
M.A., University of Chicago  
B.A., University of Colorado

**Laney**, Dena A., Business Technology Systems  
M.A., California State University  
B.A., M.A., Florida State University

**Lapointe**, Lisa A. Library Media Center  
B.F.A., Marshall University  
M.A., Louisiana State University

**Laveglia**, Jennifer L., Mathematics (Chair)  
B.S., Bowling Green State University, Ohio  
M.S., University of North Carolina at Chapel Hill

**Lee**, Frank, Engineering Sciences (Chair)  
B.S., M.S.ME, University of Washington

**Lee**, Harlan, Counseling Center (Chair)  
B.A., Glassboro State College, New Jersey  
M.A., Arizona State University  
M.Ed., Northern Arizona University

**\*\*Lee**, Joyce, Math  
B.A., MA San Francisco State University

**Lee**, Thomas J., Network SVCS & Comp. Systems  
B.S., Eastern Washington University

**Leighton**, Gordon B., Dr., English  
B.A., Bates College, Maine  
M.A., Ph.D., University of Virginia

**Lepeintre**, Suzanne, English (Chair)  
B.A., Lewis & Clark College  
M.A.T., Ph.C., University of Washington

**Li**, Xiao, Business Administration – Transfer;  
Computer Science – Transfer  
B.S., University of California at Davis  
M.S., California State University at Hayward

**Lindman**, Dale, Art (Chair)  
B.A., M.A., St. Cloud State University  
M.F.A., University of Washington

**Liu**, Li, Communication, Study Abroad Coordinator  
B.A., M.A., Yunnan University, China  
Ph.D. University of Washington

**Longpre**, Nicole, Library Media Center  
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M.L.S., University of Washington

**Luark**, Carolyn, Art  
B.A., Central Washington University  
M.F.A., Washington State University

**Ludlow**, Jocelyn A., Nursing  
B.S.N., University of Mary-Hardin Baylor  
M.N., University of Washington, Bothell

**Lum**, Leslie G., Business Administration – Transfer; E-Commerce (Chair)  
B.F.A., M.S.W., University of British Columbia  
M.B.A., Columbia University

**Luzzi**, Bethanne, Counseling Center  
B.A. Muhlenberg College  
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**Lyle**, Catherine, Physical Sciences  
B.A., Pomona College  
M.S., Tufts University, Massachusetts

**Ma**, Christopher, Associate Director, CE

**Ma**, Nan, English  
B.A., M.A., University of Texas at Dallas  
Ph.D., University of California Riverside

**Majury**, Maureen, Center of Excellence for Information & Computing Technology (Director)  
B.A., M.Ed. University of Washington

**Mangan**, Rick, American Sign Language  
B.A., University of Washington

**Marks**, Suzanne, Business Technology Systems (Chair)  
B.A., Washington State University

**Martel**, Steven G., Counseling Center  
A.A., Highline Community College  
B.S., Psychology, Western Oregon University  
M.A., Ph.D., Argosy University, Seattle

**Martinez**, Natalie A., English  
B.A., Westminster College  
M.A., Western Washington University

**Massie**, Melissa, World Languages  
B.A., Linfield College, Oregon  
M.A., Seattle University

**Mauldin**, Diane M., Biology  
B.A., M.Ed., University of Washington

**Maulik**, Manusumi, Mathematics  
B.S., Calcutta University, India  
M.S. Garwhal University, India

**Mayer**, Jennie K., Physical Science (Chair)  
B.A., University of California  
M.S., University of California

**McEachran**, Nancy, English as a Second Language  
M.S., Eastern Washington University  
M.A., Seattle Pacific University

**Meerdink**, Kenneth, Engineering  
M.A., Seattle University MA of Software Engineering  
M.A., University of Iowa MA of Science

**Meyer**, Michael W., English, Interdisciplinary Studies  
B.A., Briar Cliff College, Iowa  
M.A., Marquette University, Wisconsin

**\*\*Michalek**, Margaret, Mathematics

**Miguel**, Donna, English  
B.A., Western Washington University  
M.A., New Mexico State University

**Miller**, Kristine L., Radiologic Technology (Chair)  
A.A., Bellevue College  
B.A., Eastern Washington University

**Miller**, Susan A., Biology  
B.S., Occidental College, California  
M.S., University of Washington



**\*\*Minium**, Deborah, Earth & Space/Geology  
B.A., Austin State University  
M.A., Antioch New England  
Graduate School

**\*\*Minks**, Ann, HPRO  
A.A.S., Edmonds Community College

**Mitchell**, Daniel Dr., Chemistry  
B.S., Ph.D., University of Washington

**Molsen**, Darlene K., Associate Dean,  
Workforce Education

**Muhlestein**, Marci, Occupational & Life Skills  
(Director) (Chair)  
B.S., University of Puget Sound  
M.A., Seattle University

**Murphy**, Margaret, Director, Life Science  
Informatics  
B.A., University of Washington  
M.A., New York University

**Nacke**, Eric A., English as a Second Language  
M.A., Seattle Pacific University  
B.A., University of Oregon

**Nash-Haruna**, Anne-Mary, Accounting  
M.S., Strayer University, VA

**Nichols**, Garrett  
M.A., Illinois State University  
Ph.D., Texas A & M University

**Nielsen**, Thomas R., Vice President - Instruction  
B.A., M. Arch., University of Washington

**Nishioka**, Belle, Counselor  
B.A., University of Puget Sound  
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B.A., University of Tübingen, Germany  
M.A., Freiburg University, Germany

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B.A., University of the Pacific, California  
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**Oar**, David J., Library Media Center  
B.A., University of Washington  
M.A., University of Washington

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(Chair)  
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M.A., University of Washington

**Orechia**, Stella, Health and Physical Education;  
Athletics  
B.S., Brigham Young University  
M.A., San Francisco State University

**Otte**, Richard, Director, Television Services.  
B.A., Marquette University

**Paquette**, Judith, Accounting-Transfer &  
Business Administration-Transfer  
B.S., California State University at Fresno  
M.B.A., Golden Gate University,  
San Francisco

**Park**, Hyesu, English  
B.A., Sung Kyun University  
M.A., University of Massachusetts

**Patterson**, Catherine, English Language  
Institute  
B.A., Tulane University  
M.A., Harvard MA

**Pauley**, Jean M, English as a Second Language  
(Chair)  
B.S., Northern Kentucky University  
M.S., Seattle University, Washington

**\*Paydar**, Iraj, Dr., Political Science  
B.A., M.A., Western Washington University  
Ph.D., University of Utah

**Payne**, William, Dr., Philosophy (Chair)  
B.A., M.A., Arizona State University  
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**\*Phillips**, Gayne E., Parent Education  
B.A., M.A., Washington State University

**Pickering**, Wendy, English Language Institute  
B.A., California State University  
M.A., Regent College, Vancouver, Canada  
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**Pollock**, Kimberly, Ethnic & Cultural Studies  
(Chair)  
B.A., Shimer College, Illinois  
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**Prekeges**, Jennifer, Nuclear Medicine  
Technology (Chair)  
B.A., Whitman College  
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**Prigg**, Riley D., Media Communication &  
Technology  
Bellevue College.

**Pritchard**, Thomas W., Administration of  
Criminal Justice  
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B.S., M.S., Western Washington University

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B.A.S., Bellevue College  
M.H.A., University of Phoenix

**\*\*Raman**, Usha, Math

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B.A., St. Augustine's College  
M.A., Argosy University, Seattle

**Rex**, Dave, Allied Health (Chair)  
B.A., Central Washington University  
A.A., Everett Community College

**Robbings**, Grace, Economics  
B.A., M.A., Boston University, Massachusetts

**Romppanen**, Sharon, Early Childhood  
Education.  
M.A., Wheelock College

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M.S., Louisiana State University

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M.S.L.S., University of Southern California

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**Saffin**, Lori, Dr., Sociology  
B.A., Ohio University  
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Student Programs  
B.S., University of Santo Tomas  
M.B.A., University of San Jose Recoletos

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B.A., University of California at Berkeley  
M.A., University of California at Santa Cruz

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**Schinman**, Linda S., Radiation Therapy  
A.A., Bellevue College  
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Prof. Training INST  
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**\*Shook, Caroline M.**, Mathematics  
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M.A., Cornell University, NY

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M.A., University of Chicago

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Ph.D., University of Minnesota

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B.A., Washington State University  
M.Ed., Idaho State University  
M.B.A., University of the Virgin Islands, St. Thomas

**Tate, Trevor McMorris, Dr.**, Political Science.  
B.A., University of the West Indies  
B.A., University of Manitoba  
Ph.D., Queen's University, Ontario

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**Tedeschi, Lisa**, Nursing-Associate Degree  
B.S., Southern Illinois University  
M.S., Texas Woman's University

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M.A., University of Washington

**Tessandori, Anthony**, Anthropology  
B.S., California State Polytechnic University Pomona  
M.A., California State University Fullerton

**Torrence, James S.**, English  
B.A., University of Washington  
M.A., Central Washington University

**Townsend, Jennifer L.**, Mathematics  
M.S., George Institute of Technology

**Torowski, Tabitha**, Psychology  
M.A., Ohio State University  
B.A., Mira Costa College

**Unti, Brandon**, Economics  
B.A., Portland State University  
M.A., University of Missouri

**Unwin, Sylvia**, IBIT, Assistant Dean, Network Services & Computing Systems and Information Systems (Chair)  
B.A., Pomona College  
M.S., West Coast University, California

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M.S., University of Tennessee  
M.Div., Golden Gate Theological Seminary, California

**Van Vector, Myra**, Dean, Library Media Center (Chair)  
B.A., University of the Philippines  
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**Viens, Robert, Dr.**, Science (Dean)  
B.A., Cornell University, New York  
M.S., Ph.D., University of Washington

**Villines, Andrea**, Mathematics, Math Lab Director  
B.S., M.S., Western Washington University

**Wais, Constance S.**, Interior Design  
B.A., California State University at Northridge

**Walker, George**, Geography  
B.A., Durham University, Durham, U.K.  
M.Ed., Newcastle University, Newcastle, U.K.

**Wanamaker, Dennis L., Dr.**, Psychology  
B.A., M.Ed., Central Washington University  
Ed.D., Washington State University

**Weatherly, Paul**, ALDAC (Director) (Chair)

**Weber, Sybil M.**, Nursing  
B.A., University of Washington  
B.S., M.S., Seattle Pacific University

**Weintraub, Cynthia**, English Language Institute  
M.S., Seattle University  
B.A., Sarah Lawrence College, Bronxville, N.Y.

**White, Chad, Art**  
B.A., University of New Mexico  
M.A., Arizona State University

**White, Jeffrey R.**, English  
B.A., Evergreen State College  
M.A., University of Washington

**\*White, Kathleen**, English  
B.A., University of Washington  
M.A., University of Houston

**White, Raymond**, Vice President, Administrative Services  
M.A., City University of Seattle

**Wirth, Bruce M**, KBCS, (Program Director)  
B.A., University of Puget Sound

**\*Witmer, Judith**, Parent Education  
B.S., University of Colorado

**\*\*Wong, Jeffrey**, Social Science  
M.A. University of Washington

**Woo, Judy Eng, Dr.**, Business Administration- Transfer; General Business Management  
B.A., University of Washington  
M.P.A., Seattle University  
Ph.D., University of Washington

**Yabui, Alan, Dr.**, Communication Studies  
B.S., Kansas State University  
M.S., University of Southern California  
M.A., Wichita State University, Kansas  
M.A., San Diego State University  
Ph.D., Montana State University

**\*\*Yamasaki, Dan R.**, Business Adm/Transfer

**Yarborough, Steven J.**, English  
B.A., Seattle Pacific University  
M.A., Baylor University

**Yoshino, Mark**, Physical Education  
B.A., Western Washington University  
M.P.E., Pacific Lutheran University

**Zupan, Sheere**, Radiologic Technology  
A.A., Presentation College/  
St. Luke's Hospital, South Dakota

# Main Campus Map



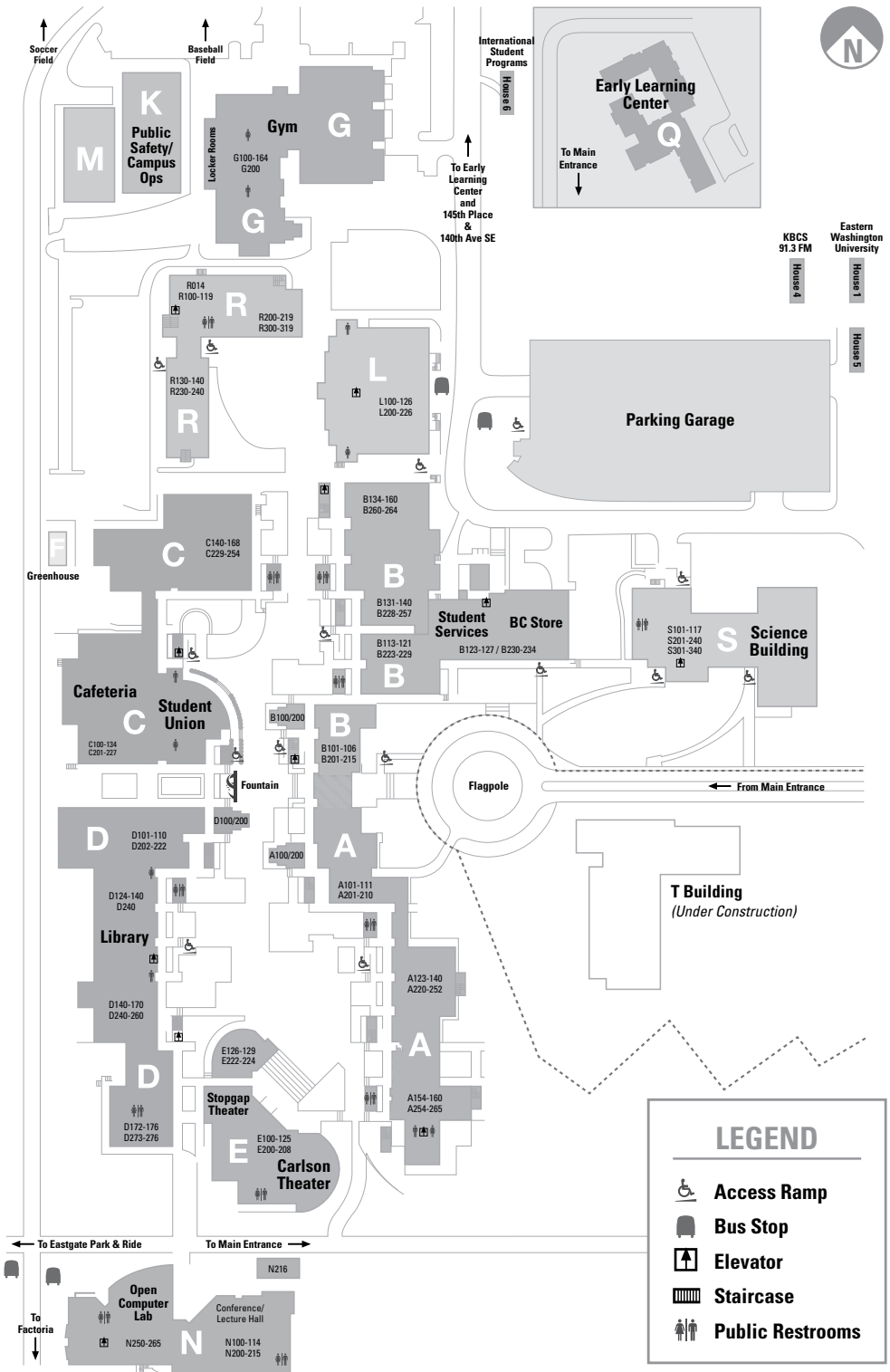
# MAIN CAMPUS MAP

3000 Landerholm Circle SE, Bellevue, WA 98007-6484

For more information, visit [www.bellevuecollege.edu/visitors](http://www.bellevuecollege.edu/visitors)

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PS 5-14

## BELLEVUE COLLEGE MAIN CAMPUS PARKING MAP

Information subject to change - please check  
entrance sign at lots for current restrictions.

### LEGEND

**Daily Metered Parking**  
Open to Visitors, Employees, &  
Students w/ Quarterly Permits

**Discount Permit Parking**  
Requires Discount Permit  
(all student permits okay)

**Student Parking**  
Requires Non-discount Student  
Permit (daily permits okay)

**Employee Parking**  
Requires Employee Permit

**Reserved Parking**  
Loading Dock

**Metro Bus Stop**

**Electric Vehicle  
Charging Station**

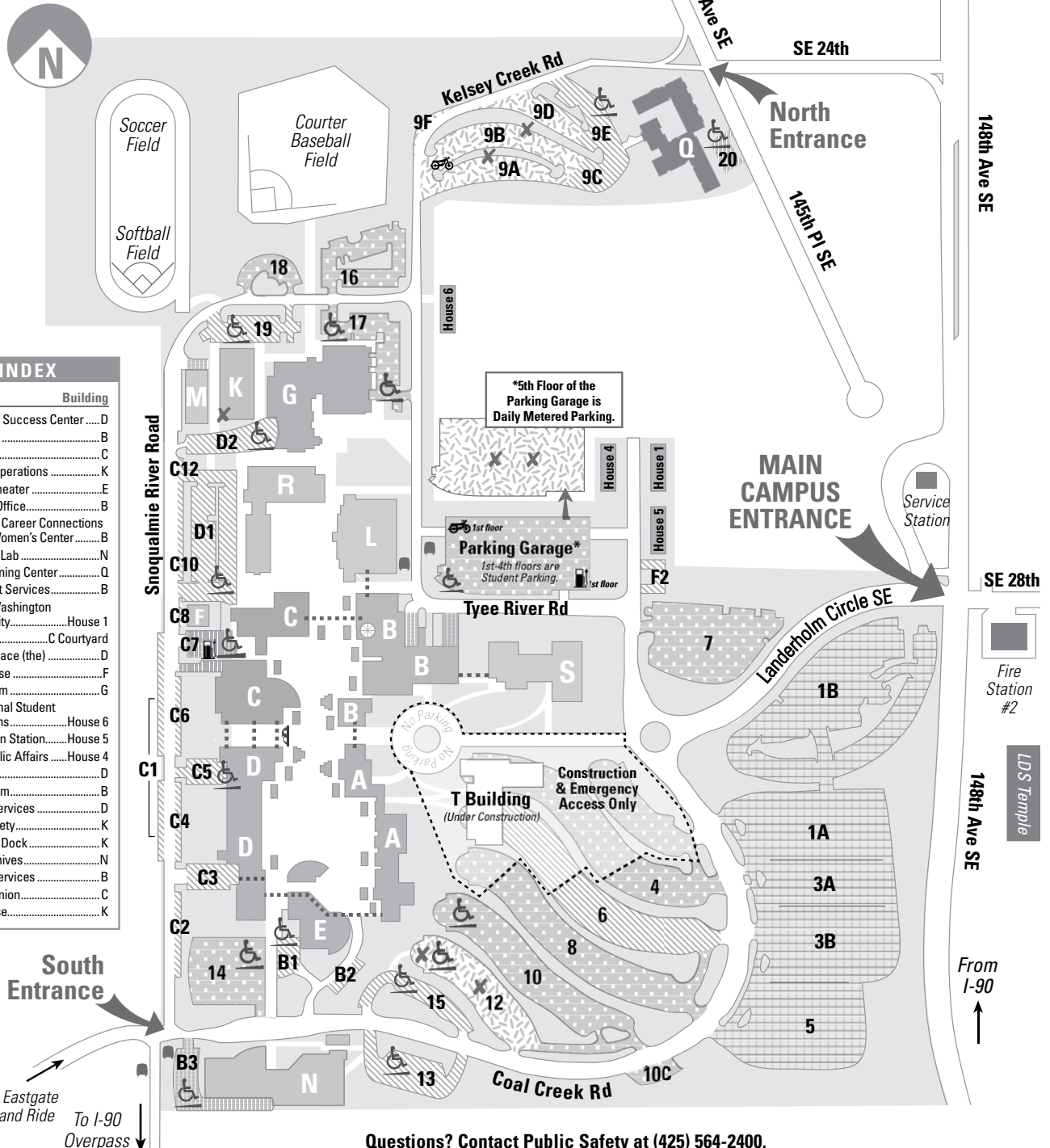
**Pay Station  
Location**

**Wheelchair  
Accessible**

**Motorcycle  
Parking**

**Second Floor  
Walkway**

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Name	Building
Academic Success Center .....	D
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Public Safety .....	K
Receiving Dock .....	K
State Archives .....	N
Student Services .....	B
Student Union .....	C
Warehouse .....	K



Questions? Contact Public Safety at (425) 564-2400.



## Notes



# 2014-2015 Academic Calendar

## June 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17 Finals	18 Finals	19 Finals	20 Commencement	21
22	23	24	25	26	27	28
29	30	Commencement: June 20				

## July 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 Summer Qtr Begins	2	3	4 HOLIDAY	5
6	7	8	9 Count Day	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

## August 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14 Finals	15	16 Power Down
17	18	19	20	21	22	23
24 31	25	26	27	28 Last Day Ext. Summer Qtr	29	30

## September 2014

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	18 Opening Day	19	20
21	22 Fall Qtr Begins	23	24	25	26	27
28	29	30				

## October 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
10/22 College Issues Day			1	2	3 Count Day	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22 NO CLASS	23	24	25
26	27	28	29	30	31	

## November 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11 HOLIDAY	12	13	14	15
16	17	18	19	20	21	22
23 30	24	25	26	27 HOLIDAY	28 HOLIDAY	29

## December 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8 Finals	9 Finals	10 Finals	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25 HOLIDAY	26 HOLIDAY	27
28	29	30	31			

## January 2015

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

## February 2015

Sun	Mon	Tue	Wed	Thu	Fri	Sat
2/6 Faculty Professional Development Day 2/16 Classified Staff Professional Development Day						
1	2	3	4	5	6 NO CLASS	7
8	9	10	11	12	13	14
15	16 NO CLASS	17	18	19	20	21
22	23	24	25	26	27	28

## March 2015

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10 NO CLASS	11	12	13	14
15	16	17	18	19	20	21
22	23 Finals	24 Finals	25 Finals	26	27	28
29	30	31	3/10 No Day or Evening Classes Offices Open			

## April 2015

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6 Spring Qtr Begins	7	8	9	10	11
12	13	14	15	16	17 Count Day	18
19	20	21	22	23	24	25
26	27	28	29	30		

## May 2015

Sun	Mon	Tue	Wed	Thu	Fri	Sat
5/12 No Day or Evening Classes Offices Open					1	2
3	4	5	6	7	8	9
10	11	12 NO CLASS	13	14	15	16
17	18	19	20	21	22	23
24 31	25 HOLIDAY	26	27	28	29	30

## June 2015

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16 Tentative	17 Tentative	18 Tentative	19 Tentative	20
21	22	23	24	25	26	27
28	29	30	6/16-19 Tentative dates for spring quarter finals, end of quarter, and commencement			

## July 2015

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 Summer Qtr Begins	2	3 HOLIDAY	4
5	6	7	8	9 Count Day	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## August 2015

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13 Finals	14	15 Power Down
16	17	18	19	20	21	22
23 30	24 31	25	26	27 Last Day Ext. Summer Qtr	28	29



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