



# 2022-2023 Catalog

[tacomacc.edu](http://tacomacc.edu)



**Dear TCC Student,**

Want to complete high school? Build your English language skills? Earn a professional or technical certificate? Achieve an associate or bachelor's degree? Transfer to a university? We can do this together.

Take a moment to review this catalog – it will help you plan for your future in one of our five areas of interest:

- Business, Paralegal, and Technology
- Creative Arts, Literature, and Communication
- Education, Social, and Behavioral Science
- Healthcare
- Science, Engineering, and Math

We are here to support you with your educational goals but also recognize that you are more than just a student; you bring your whole self to TCC. Here, you can access the Titan Food Pantry, scholarship funds through our Foundation, mental health counseling, and other supportive resources. Faculty, staff, and other students are dedicated to supporting you on your TCC journey. We are equally excited for and welcome your contribution to our campus.

Our students vary in age, life experience, and educational goals. TCC is the community's college and you will find you are a welcome addition to the TCC family. We recognize this is an important investment of your time and resources, and we pledge that TCC will make this a fulfilling and meaningful experience.

Thank you for joining our community!

*Ivan L. Harrell, II, Ph.D.  
President, Tacoma Community College*



## TCC Locations

Conveniently located and easily accessible by car, bike, or public transit, TCC offers 26 associate degrees, 29 professional and technical certifications programs, and 4 Bachelor of Applied Science degree options. We provide high-value education in a diverse, thriving learning environment, where students can achieve a wide range of educational and career goals.

### Tacoma Campus

Located on a 150-acre site in west Tacoma, the Tacoma campus houses 28 buildings (0.5 million square feet of covered area) including a health science center, computer center, learning resource center, art gallery, gymnasium, student center, and early childhood learning center. Our Tacoma campus offers credit and non-credit courses. Located on beautiful Puget Sound and framed by the Cascade and Olympic mountain ranges, TCC offers our students a wealth of cultural and recreational opportunities. Tacoma is located 35 miles south of Seattle.

### Gig Harbor Campus

Situated northwest of Tacoma across the Narrows Bridge, our Gig Harbor campus offers credit and non-credit classes. Known for providing a small, intimate learning experience, our Gig Harbor campus is ideally located for residents of the Peninsula community. Read more about our campus and what Gig Harbor has to offer.

### Corrections Education

TCC also operates two instruction sites in partnership with Washington State Department of Corrections; Washington Corrections Center for Women (WCCW) and Mission Creek Corrections Center for Women (MCCCW).

## Mission, Vision, and Values

### *Education is a partnership*

TCC promises that no matter where you start or what you hope to achieve, we will:

- Educate you
- Support you
- Provide you with opportunities

### Mission

As the community's college, we create meaningful learning, advance equity, and strengthen student and community success.

### Vision

We are a premier community college where all students, faculty, staff, and community members are welcomed, appreciated, and valued. We engage students where they are, leading to equitable opportunities for success in learning, life and work. We foster vibrant, productive partnerships that benefit our students and strengthen our community.

### Values

The college promotes student success by embracing core values of:

- Agility
- Community
- Equity, Diversity and Inclusion
- Excellence
- Integrity
- Responsibility

## Our Strategic Plan

Our [2020-2025 Strategic Plan](#) is TCC's guide to how we will continue to forge a strong future for our students and our community.

### Core Theme 1: **Advancing Equity, Diversity, and Inclusion**

We empower students, faculty, and staff through equitable access to opportunities, knowledge, and resources

### Core Theme 2: **Cultivating Exceptional Learning**

We encourage and challenge students to excel in a supportive teaching and learning environment

### Core Theme 3: **Strengthening Community Partnerships**

The college and the community will thrive from intentionally sustained community partnerships

### Core Theme 4: **Enhancing Institutional Vitality**

We build toward a sustainable future by anticipating and meeting the needs of our community.

Detailed links for printing:

2020-2025 Strategic Plan: [www.tacomacc.edu/about/strategicplan/strategicplan](http://www.tacomacc.edu/about/strategicplan/strategicplan)

## Accreditation

Tacoma Community College is accredited by the Northwest Commission on Colleges and Universities, 8060 165th Avenue NE, Suite 200, Redmond, WA 98052. Specialized curriculum accreditation recognized by the Council for Higher Education Accreditation and/or the U.S. Department of Education include the following:

- TCC's Nursing Associate Degree program is approved by the Washington State Nursing Care Quality Assurance Commission and is accredited by the Accrediting Commission for Education in Nursing (ACEN) formerly NLNAC, 3390 Peachtree Road NE, Suite 1400, Atlanta, Georgia 30326.
- TCC's Health Information Management BAS program has been reaffirmed through 2027 by the Commission on the Accreditation for Health Informatics and Information Management Education (CAHIIM).
- TCC's Respiratory Therapy program is accredited by the Commission on Accreditation for Respiratory Care (CoARC).
- TCC's Paramedic program is accredited by the Committee on Accreditation of Educational Programs for the EMS Professions (CoAEMSP) in collaboration with the Commission on Accreditation of Allied Health Education Programs (CAAHEP).
- TCC's Radiologic Sciences program is accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT).
- TCC's Paralegal program is approved by the American Bar Association.

- TCC's Diagnostic Medical Sonography program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) on the recommendation by the Joint Review Committee on Education in Diagnostic Medical Sonography.

## Non-Discrimination Statement

At TCC, we celebrate our diverse community, and we believe our people are our greatest asset. We stand for social justice, implement best practices to advance equity, diversity, and inclusion, and collaborate to dismantle systemic racism.

Tacoma Community College values diversity and is an Equal Opportunity Employer and Educator. Tacoma Community College provides equal opportunity in education and employment and does not discriminate on the basis of race, color, national origin, age, disability, genetic information, gender identity, gender expression, sex, sexual orientation, marital status, creed, religion, or status as a veteran of war. Prohibited sex discrimination includes sexual harassment (unwelcome sexual conduct of various types). Provides reasonable accommodations for qualified students, employees, and applicants with disabilities in accordance with the Americans with Disabilities Act and Federal Rehabilitation Act.

The following officers have been designated to handle inquiries regarding non-discrimination policies: Stephen Smith, Title II and Title IX, Building 14, 253-566-5055; Dr. Davi Kallman, Section 504 Officer, Building 7, 253-566-5157.

## Areas of Study

Our Areas of Study are designed to help you find a program that matches your interests and skills. Whether you are looking to complete high school, upgrade your current skills, prepare for a technical career, or complete a bachelor degree, we have the program to help you succeed.

### **Business, Paralegal, and Technology**

Areas includes: Accounting, Business Transfer, Business Applied Science, Networking & Cyber Security, Paralegal, Applied Management Bachelors, & IT Bachelors.

### **Creative Arts, Language, and Communication**

Areas include: Art, Communications, Interdisciplinary Writing, Literature, Music, Spanish, and World Languages.

### **Education, Social & Behavioral Sciences**

Areas include: Anthropology, Education, Early Childhood Education, History, Human Services, Chemical Dependency, Political Science, Psychology, and Sociology

### **Healthcare**

Areas include: Allied Health, Community Health Bachelors, DMS (Ultrasound), EMT, Health Information Technology, Health Information Management Bachelors, Invasive Cardio Therapy, Nursing, Pre-Nursing, Nursing Assistant, Paramedic, Nuclear Medicine, Radiology, Respiratory Therapy, Medical Billing, Medical Scribe, HIM, Pre-Medicine (includes Pre-Dental, Pre-Occupational Therapy, Pre-Physician Assistant, Pre-Physical Therapy, and Pre-Vet)

### **Science, Engineering, and Math**

Areas include: Astronomy, Atmospheric Science, Biology, Chemistry, Computer Science, Earth Science, Engineering (Bioengineering/Chemical Engineering, Computer/Electrical Engineering, Mechanical/Civil Engineering, Material Science/Manufacturing Engineering), Math, and Physics.

### **Transitional Studies**

Areas include Basic Education for Adults (BEA) and Adult English Language Acquisition (ELA)

### **High School Completion**

Areas include Fresh Start (for students age 16-21), High School + (adults age 18 and over), Running Start (Junior and Senior high school students), College in the High School, (college courses taught at your high school) and GED preparation.

### **Continuing Education**

Non-credit courses. Areas include personal interest and professional development

## **Associate Transfer Degrees**

Students interested in pursuing fields that require four-year degrees may complete the first two years of courses through enrollment in Tacoma Community College's comprehensive college programs. TCC provides freshman- and sophomore-level courses leading to bachelor's degrees at four-year colleges and universities. For specific major department requirements, students are advised to contact the four-year institutions in which they intend to transfer.

Washington four-year colleges have an increasing expectation that students will choose and prepare for their major field of study before transfer. Public colleges, such as the University of Washington-Seattle, that accept transfer students on a competitive-entry basis, consider "major readiness" to be an important acceptance criteria for transfer students. Transfer students should select majors and begin taking specific courses to prepare for their majors. Consult TCC advisors for more information on major readiness. While TCC's dedicated counseling and advising staff assists students in selecting courses, the final responsibility for meeting graduation requirements rests with individual students.

Tacoma Community College offers several specialized transfer degrees. Students planning to earn bachelor's degrees in the following specialized areas can complete associate degrees tailored to prepare them to transfer as efficiently as possible.

Transfer degrees are lower division undergraduate degrees that require a minimum of 90 college-level credits. They include Direct Transfer Agreements (DTAs) and Major Related Programs of Study (MRPs).

- Associate of Arts (AA/AA-DTA)
  - Awarded for completion of an approved transfer curriculum paralleling the first two years of university study with a specialization in anthropology, art, communication studies, elementary education, environmental sustainability, history, interdisciplinary writing, literature, mathematics, music, political science, psychology, sociology, spanish, or world languages.
- Associate of Science (AS/AS-T)
  - Awarded for completion of an approved science transfer curriculum paralleling the first two years of university study with a specialization in biology, chemistry, earth science, engineering, environmental science, or physics.
- Associate in General Studies
  - Awarded for completion of an approved two-year academic program designed to meet a particular educational goal.

### **Statewide Agreements**

- Direct Transfer Agreement (DTA)
  - The Direct Transfer Agreement (DTA) is a statewide agreement. It is an Associate of Arts degree awarded by a community or technical college to students who have completed a general education transfer curriculum.
- Major Related Programs (MRP)

- Major Related Programs (MRP) are intended to help students prepare to transfer into high demand bachelor's degree programs that require specific courses in the first two years. Each MRP is based on one of the statewide transfer agreements: Direct Transfer Agreement (DTA) or the Associate of Science-Transfer (AS-T).

## Specialized Associate Degrees

TCC offers several specialized transfer degrees. Students planning to earn bachelor's degrees in the following specialized areas can complete associate degrees tailored to prepare them to transfer as efficiently as possible.

### Associate of Arts

- Associate of Arts, Option B
- Associate of Arts, LaEAP
- Associate of Arts, Specializations:
  - Anthropology
  - Art
  - Communication Studies
  - Elementary Education
  - Environmental Sustainability
  - History
  - Interdisciplinary Writing
  - Literature
  - Mathematics
  - Music
  - Political Science
  - Psychology
  - Sociology
  - Spanish
  - World Languages
- Associate of Arts in Biology
- Associate of Arts in Business
- Associate of Arts in Computer Science
- Associate of Arts in Music
- Associate of Arts in Pre-Nursing

### Associate of Science

- Associate of Science, Track I Specializations
  - Biology
  - Chemistry
  - Earth Sciences
  - Environmental Sciences
- Associate of Science, Track II Specializations:
  - Astronomy
  - Atmospheric Science
  - Computer Engineering
  - Physics
- Associate of Science in Bioengineering and Chemical Engineering
- Associate of Science in Computer and Electrical Engineering
- Associate of Science in Civil and Mechanical Engineering
- Associate of Science in Materials Science and Manufacturing Engineering

### Associate in General Studies

# Washington 45

The Washington 45 is a list of courses that are accepted at all public colleges and universities in the State of Washington.

## LIST OF ONE YEAR TRANSFER COURSES

*Adopted: May 2012; Implemented: Fall 2012*

A student who completes courses selected from within the general education categories listed here at a public community, technical, four-year college, or university in Washington State will be able to transfer and apply 45 quarter credits toward general education requirement(s) at any other public and most private higher education institutions in the state.

For transfer purposes, a student must have a minimum grade of 'C' or better (2.0 or above) in each course completed from this list.

Students who transfer Washington 45 courses must still meet a receiving institution's admission requirements and eventually satisfy all their general education requirements and their degree requirements in major, minor, and professional programs. The list of courses in 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.

## FIRST YEAR TRANSFER LIST OF GENERAL EDUCATION COURSES

- Communications (5 credits): ENGL& 101, ENGL& 102
- Quantitative and Symbolic Reasoning (5 credits): MATH& 107, MATH& 148 or MATH& 151
- Humanities (10 credits in two different subject areas or disciplines): PHIL& 101, MUSC& 105, or HUM& 101
  - For colleges that use History as a Humanities: HIST& 116, HIST& 117, HIST& 118, HIST& 146, HIST& 147, HIST& 148
- Social Science (10 credits in two different subject areas or disciplines): PSYC& 100, SOC& 101, POLS& 101, POLS& 202
  - For colleges that use History as a Social Science: HIST& 116, HIST& 117, HIST& 118, HIST& 146, HIST& 147, HIST& 148
- Natural Sciences (10 credits in two different subject areas or disciplines): BIOL& 100, BIOL& 160 with lab, ASTR& 101 with lab, CHEM& 110 with lab, CHEM& 121 with lab, CHEM& 161, CHEM& 162, ENVS& 101, PHYS& 121, GEOL& 101 with lab
- Additional 5 credits within the disciplines listed above can be taken.

NOTE: Although these courses are listed under categories, the actual course may satisfy a different general education category at a receiving institution.

1. Many private and non-profit colleges and universities have distinct general education requirements. Students should check with the institution(s) they plan to attend regarding application of transfer credits that will meet general education requirements.
2. Disciplines are sometimes called subject or subject matter areas and designated by a prefix (i.e. PHIL for Philosophy and POLS for Political Science).

## Associate Degree Program Learning Outcomes (PLO)

The following learning outcomes were developed through faculty conversations regarding what TCC wants students to be able to know and do after they complete our programs. Outcomes gained through programs that support TCC's transfer degrees will be used by students at the baccalaureate institutions to which they transfer.

### WRITTEN COMMUNICATION SKILLS

Upon successful completion of the communication distribution requirements for the Associate Degree, students will:



- Craft, develop, and support a specific, debatable thesis.
- Draft and refine a well-organized essay, speech, or other form of communication appropriate to context and audience.
- Read critically and research effectively to support thesis.
- Use appropriate writing and/ or communication strategies, standard grammar, and academic documentation conventions.
- Demonstrate ethical standards in all phases of the writing and/or communication process to include using collaboration within academically appropriate guidelines.

## **QUANTITATIVE SKILLS**

Upon successful completion of the Quantitative Skills requirement for the Associate Degree, students will:

- Interpret, analyze, and create graphs and charts that communicate quantitative or relational information.
- Determine, create, and use appropriate and reasonable mathematical constructs to model, understand, and explain phenomena encountered in the world.
- Determine and carry out an appropriate algorithm to solve problems that are amenable to mathematical solutions.
- Communicate mathematical information formally, using appropriate math notation and terminology, and informally by using everyday language to express ideas.
- Use technology to analyze and solve mathematical problems and effectively communicate solutions to problems, particularly those that cannot be solved efficiently by other means

## **NATURAL SCIENCES**

Upon successful completion of the Natural Sciences distribution requirements for the Associate Degree, students will:

- Evaluate information scientifically in the context of their own lives.
- Explain the importance of observation and hypothesis testing in the scientific process, and distinguish between the scientific process and other human endeavors.
- Communicate the primary principles and processes underlying at least one natural system (for example: atoms and molecules, cells and organisms, the oceans and atmosphere, the solid earth, or the cosmos).
- Perform and effectively communicate the results of scientific investigations, and explain how research is done in science.
- Demonstrate the safe and proper use of scientific instrumentation, measuring devices, chemical reagents, media, and/or tools of science in a laboratory or field setting relevant to specific disciplines of science.

## **SOCIAL SCIENCES**

Upon successful completion of the Social Sciences distribution requirements for the Associates Degree, students will:

- Demonstrate knowledge of some major empirical findings of the social sciences.
- Demonstrate an understanding of some of the concepts, theories, and methods used within the social sciences to understand human behavior/events.
- Objectively identify some social variables that have shaped one's own point of view.
- Engage with or accurately represent a point of view that is different from one's own.
- Apply concepts and tools from the social sciences to explain or analyze a social phenomenon, process, event, conflict, or issue.
- Evaluate the quality/credibility of information from various kinds of sources (academic, journalistic, popular media).
- Present social science information according to appropriate academic standards

## **HUMANITIES**

Upon successful completion of the Humanities distribution requirements for the Associate Degree, students will:

- Know and recall important ideas and facts relating to Humanities program subject areas (Art, Creative Writing, World Languages, Humanities, Literature, Music, and Philosophy).
- Apply critical thinking skills to explore and interpret the diversity of the human experience.

- Create and communicate comprehension of content by utilizing various media.
- Demonstrate empathy and understanding based on recognition of historical and cultural contexts in more than one Humanities subject area.

### **PHYSICAL EDUCATION**

Upon successful completion of the Physical Education distribution requirements (three credits) for the Associate of Arts Degree, students will:

- Critically evaluate and communicate health and/or fitness information.
- Engage regularly in physical fitness and/or sports activities using skills developed in the physical education program.
- Practice and evaluate a personal wellness/fitness plan based upon a periodic evaluation of personal fitness status.
- Exhibit personal and social behavior that respects self and others in physical activities.

## **Career Training Programs**

Tacoma Community College offers several career training programs to prepare students to enter the workforce. Career training programs at TCC lead to a two-year Associate in Applied Sciences (AAS) degree or shorter-term program certificates. Many of the programs and courses are available to help students prepare for career advancement, update their skills, or retrain for new careers.

### **Associate of Applied Science Degrees**

Associate of Applied Science degrees are awarded for completion of an approved career training degree program.

- Associate of Applied Science (AAS)
  - Prepare students for immediate employment
  - Prepare students for transfer to an applied baccalaureate degree
- Associate in Applied Sciences-Transfer (AAS-T)
  - Prepare students for immediate employment.
  - Prepare students for transfer to an applied baccalaureate degree
  - Include a minimum of 20 general education credits

Some of the programs have application and admission requirements in addition to those required for admission to Tacoma Community College. For more information, interested students should review the program specific web pages on the [TCC website](#).

TCC provides career training and retraining in the following areas:

- [Accounting careers](#)
- [Business careers](#)
- [Early Childhood Education careers](#)
- [Health careers](#)
- [Human Services careers](#)
- [Paralegal careers](#)
- [Information Technology careers](#)

## **Bachelor Degrees**

The Bachelor of Applied Science (BAS) degree builds on knowledge and skills learned in completion of an Associate degree, allowing students to obtain bachelor-level credentials in specialized career fields. BAS degrees are carefully structured to allow for individual career advancement while meeting local community and employer needs for specialized career practitioners. Designed for working professionals, TCC's BAS degrees are offered online or in evenings and on weekends to the extent possible.

## **Areas of Study**

TCC Offers Bachelor Degrees in:

- Applied Management
  - Human Resource Management Specialization
  - Project Management Specialization
- Community Health
  - Paramedicine Specialization
  - Professional Specialization
  - Respiratory Care Specialization
  - Pre-Medical Specialization
- Health Information Management
- IT Networking; Information Systems and Technology

TCC also offers upper division (300-400) level certificates in the following areas:

- Critical Care Transport
- Entrepreneurial Leadership
- Global Health and Cultural Competency
- Human Resource Management Specialist
- Paramedicine
- Project Management
- Tobacco and Nicotine Treatment Specialist

## **High School Diplomas**

RCW 28B.50.535 confirms the authority for Tacoma Community College to issue a high school diploma or certificate.

TCC shall award a high school diploma to individuals who satisfactorily meet the requirements for high school completion subject to the rules adopted by the superintendent of public instruction and the state board of education.

Individuals sixteen years or older who satisfactorily complete an associate degree through Tacoma Community College shall be awarded a diploma upon written request.

TCC offers multiple options for helping students receive their High School diploma.

### **Running Start**

Running Start is a partnership between the Washington State community college system and Washington's public school districts through which eligible high school juniors and seniors may enroll in TCC courses tuition free (other costs apply). College credits earned through Running Start apply toward high school graduation and satisfy college requirements. To be eligible for Running Start, students must have college-level English skills.

### **Fresh Start**

Fresh Start is a re-engagement program for youths ages 16-21 years old who want to earn a high school diploma or associate degree at Tacoma Community College.

### **High School Completion for Adults (HS+)**

HS+ is a high school completion option with a comprehensive, competency-based approach tailored to adult learning styles. Designed for adult learners (21 and older) who do not have a GED or high school diploma. HS+ encourages lifelong learning and prepares students to transition into further training and education.

# General Degree and Certificate Requirements

In order to be awarded a degree or certificate from Tacoma Community College, a student must have:

- A cumulative grade point average (GPA) of 2.00 in the coursework that is applied to the degree or certificate.
- A minimum of 25% of the total applicable credits for the degree or certificate must be earned at TCC.
  - For example if a degree is 90 credits, than a minimum of 22.5 credits must be completed at TCC. If a degree is 180 credits than a minimum of 45 credits must be completed at TCC.
- Meet any additional specific degree or certificate requirements as published for that degree or certificate.

## Changing Requirements

In order to keep program and coursework relevant, requirements are updated regularly. When degree requirements change while a student is enrolled at TCC, the college will adhere to the following policy:

- If the degree or certificate is completed within five years of the student's original enrollment date, the student may choose to graduate under the requirements of the TCC that were in effect when they originally declared into the degree or certificate and began coursework specific to that degree or certificate at TCC.
  - For the following secondary entry degree or certificate programs, the enrollment date begins when they are accepted into the specific degree program.
    - Bachelor of Applied Science degrees (all)
    - Diagnostic Medical Sonography AAS
    - Nursing AA-DTA
    - Paramedic Certificate
    - Radiologic Science AAS
    - Respiratory Therapy AAS
- The college encourages all students to fulfill the degree requirements in effect at the time of their graduation. Students who do not complete their degree requirements within five years must fulfill the requirements in effect when they graduate.

Exceptions to this requirement include:

- Students with extenuating circumstances may petition to extend this time period. Decisions will be made by the appropriate degree/certificate faculty and Division Dean.
- Students may be required to take courses added to the degree or certificate requirements that are reflective of critical industry changes or accredited requirements.

## Earning Multiple Degrees

A student may earn more than one degree from TCC. Students may be awarded each degree and certificate for which they have fulfilled the requirements.

## Applying for Degrees or Certificates

Students preparing for graduation must complete formal applications for degrees or certificates. Application forms are available from Enrollment Services, Bldg. 7, and online on the college website and on the student portal. A completed application form, signed by the advisor or program coordinator, must be on file at Enrollment Services no later than two weeks prior to the end of the quarter in which a student plans to graduate. Students applying to graduate with the Associate of Arts degree, Option B, must also complete Option B application forms, which must be signed by advisors.

Prior to submitting the Application for Degree, students are advised to carefully review with their faculty advisors degree requirements published in the college catalog to ensure that all requirements have been satisfied. Applications for degrees are reviewed and approved quarterly. Transfer students must have official copies of all transcripts from other colleges on file in Enrollment Services, Bldg. 7, prior to applying for degrees.





# Associate of Arts, DTA

## Description

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This TCC degree is directly transferable to all public and most private Washington baccalaureate institutions (four-year colleges and universities). The Associate of Arts (DTA) is a general transfer degree appropriate for a wide variety of major areas of study. Students who complete this degree will normally have satisfied the General Education (distribution) requirements and be granted junior standing upon transferring to Washington baccalaureate institutions. While this degree does not guarantee admission, completion of the degree is a criterion for acceptance by many colleges and universities.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Core of Knowledge (COK) Demonstrate a basic knowledge of each of the distribution areas (Written Communication, Humanities, Quantitative Skills, Natural Sciences, and Social Sciences) or, as applicable, specific professional/technical content, and program-level content and apply this knowledge to academic endeavors
2. Communication (COM) Listen, speak, read, and write effectively and use nonverbal and technological means to make connections between self and others.
3. Critical Thinking & Problem Solving (CRT) Compare, analyze, and evaluate information and ideas to solve problems
4. Information & Information Technology (IIT) Locate, evaluate, retrieve, and ethically use relevant and current information of appropriate authority for academic or, as applicable, specific professional/technical applications.
5. Intercultural Collaboration & Diversity (ICD) Demonstrate successful application of an interdependent, diverse, and multicultural worldview through collaborative engagement.
6. Responsibility & Ethics (RES) Demonstrate an understanding of what constitutes responsible and ethical behavior toward individuals, the community, and the environment.

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable 90 credits must be earned at Tacoma Community College.
- A cumulative grade point average of 2.00 in all coursework applied to the degree.
- Individual credits may be counted in only one required area.
  - The exception is for the Multicultural Requirement – students should use a Multicultural Designated course from the Communication, Humanities, or Social Sciences.
- No more than three physical education activity credits will apply toward the degree.
- At least five credits applied to the degree must be an approved multicultural course. Approved multicultural courses are identified on the Approved Distribution Course List and in the credit course descriptions.

### MULTICULTURAL COURSE REQUIREMENT

At least five credits applied to the degree must be an approved multicultural course. Approved Multicultural Designated courses can be found in the Approved Distribution areas of Communication, Humanities, or Social Sciences. Most students use a Humanities or Social Science Distribution course to fulfill the Multicultural degree requirement

### WRITING INTENSIVE COURSE RECOMMENDATION

Students are advised to take at least one writing intensive course (other than a Communication Skills course) as part of their degree. Approved Writing Intensive courses are designated at the end of the Approved Distribution Course List and in the course description section.

### COURSE REQUIREMENTS 90.0

*The following courses fulfill the requirements for the Associate of Arts Direct Transfer Agreement (AA-DTA)*

#### Communication Skills 10.0

ENGL& 101 English Composition I 5.0

Select 5 additional credits from the Communication Section of the Approved Distribution List. 5.0

Students who plan to transfer to any campus of the University of Washington are strongly advised to take English 102 or 103.

#### Quantitative / Symbolic Reasoning Skills 5.0

Select 5 credits from the Quantitative/Symbolic Reasoning section of the approved distribution course list. 5.0

#### Humanities 15.0

- Courses must be selected from at least two disciplines (two different prefix areas).
- No more than 5 credits in world language at the 100 level.
- No more than 5 credits in performance/skill (P/S) courses may be used to satisfy this requirement

Select 15 credits from the Approved Humanities Distribution course list. 15.0

#### Social Science 15.0

- *Courses must be selected from at least two disciplines*
- *No more than 10 credits allowed from any one discipline*

Select 15 credits from the Approved Social Science Distribution course list. 15.0

*Natural Science* 15.0

- *Courses must be selected from at least two disciplines.*
- *Must include at least 10 credits from the courses listed as Biological, Earth, and Physical Sciences.*
- *Must include at least one laboratory course*
- *No More than 5 credits allowed from a MATH prefixed course*

Select 15 credits from Natural Science OR Math courses listed in the Quantitative / Symbolic Reasoning Sections of the approved Distribution Course List 15.0

*Physical Education* 3.0

- *No more than three PE activity credits apply toward the degree.*

Select any 3 physical education courses excluding PE 190, PE 191, Pe 285, and PE 292 3.0

*Electives - Distribution* 12.0

*Select from courses listed under the Communication, Quantitative/Symbolic Reasoning, Humanities, Social Sciences, Natural Sciences, or General Distribution Courses sections of the Approved Distribution Course List*

Select 12 additional credits from Approved Distribution Course List Areas 12.0

*Electives - Other College Level* 15.0

- *PE activity credits cannot be used as electives*

Select any 15 credits from college level courses numbered 100 or above 15.0

Total: 90.0



# Associate of Arts, DTA with Anthropology Specialization

## Description

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The Anthropology Specialization of the Associate of Arts (DTA) degree provides a well-rounded foundation in the primary subfields of anthropology, including archaeology, and biological, cultural and linguistic anthropology. Students may complete the Anthropology Specialization Requirements as part of their Associate of Arts (DTA) degree.

This specialization prepares students to transfer as an anthropology major with junior standing at our primary transfer universities, including University of Washington-Seattle, Western Washington University, Central Washington University, and Pacific Lutheran University, among others.

All public universities in the state of Washington have a language requirement at the bachelor degree level. Students should review those requirements and ensure they meet them prior to transfer. World language credit can be applied toward humanities, multicultural, and general elective requirements of the Associate of Arts degree.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Describe the four major branches of anthropology and the importance of the holistic perspective.
2. Demonstrate knowledge of human evolutionary or cultural adaptations and summarize current anthropological understandings of human diversity
3. Apply anthropological theories to analyze evolutionary phenomena and/or social/cultural patterns
4. Demonstrate an understanding of anthropological research methods, both scientific and humanistic
5. Apply critical thinking skills in the interpretation of evidence – whether biological, archaeological, behavioral, or linguistic.
6. Employ cultural relativism to accurately and objectively compare one's own social system with that of a different human group, past or present, and sensitively represent a point of view different from one's own
7. Understand and apply ethical standards in all areas of anthropological study
8. Evaluate the quality/credibility of information from various kinds of sources (academic, journalistic, popular media).
9. Present anthropological information according to appropriate academic standards

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable 90 credits must be earned at Tacoma Community College.
- A cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- Individual credits may be counted in only one required area.
  - The exception is for the Multicultural Requirement – students should use a Multicultural Designated course from the Communication, Humanities, or Social Sciences.
- No more than three physical education activity credits will apply toward the degree.
- At least five credits applied to the degree must be an approved multicultural course. Approved multicultural courses are identified on the Approved Distribution Course List and in the credit course descriptions.

### WRITING INTENSIVE COURSE RECOMMENDATION

Students are advised to take at least one writing intensive course (other than a Communication Skills course) as part of their degree. Approved Writing Intensive courses are designated at the end of the Approved Distribution Course List and in the course description section.

### SPECIALIZATION REQUIREMENTS

To complete a specialization in Anthropology you must complete the following 25 credits:

- Core requirements (15 credits) - select three courses from ANTH& 204, ANTH& 205, ANTH& 206, ANTH& 207
- Electives (5 credits) - select one of the following elective courses: ANTH& 100, ANTH& 210, ANTH& 237, ANTH& 245
- Quantitative Skills (5 credits) - MATH& 146

<b>COURSE REQUIREMENTS</b>		90.0
<i>The following courses fulfill the requirements for the Associate of Arts Direct Transfer Agreement (AA-DTA)</i>		
<b>COMMUNICATION</b>		10.0
ENGL& 101	English Composition I	5.0
<i>Select an additional 5 credits of Communication Distribution.</i>		5.0
Recommend choosing from:		
ENGL& 102	Composition II: Argument and Persuasion	5.0
ENGL 103	Composition III: Writing about Literature	5.0
<b>QUANTITATIVE / SYMBOLIC REASONING</b>		5.0
MATH& 146	Introduction to Statistics	5.0
<b>HUMANITIES. Select 15 credits from Humanities Section of the Approved Distribution Course List.</b>		15.0

- Courses must be selected from at least two disciplines
- No more than 5 credits in world language at the 100 level
- No more than 5 credits in performance/skills courses may be used to satisfy this requirement

Recommend choosing from:

ANTH& 207	Linguistic Anthropology <sup>M</sup>	5.0
ART& 100	Art Appreciation <sup>M</sup>	5.0
ENGL 280	Literatures of Diversity <sup>M</sup>	5.0
HUM& 101	Introduction to Humanities <sup>M</sup>	5.0
MUSC& 105	Music Appreciation	5.0
MUSC 106	World Music <sup>M</sup>	5.0
PHIL& 101	Introduction to Philosophy	5.0
World Language <sup>M</sup>		5.0

#### SOCIAL SCIENCE 20.0

Courses must be selected from at least two disciplines.

Complete at least 3 of the following 4 core requirements of the Anthropology Specialization 15.0

ANTH& 204 Archaeology 5.0

ANTH& 205 Biological Anthropology 5.0

ANTH& 205 can also count as a Natural Science Distribution

ANTH& 206 Cultural Anthropology<sup>M</sup> 5.0

ANTH& 207 Linguistic Anthropology<sup>M</sup> 5.0

ANTH& 207 also counts as a Humanities if you wish to use it as that type of distribution

Select another 5 credits from a Social Science course from a discipline other than Anthropology. 5.0

Recommend choosing from:

HIST& 126 World Civilizations I<sup>M</sup> 5.0

PSYC& 100 General Psychology 5.0

SOC& 101 Introduction to Sociology<sup>M</sup> 5.0

#### NATURAL SCIENCE 15.0

- Courses must be selected from at least two Natural Science disciplines.
- Must include at least 10 credits from the courses listed as Biological, Earth, and Physical Sciences.
- Must include at least one laboratory course.
- No more than 5 credits allowed from a MATH or MATH& prefixed course

Select 15 credits from Natural Science OR MATH courses listed in the Quantitative/Symbolic Reasoning Sections of the Approved Distribution Course List. 30.0

Recommend choosing from:

ANTH& 205 Biological Anthropology 5.0  
Core Specialization Course

BIOL& 175 Human Biology w/Lab 5.0

ENVS& 101	Introduction to Environmental Science	5.0
GEOL& 101	Introduction to Physical Geology	5.0
GEOL 108 (same as BIOL 105)	Fossils and the History of Life	5.0
NUTR& 101	Human Nutrition	5.0
<b>PHYSICAL EDUCATION</b>		3.0
<ul style="list-style-type: none"> <li>No more than three PE activity credits apply toward the degree.</li> </ul>		
Select any 3 activity credits excluding PE 190, PE 191, PE 285, PE 292.		3.0
Recommend choosing:		
PE 100	Total Fitness	2.0
PE 111	Walking for Wellness	1.0
<b>DISTRIBUTION ELECTIVES</b>		7.0
Select at least 5 credits from the following courses:		5.0
ANTH& 210	Indians of North America <sup>M</sup>	5.0
ANTH& 100	Survey of Anthropology <sup>MC</sup>	5.0
ANTH& 237	Human Osteology	5.0
ANTH& 245	Primatology	5.0
<b>Other</b>		2.0
Select 2 credits from courses listed under the Communication, Quantitative/Symbolic Reasoning, Humanities, Social Sciences, Natural Sciences, or General Distribution Courses sections of the Approved Distribution Course List		
<b>ELECTIVES - OTHER</b>		15.0
Select any 15 credits from any college-level course numbered 100 or above.		5.0
<ul style="list-style-type: none"> <li>PE activity credits cannot be used as electives</li> </ul>		
Recommend choosing:		
COL 101	College 101	5.0

<sup>M</sup>Multicultural Course

Total: 90.0



# Associate of Arts, DTA with Art Specialization

## Description

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The Art Specialization of the Associate of Arts (DTA) degree prepares transfer students with the foundation Art classes required at most four-year institutions and a strong art portfolio to apply for the Art Major at that institution.

Alternatively, an Associate of Arts degree from TCC with a Specialization in Art supports and enhances an application in an art-related field that does not require a BA and can lead to employment at a museum or commercial art gallery; working in a print-shop that produces signage for advertising; a screenprint company producing printed garments; a photography lab technician; an art studio technician; an assistant to an artist, among others.

All public universities in the state of Washington have a language requirement at the bachelor degree level. Students should review those requirements and ensure they meet them prior to transfer. World language credit can be applied toward humanities, multicultural, and general elective requirements of the Associate of Arts degree.

## Career Opportunities

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Can lead to employment at a museum or commercial art gallery; working in a print shop that produces signage for advertising; a screenprint company producing printed garments; a photography lab technician; an art studio technician; an assistant to an artist, among others.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Demonstrate competence in foundation level drawing, and design, both 2D and 3D.
2. Identify and understand the processes of a variety of art media.
3. Create artworks that visually communicate ideas through aesthetic content and subject matter.
4. Evaluate their work and the work of others based on the criteria of the assignment and knowledge of the media in general.
5. Know and recall a variety of media and subject matter as it relates to art from different civilizations and societies.
6. Know how to prepare and install their work for exhibition and digital display.

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable 90 credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- Individual credits may be counted in only one required area.
  - The exception is for the Multicultural Requirement – students should use a Multicultural Designated course from the Communication, Humanities, or Social Sciences.
- No more than three physical education activity credits will apply toward the degree.
- At least five credits applied to the degree must be an approved multicultural course. Approved multicultural courses are identified on the Approved Distribution Course List and in the credit course descriptions.

### WRITING INTENSIVE COURSE RECOMMENDATION

Students are advised to take at least one writing intensive course (other than a Communication Skills course) as part of their degree. Approved Writing Intensive courses are designated at the end of the Approved Distribution Course List and in the course description section.

### SPECIALIZATION REQUIREMENTS

To complete a specialization in Art you must complete the following 37 credits:

- Core Requirements (20 credits) ART& 100, ART 102, ART 103, ART 105
- Medial Requirements (15 credits) - select three courses from the following media: drawing, graphic design, ceramics, photography, printmaking, painting, and sculpture.
- Folio Preparation (2 credits) ART 297

<b>COURSE REQUIREMENTS</b>	90.0
<i>Communication</i>	10.0
ENGL& 101      English Composition I	5.0
<i>Additional 5 credits of Communication Distribution</i>	5.0
<i>Students who plan to transfer to any campus of the University of Washington are strongly advised to take:</i>	
ENGL& 102      Composition II: Argument and Persuasion	5.0
ENGL 103      Composition III: Writing about Literature	5.0
<i>Quantitative /Symbolic Reasoning</i>	5.0
Recommend choosing:	
MATH& 146      Introduction to Statistics	5.0
MATH 046      Co-requisite for Statistics - MATH& 146	3.0
If needed per placement	
<i>Humanities</i>	25.0
<i>Courses must be selected from at least two disciplines</i>	
<i>Required Foundation Courses</i>	20.0

ART& 100	Art Appreciation <sup>M</sup>	5.0
ART 102	Two-Dimensional Design	5.0
ART 103	Three-Dimensional Design	5.0
ART 105	Beginning Drawing	5.0
<i>Select another 5 credits from a Humanities course from a discipline other than Art</i>		5.0
Recommend a World Language such as:		
CHIN& 121	Chinese I <sup>M</sup>	5.0
GERM& 121	German I <sup>M</sup>	5.0
JAPN& 121	Japanese I <sup>M</sup>	5.0
SPAN& 121	Spanish I <sup>M</sup>	5.0
<i>Social Science</i>		15.0
<i>Select 15 credits from Social Science Section of the Approved Distribution Course List</i>		
<i>Approved Distribution Course List</i>		
<ul style="list-style-type: none"> <li>Courses must be selected from at least two disciplines</li> </ul>		
Recommend to choose:		
PSYC& 100	General Psychology	5.0
ANTH& 100	Survey of Anthropology <sup>M</sup>	5.0
SOC& 101	Introduction to Sociology <sup>M</sup>	5.0
<i>Natural Science</i>		15.0
<i>Select 15 credits from Natural Science OR MATH courses listed in the Quantitative/Symbolic Reasoning Sections of the Approved Distribution Course List</i>		
<ul style="list-style-type: none"> <li>Courses must be selected from at least two Natural Science disciplines.</li> <li>Must include at least 10 credits from the courses listed as Biological, Earth, and Physical Sciences.</li> <li>Must include at least one laboratory course.</li> <li>No more than 5 credits allowed from a MATH or MATH&amp; prefixed course</li> </ul>		
Recommend to choose:		
BIOL& 100	Survey of Biology	5.0
SCI 105	Introductory Topics in Natural Science	5.0
GEOL 108 (same as BIOL 105)	Fossils and the History of Life	5.0
<i>Physical Education</i>		3.0
<i>Select any 3 activity credits excluding PE 190, PE 191, PE 285, PE 292</i>		
<ul style="list-style-type: none"> <li>No more than three PE activity credits apply toward the degree.</li> </ul>		
Recommend:		
PE 100	Total Fitness	2.0
PE 111	Walking for Wellness	1.0
<i>Required Electives</i>		17.0

ART 297	Folio Preparation	2.0
<i>Choose 15 credits from the following classes in chosen discipline:</i>		15.0
ART 147	Introduction to Digital Photography	5.0
ART 106	Advanced Drawing	5.0
ART 161	Life Studies: Figure Drawing	3.0
ART 247	Intermediate Digital Photography	5.0
ART 150	Beginning Printmaking	5.0
ART 110	Beginning Graphic Design	5.0
ART 111	Intermediate Graphic Design	5.0
ART 151	Advanced Printmaking	5.0
ART 156	Beginning Painting	5.0
ART 131	Beginning Ceramics	5.0
ART 132	Intermediate Ceramics I	5.0
ART 157	Intermediate Painting	5.0
ART 172	Beginning Sculpture	5.0
ART 146	Beginning Photography	5.0
ART 246	Intermediate Photography	5.0
ART 173	Intermediate Sculpture I	5.0
<i>Recommend:</i>		
COL 101	College 101	5.0

<sup>M</sup>Multicultural Course

Total: 90.0



# Associate of Arts (DTA) with Communication Studies Specialization

## Description

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The Communication Studies specialization aims to give students skills that promote social justice, and make sense of a challenging, ever-changing civilization. TCC's program provides an introduction to the concepts, theories, terminology, and current topics in the versatile and popular field of Communications. The Communication Studies (CMST) emphasis of the Associate of Arts (DTA) degree challenges students to craft a world that is shaped by communication that is rich with intercultural exchange. Students specializing in Communication Studies examine and produce work in oral, written, media, and visual communication and practice critical skills in groups and in their personal relationships. This includes examination and disruption of power structures, systemic issues, and barriers within various contexts and environments. Communication Studies students develop skills in listening, conflict resolution, and critical communication that inform purposeful and reflective responses during interaction with a diverse and complex society.

Communication Studies coursework at TCC prepares students to transfer to four-year communication programs and provides students with tangible skills for workforce and relational communication. Students planning to transfer to four-year institutions elsewhere should consult their advisor as well as the specific institution's transfer requirements for programs of interest. Students should review those requirements to confirm that they meet them before they transfer.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Analyze the communication discipline and its central questions
2. Employ Communication theories, perspectives, principles, and concepts through engagement communication inquiry
3. Create messages appropriate to the audience, purpose, and context
4. Critically analyze messages through listening, determining influence, and enacting mindful responses
5. Demonstrate the ability to accomplish communicative goals through self-efficacy
6. Apply ethical communication principles and practices
7. Utilize communication to embrace difference and disrupt inequitable practices
8. Influence public discourse using communication to resolve civic challenges

## Requirements

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### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable 90 credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- Individual credits may be counted in only one required area.
  - The exception is for the Multicultural Requirement – students should use a Multicultural Designated course from the Communication, Humanities, or Social Sciences.
- No more than three physical education activity credits will apply toward the degree.
- At least five credits applied to the degree must be an approved multicultural course. Approved multicultural courses are identified on the Approved Distribution Course List and in the credit course descriptions.

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### WRITING INTENSIVE COURSE RECOMMENDATIONS

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Students are advised to take at least one writing intensive course (other than a Communication Skills course) as part of their degree. Approved Writing Intensive courses are designated at the end of the Approved Distribution Course List and in the course description section.

## SPECIALIZATION REQUIREMENTS

To complete a specialization in Communication Studies you must complete the following 20 credits:

- Foundational Courses CMST& 101 and Any 3 of the following CMST courses (CMST 110, CMST& 210, 220, 230)

<b>COURSE REQUIREMENTS</b>	90.0
<i>the following courses fulfill the requirements for the Associate of Arts Direct Transfer Agreement (AA-DTA)</i>	
<b>COMMUNICATION</b>	10.0
ENGL& 101      English Composition I	5.0
<i>Choose One</i>	5.0
CMST 110      Multicultural Communication <sup>M</sup>	5.0
CMST& 220      Public Speaking	5.0
CMST& 230      Small Group Communication	5.0
<b>QUANTITATIVE SKILLS</b>	5.0
MATH& 146      Introduction to Statistics	5.0
<b>HUMANITIES</b>	20.0
CMST& 101      Introduction to Communication	5.0
<i>Choose 2 of the following</i>	10.0
CMST 110      Multicultural Communication <sup>M</sup>	5.0
CMST& 210      Interpersonal Communication	5.0
CMST& 220      Public Speaking	5.0
Choose 5 additional credits From the Humanities Distribution Course List in a prefix other than CMST/CMST&	5.0
<b>SOCIAL SCIENCE</b>	15.0
<i>Choose 15 credits from the Social Science Distribution List that come from at least 2 different prefix areas.</i>	15.0
Recommend choosing:	
SOC& 101      Introduction to Sociology <sup>M</sup>	5.0
POLS& 101      Introduction to Political Science	5.0
<b>NATURAL SCIENCE</b>	15.0
<i>Choose 15 credits from the Natural Science Distribution List OR MATH courses listed in the Quantitative/Symbolic Reasoning Sections of the Approved Distribution Course List.</i>	10.0
<ul style="list-style-type: none"> <li>• Courses must be selected from at least two Natural Science disciplines.</li> <li>• Must include at least 10 credits from the courses listed as Biological, Earth, and Physical Sciences.</li> <li>• Must include at least one laboratory course.</li> </ul>	

- No more than 5 credits allowed from a MATH or MATH& prefixed course

Recommend:

ENVS 105	Climate Change	5.0
SCI 105	Introductory Topics in Natural Science	5.0

<b>PHYSICAL EDUCATION</b>	3.0
Select any 3 activity credits excluding PE 190, PE 191, PE 285, PE 292.	3.0

- No more than three PE activity credits apply toward the degree.

Recommend:

PE 100	Total Fitness	2.0
PE 111	Walking for Wellness	1.0

<b>DISTRIBUTION ELECTIVES</b>	7.0
Choose any 7 credits from the Distribution course listings.	

<i>ELECTIVES - OTHER</i>		15.0
COL 101	College 101	5.0
Select any 10 credits from any college level course numbered 100 or above		10.0

- PE activity credits cannot be used as electives

<sup>M</sup>Multicultural Course

Total: 90.0

# Associate of Arts, DTA with Elementary Education Specialization

## Description

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The Elementary Education Specialization of the Associate of Arts (DTA) degree helps students identify the career path for elementary education and to best prepare for successful transfer into four-year schools. The Elementary Education Specialization prepares students for successful transfer at the junior level in Elementary Education at college and universities, especially at our primary transfer institutions: Central Washington University, Pacific Lutheran University, University of Puget Sound, Eastern Washington University, and Western Governors University.

All public universities in the state of Washington have a language requirement at the bachelor degree level. Students should review those requirements and ensure they meet them prior to transfer. World language credit can be applied toward humanities, multicultural, and general elective requirements of the Associate of Arts degree.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Evaluate personal strengths and weaknesses and analyze the implications these have on becoming a professional educator
2. Research and document current trends and issues in education for use in upper-division critical thinking and collaborative problem solving
3. Document, analyze, and participate professionally in field experiences in fulfillment of transfer requirements.
4. Recognize and explain appropriate terminology, educational strategies, and Common Core State Standards Requirements to create learning environments that address students' diverse needs

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable 90 credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- Individual credits may be counted in only one required area.
  - The exception is for the Multicultural Requirement – students should use a Multicultural Designated course from the Communication, Humanities, or Social Sciences.
- No more than three physical education activity credits will apply toward the degree.
- At least five credits applied to the degree must be an approved multicultural course. Approved multicultural courses are identified on the Approved Distribution Course List and in the credit course descriptions.

### WRITING INTENSIVE COURSE RECOMMENDATION

Students are advised to take at least one writing-intensive course (other than a Communication Skills course) as part of their degree. Approved Writing Intensive courses are designated at the end of the Approved Distribution Course List and in the course description section.

### SPECIALIZATION REQUIREMENTS

To complete a specialization in Elementary Education you must complete the following 30 credits:

- Foundation Courses (20 credits) EDUC& 205, EDUC 220, PSYC& 200. And choose one of the following: ART 180, MUSC 120, ENGL 262
- Quantitative Skills (10 credits) MATH& 131, MATH& 132

<b>COURSE REQUIREMENTS</b>	90.0
<i>The following courses fulfill the requirements for the Associate of Arts Direct Transfer Agreement (AA-DTA)</i>	
<b>COMMUNICATION</b>	10.0
ENGL& 101      English Composition I	5.0
Choose an additional 5 credits of Communication Distribution.	5.0
<b>QUANTITATIVE / SYMBOLIC REASONING</b>	5.0
MATH& 131      Math for Elementary Education 1	5.0
<b>HUMANITIES</b>	15.0
<i>Select 5 credits from:</i>	5.0
ART 180      Art for Elementary Education	5.0
MUSC 120      Music in the Classroom	5.0
ENGL 262      Children's Literature <sup>M</sup>	5.0
<i>Choose an additional 10 credits from the Humanities Distribution.</i>	10.0
Recommend choosing from:	
ART 180      Art for Elementary Education	5.0
MUSC 120      Music in the Classroom	5.0

ENGL 262	Children's Literature <sup>M</sup>	5.0
<b>SOCIAL SCIENCE</b>		15.0
<i>Courses must be selected from at least two disciplines</i>		
<i>Complete all of the following core requirements</i>		15.0
EDUC& 205	Introduction to Education w/ Field Experience	5.0
EDUC 220	Diversity in Education <sup>M</sup>	5.0
PSYC& 200	Lifespan Psychology <sup>M</sup>	5.0
<b>NATURAL SCIENCES</b>		15.0
<ul style="list-style-type: none"> <li>• <i>Courses must be selected from at least two Natural Science disciplines.</i></li> <li>• <i>Must include at least 10 credits from the courses listed as Biological, Earth, and Physical Sciences.</i></li> <li>• <i>Must include at least one laboratory course.</i></li> <li>• <i>No more than 5 credits allowed from a MATH or MATH&amp; prefixed course</i></li> </ul>		
MATH& 132	Math for Elementary Education 2	5.0
Choose an additional 10 credits of Natural Science Distribution courses		10.0
<b>PHYSICAL EDUCATION</b>		3.0
<i>Select any 3 activity credits excluding PE 190, PE 191, PE 285, PE 292.</i>		3.0
<ul style="list-style-type: none"> <li>• <i>No more than three PE activity credits apply toward the degree.</i></li> </ul>		
Recommend choosing from:		
PE 100	Total Fitness	2.0
PE 111	Walking for Wellness	1.0
<b>DISTRIBUTION ELECTIVES</b>		12.0
Select 12 credits from courses listed under the Communication, Quantitative/Symbolic Reasoning, Humanities, Social Sciences, Natural Sciences, or General Distribution Courses sections of the Approved Distribution Course List		12.0
<b>ELECTIVES - OTHER</b>		15.0
<i>Select any 15 credits from any college level course numbered 100 or above.</i>		15.0
Recommend taking:		
COL 101	College 101	5.0

<sup>M</sup>Multicultural Course

Total: 90.0



# Associate of Arts (DTA) with Environmental Sustainability Specialization

## Description

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The following course set fulfills the requirement of the Specialization in Environmental Sustainability for the Associate of Arts Degree and prepares students to pursue advanced study in sustainability at a four-year institution and for transfer as an Environmental Sustainability major at University of Washington Tacoma (UWT).

Environmental Sustainability is a field of study for nonscientists with an interest in environmental issues and their effects on human social and economic systems. Sustainability is a highly interdisciplinary area of study, including the natural sciences and social sciences. This program is designed specifically for students to transfer to UWT. Students who intend to transfer somewhere other than UWT should consult with an environmental sustainability advisor. Upon transferring to UWT, students will choose one of four options for in-depth study: Environmental Policy and Law, Environmental Communication, Business/Nonprofit Environmental Sustainability or Environmental Education. Environmental Sustainability majors must also have strong communication, writing, and computer literacy skills. Students may need to take additional prerequisite courses.

Students should meet with an environmental sustainability advisor as soon as they begin at TCC. Many courses have prerequisites or are offered only once or twice a year. Careful selection of classes is necessary to complete the program without delay. All public universities in the state of Washington have a language requirement at the bachelor degree level. Students should review those requirements and ensure they meet them prior to transfer. World language credit can be applied toward humanities, multicultural, and general elective requirements of the Associate of Arts degree.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Discuss issues related to sustainability, articulating the problems and potential solutions
2. Gather, analyze, and critically evaluate data and relate findings to potential solutions
3. Conduct research as needed, use authoritative resources, and follow documentation rules, in order to assemble reliable information about issues in sustainability.
4. Participate in collaborative work while demonstrating an awareness of social and economic diversity
5. Relate classroom or laboratory experience to responsible and ethical behavior in the broader community centering on issues of sustainability.
6. Demonstrate multidisciplinary knowledge of sustainability concepts, vocabulary, and issues necessary for advancement in the field of sustainability

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable 90 credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- Individual credits may be counted in only one required area.
  - The exception is for the Multicultural Requirement – students should use a Multicultural Designated course from the Communication, Humanities, or Social Sciences.
- No more than three physical education activity credits will apply toward the degree.
- At least five credits applied to the degree must be an approved multicultural course. Approved multicultural courses are identified on the Approved Distribution Course List and in the credit course descriptions.

### WRITING INTENSIVE COURSE RECOMMENDATION

Students are advised to take at least one writing intensive course (other than a Communication Skills course) as part of their degree. Approved Writing Intensive courses are designated at the end of the Approved Distribution Course List and in the course description section.

### SPECIALIZATION REQUIREMENTS

To complete a specialization in Environmental Sustainability, you must complete the following 40 credits

- MATH& 146, ENGL& 102 or ENGL& 235, BIOL&100 (or 221), CHEM &110, GEOG 205, POLS 240, PSYC& 100, ECON&201

### COURSE REQUIREMENTS 90.0

*The following courses fulfill the requirements for the Associate of Arts Direct Transfer Agreement (AA-DTA)*

### COMMUNICATION 10.0

ENGL& 101 English Composition I 5.0

*Additional 5 credits of Communication Distribution. Choose one:* 5.0

ENGL& 102 Composition II: Argument and Persuasion 5.0

OR

ENGL& 235 Technical Writing 5.0

### QUANTITATIVE / SYMBOLIC REASONING 5.0

MATH& 146 Introduction to Statistics 5.0

### HUMANITIES 15.0

#### CHOOSE 15 CREDITS

- Courses must be selected from at least two disciplines
- No more than 5 credits in world language at the 100 level
- No more than 5 credits in performance/skills courses may be used to satisfy this requirement

*Select 15 credits from Humanities Section of the Approved Distribution Course List.* 15.0

Recommend:

HIST& 219	Native American History	5.0
ANTH& 207	Linguistic Anthropology <sup>M</sup>	5.0
CMST 110	Multicultural Communication <sup>M</sup>	5.0

#### SOCIAL SCIENCES 15.0

- *Courses must be selected from at least two disciplines*

POLS 240	Environmental Politics and Sustainability	5.0
PSYC& 100	General Psychology	5.0
ECON& 201	Micro Economics	5.0

#### NATURAL SCIENCES 15.0

- *Courses must be selected from at least two Natural Science disciplines.*
- *Must include at least 10 credits from the courses listed as Biological, Earth, and Physical Sciences.*
- *Must include at least one laboratory course.*
- *No more than 5 credits allowed from a MATH or MATH& prefixed course*

CHEM& 110	Chemical Concepts w/lab	5.0
GEOG 205	Physical Geography	5.0
Choose one Biology course:		5.0
BIOL& 100	Survey of Biology	5.0
OR		
BIOL& 221	Introduction to Evolution, Ecology and Biodiversity	5.0

#### PHYSICAL EDUCATION 3.0

- Select any 3 activity credits excluding PE 190, PE 191, PE 285, PE 292
- No more than three PE activity credits apply toward the degree.

#### DISTRIBUTION ELECTIVES 12.0

*Take 12 credits from courses listed under the Communication, Quantitative/Symbolic Reasoning, Humanities, Social Sciences, Natural Sciences, or General Distribution Courses sections of the Approved Distribution Course List*

Recommended to take the following 10 credits:

ENVS& 101	Introduction to Environmental Science	5.0
BOT 101	General Botany	5.0

#### ELECTIVES - OTHER 15.0

*Select any 15 credits from any college level course numbered 100 or above. PE activity credits cannot be used as electives. Recommend:*

COL 101	College 101	5.0
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Total: 90.0

# Associate of Arts, DTA with History Specialization

## Description

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The History Specialization of the Associate of Arts (DTA) degree prepares students for successful transfer at the junior level in History at our primary transfer universities, including the University of Washington-Tacoma, University of Washington-Seattle, Western Washington University, Central Washington University, Pacific Lutheran University, and the University of Puget Sound, among others.

This specialization provides an introduction to the key political, social, cultural, and economic events in American society from the past to the present and a historical study of human societies in the world, with emphasis on their interactions with each other, and the continuous transitions of their traditions from past to the present. Discussions focus on the individuals, issues, ideas, and events most responsible for shaping America and our world throughout history.

All public universities in the state of Washington have a language requirement at the bachelor degree level. Students should review those requirements and ensure they meet them prior to transfer. World language credit can be applied toward humanities, multicultural, and general elective requirements of the Associate of Arts degree.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Demonstrate knowledge of the major historical events relevant to particular time periods and/or cultures, including both the impetus for, and the historical significance of, such events.
2. Demonstrate an understanding of the methods used within the discipline of History in order to analyze events in human history.
3. Through the application of historical analysis, objectively identify some social variables that have shaped one's own point of view.
4. Through the application of historical analysis, accurately represent and engage with multiple cultural and intellectual points of view.
5. Apply concepts and tools from the discipline of History to explain or analyze a social phenomenon, process, event, conflict, or issue.
6. Evaluate the quality/credibility of information from various kinds of sources (academic, journalistic, popular media).
7. Present information according to appropriate academic standards, consistent with the academic discipline of History, and explain the rationale for the choice of sources for that information.

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable 90 credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- Individual credits may be counted in only one required area.
  - The exception is for the Multicultural Requirement – students should use a Multicultural Designated course from the Communication, Humanities, or Social Sciences.
- No more than three physical education activity credits will apply toward the degree.
- At least five credits applied to the degree must be an approved multicultural course. Approved multicultural courses are identified on the Approved Distribution Course List and in the credit course descriptions.

### WRITING INTENSIVE COURSE RECOMMENDATION

Students are advised to take at least one writing intensive course (other than a Communication Skills course) as part of their degree. Approved Writing Intensive courses are designated at the end of the Approved Distribution Course List and in the course description section.

### SPECIALIZATION REQUIREMENTS

To complete a specialization in History you must complete the following 30 credits

- Foundation Courses (30 credits)
  - World Civilization HIST& 126, HIST& 127, HIST& 128
  - US History HIST& 146, HIST& 147, HIST& 148

<b>COURSE REQUIREMENTS</b>	90.0
<i>The following courses fulfill the requirements for the Associate of Arts Direct Transfer Agreement (AA-DTA)</i>	
<b>COMMUNICATION</b>	10.0
ENGL& 101      English Composition I	5.0
<i>Choose an additional 5 credits of Communication Distribution. Recommend to choose</i>	5.0
ENGL& 102      Composition II: Argument and Persuasion	5.0
<b>QUANTITATIVE / SYMBOLIC REASONING</b>	5.0
MATH& 146      Introduction to Statistics	5.0
<b>HUMANITIES</b>	15.0
<ul style="list-style-type: none"> <li>• Courses must be selected from at least two disciplines</li> <li>• No more than 5 credits in world language at the 100 level</li> <li>• No more than 5 credits in performance/skills courses may be used to satisfy this requirement</li> </ul>	
<i>Select 15 credits from Humanities Section of the Approved Distribution Course List. Recommend to choose:</i>	15.0
HIST& 219      Native American History <sup>M</sup>	5.0
HIST 231      American History, American Film <sup>M</sup>	5.0

PHIL& 101	Introduction to Philosophy	5.0
<b>SOCIAL SCIENCES</b>		<b>35.0</b>
<i>Courses must be selected from at least two disciplines</i>		
<i>Required Core Courses</i>		<b>30.0</b>
HIST& 126	World Civilizations I <sup>M</sup>	5.0
HIST& 127	World Civilizations II <sup>M</sup>	5.0
HIST& 128	World Civilization III <sup>M</sup>	5.0
HIST& 146	US History I	5.0
HIST& 147	US History II	5.0
HIST& 148	US History III	5.0
<i>Select another 5 credits from a Social Science course from a discipline other than History.</i>		<b>5.0</b>
<i>Recommend to choose from:</i>		
ANTH& 206	Cultural Anthropology <sup>M</sup>	5.0
POLS& 202	American Government	5.0
SOC& 101	Introduction to Sociology <sup>M</sup>	5.0
<b>NATURAL SCIENCE</b>		<b>15.0</b>
<ul style="list-style-type: none"> <li>• Courses must be selected from at least two Natural Science disciplines.</li> <li>• Must include at least 10 credits from the courses listed as Biological, Earth, and Physical Sciences.</li> <li>• Must include at least one laboratory course.</li> <li>• No more than 5 credits allowed from a MATH or MATH&amp; prefixed course</li> </ul>		
<i>Select 15 credits from Natural Science OR MATH courses listed in the Quantitative/Symbolic Reasoning Sections of the Approved Distribution Course List. Recommend to choose:</i>		<b>15.0</b>
ANTH& 205	Biological Anthropology	5.0
ENVS& 101	Introduction to Environmental Science	5.0
GEOL& 101	Introduction to Physical Geology	5.0
<b>PHYSICAL EDUCATION</b>		<b>3.0</b>
<i>Select any 3 activity credits excluding PE 190, PE 191, PE 285, PE 292.</i>		<b>3.0</b>
<i>Recommend:</i>		
PE 100	Total Fitness	2.0
PE 111	Walking for Wellness	1.0
<b>DISTRIBUTION ELECTIVES</b>		<b>2.0</b>
<i>Select an additional 2 credits from courses listed under the Communication, Quantitative/Symbolic Reasoning, Humanities, Social Sciences, Natural Sciences, or General Distribution Courses sections of the Approved Distribution Course List. Recommend:</i>		
HIST 210	History of Modern Europe <sup>M</sup>	5.0
HIST 211	History of China <sup>M</sup>	5.0
<b>ELECTIVES - OTHER</b>		<b>5.0</b>
<ul style="list-style-type: none"> <li>• PE activity credits cannot be used as electives</li> </ul>		



<i>Select any 5 credits from any college-level course numbered 100 or above. Recommend:</i>		5.0
COL 101	College 101	5.0

<sup>M</sup>Multicultural Course

Total: 90.0

# Associate of Arts (DTA) with Interdisciplinary Writing Specialization

## Description

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TCC's Interdisciplinary Writing Studies Specialization aims to help students build and strengthen their unique voices, harness the energy of language, and make intentional writing choices that empower them to express themselves and promote change. This specialization offers students real-world writing experience and academic preparation for transfer to a wide variety of four-year college or university programs. This degree is also a great choice for students who know they want to transfer but haven't yet decided on an area of interest.

This specialization prepares students to transfer to a four-year college as a junior and pursue a diverse range of degrees and careers, including meaningful and fulfilling work in media, education, business, government, publishing, non-profit, law, public relations, communications, and arts sectors. It is especially beneficial to students planning to transfer to the University of Washington Tacoma, due to UWT's emphasis on interdisciplinary studies.

Courses are designed to help students develop the capacity to critically examine power and privilege within print and digital texts; produce effective, audience-centered texts; and develop an inclusive, respectful, and multicultural worldview through engagement with faculty, peers, and locally and nationally recognized writers.

Students pursuing the specialization have opportunities to write for and edit TCC publications, including *Una Voce*, the magazine of student writing; *Trillium*, the magazine of creative writing and art; and *The Challenge* online student newspaper. Students may apply for positions as writing tutors/support staff in the Writing and Tutoring Center or through the Supplemental Instruction program.

All public universities in the state of Washington have a language requirement at the bachelor degree level. Students should review those requirements and ensure students meet them prior to transfer. World language credit can be applied toward humanities, multicultural, and general elective requirements of the Associate of Arts degree.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Develop an inclusive, respectful, and multicultural worldview through research, reading, writing, and collaboration.
2. Examine systemic issues and barriers through the use of research, reading and writing skills.
3. Approach research and writing with curiosity, open-mindedness, and confidence.
4. Produce effective audience-centered texts.
5. Understand, analyze, and compose written documents.
6. Use reading, writing, and research processes and adjust as necessary.
7. Examine power and privilege in print and digital texts.

## Requirements

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### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable 90 credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- Individual credits may be counted in only one required area.
  - The exception is for the Multicultural Requirement – students should use a Multicultural Designated course from the Communication, Humanities, or Social Sciences.

- No more than three physical education activity credits will apply toward the degree.
- At least five credits applied to the degree must be an approved multicultural course. Approved multicultural courses are identified on the Approved Distribution Course List and in the credit course descriptions.

#### WRITING INTENSIVE RECOMMENDATION

Students are advised to take at least one writing-intensive course (other than a Communication Skills course) as part of their degree. Approved Writing Intensive courses are designated at the end of the Approved Distribution Course List and in the course description section.

#### SPECIALIZATION REQUIREMENTS

To complete a specialization in Interdisciplinary Writing you must complete the following 35 credits

- ENGL& 101, ENGL& 102 OR ENGL& 103, ENGL& 235, SOC& 101, PSYC& 100, POLS& 101 OR POLS& 202, CMST& 101 OR CMST& 110

#### COURSE REQUIREMENTS 90.0

*The following courses fulfill the requirements for the Associate of Arts Direct Transfer Agreement (AA-DTA)*

#### COMMUNICATION 15.0

ENGL& 101	English Composition I	5.0
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ENGL& 235	Technical Writing	5.0
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<i>Choose one</i>		5.0
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ENGL& 102	Composition II: Argument and Persuasion	5.0
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OR		
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ENGL 103	Composition III: Writing about Literature	5.0
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#### QUANTITATIVE / SYMBOLIC REASONING 5.0

Recommend:

MATH& 146	Introduction to Statistics	5.0
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#### HUMANITIES 15.0

- Courses must be selected from at least two disciplines
- No more than 5 credits in world language at the 100 level
- No more than 5 credits in performance/skills courses may be used to satisfy this requirement

<i>Select 15 credits from Humanities Section of the Approved Distribution Course List.</i>	15.0
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CMST& 101	Introduction to Communication	5.0
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CMST 110	Multicultural Communication <sup>M</sup>	5.0
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Choose an additional 5 credits from an approved Humanities distribution course in a subject other than Communication (prefix other than CMST/CMST&)	5.0
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#### SOCIAL SCIENCES 15.0

- Courses must be selected from at least two disciplines.

PSYC& 100	General Psychology	5.0
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SOC& 101	Introduction to Sociology <sup>M</sup>	5.0
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<i>Choose One</i>		5.0
POLS& 101	Introduction to Political Science	5.0
OR		
POLS& 202	American Government	5.0
<b>NATURAL SCIENCE</b>		15.0
<ul style="list-style-type: none"> <li>• <i>Courses must be selected from at least two Natural Science disciplines.</i></li> <li>• <i>Must include at least 10 credits from the courses listed as Biological, Earth, and Physical Sciences.</i></li> <li>• <i>Must include at least one laboratory course.</i></li> <li>• <i>No more than 5 credits allowed from a MATH or MATH&amp; prefixed course</i></li> </ul>		
Choose 15 credits from the Natural Sciences section of the Approved Distribution Course List		15.0
<b>PHYSICAL EDUCATION</b>		3.0
Select any 3 activity credits excluding PE 190, PE 191, PE 285, PE 292.		3.0
<b>DISTRIBUTION ELECTIVES</b>		7.0
Select an additional 7 credits from courses listed under the Communication, Quantitative/Symbolic Reasoning, Humanities, Social Sciences, Natural Sciences, or General Distribution Courses sections of the Approved Distribution Course List.		7.0
<b>ELECTIVES - OTHER</b>		15.0
<ul style="list-style-type: none"> <li>• <i>PE activity credits cannot be used as electives</i></li> </ul>		
Select any 15 credits from any college-level course numbered 100 or above.		
Recommend taking:		
COL 101	College 101	5.0
ENGL 178	Trillium Production Workshop	2.0
ENGL 180	Una Voce Workshop	2.0
LS 101	Introduction to Research	2.0
LS 102	Research for Writing in the Disciplines	2.0
WRITE 140	Writing Center Tutor Practicum I	2.0
WRITE 141	Writing Center Tutor Practicum II	2.0
WRITE 142	Writing Center Tutor Practicum III	2.0

<sup>M</sup>Multicultural Course

Total: 90.0

# Associate of Arts, DTA with Literature Specialization

## Description

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The Literature Specialization of the Associate of Arts (DTA) degree provides a solid introduction to the concepts, terminology, interpretation and analysis of literature. This specialization prepares students for successful transfer at the junior level in English, American Studies, or Literature at Washington state four-year universities.

TCC's Literature Specialization includes a rich variety of exciting courses ranging from ancient to postmodern literature and from the traditional to the experimental or avant-garde. Students work closely with accomplished faculty who are published poets, novelists, and nonfiction writers, and collaborate on our student publications Trillium and Una Voce.

All public universities in the state of Washington have a language requirement at the bachelor degree level. Students should review those requirements and ensure they meet them prior to transfer. World language credit can be applied toward humanities, multicultural, and general elective requirements of the Associate of Arts degree.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Analyze the ways literature is shaped by the intersections among race, class, gender, sexuality, and national or global history.
2. Demonstrate critical thinking skills to explore and interpret the diversity of the human experience through literature.
3. Communicate important concepts and facts relating to areas of literature such as fiction, creative writing, poetry and drama.
4. Convey empathy and understanding based on recognition of the social and cultural contexts in more than one genre

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable 90 credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- Individual credits may be counted in only one required area.
  - The exception is for the Multicultural Requirement – students should use a Multicultural Designated course from the Communication, Humanities, or Social Sciences.
- No more than three physical education activity credits will apply toward the degree.
- At least five credits applied to the degree must be an approved multicultural course. Approved multicultural courses are identified on the Approved Distribution Course List and in the credit course descriptions.

### WRITING INTENSIVE COURSE RECOMMENDATION

Students are advised to take at least one writing intensive course (other than a Communication Skills course) as part of their degree. Approved Writing Intensive courses are designated at the end of the Approved Distribution Course List and in the course description section.

### SPECIALIZATION REQUIREMENTS

To complete a specialization in Literature you must complete the following 25 credits:

- Foundation courses - complete four from the following: ENGL& 244, ENGL& 245, ENGL& 246, ENGL& 226, ENGL& 277
- Special Focus courses - Select at least one course from the following: ENGL& 220, ENGL 234, ENGL 261, ENGL 262, ENGL 271, ENGL 280, HUM 130

### COURSE REQUIREMENTS 90.0

*The following courses fulfill the requirements for the Associate of Arts Direct Transfer Agreement (AA-DTA)*

#### COMMUNICATION 10.0

ENGL& 101 English Composition I 5.0

*Choose an additional 5 credits of Communication Distribution.* 5.0

Recommend:

ENGL 103 Composition III: Writing about Literature 5.0

#### QUANTITATIVE / SYMBOLIC REASONING 5.0

*Choose 5 credits of Quantitative / Symbolic Reasoning Distribution* 5.0

Recommend

MATH& 146 Introduction to Statistics 5.0

#### HUMANITIES 25.0

- Courses must be selected from at least two disciplines
- No more than 5 credits in world language at the 100 level
- No more than 5 credits in performance/skills courses may be used to satisfy this requirement



<i>Required Foundation Courses</i>		20.0
Select four courses from:		
ENGL& 226	British Literature I	5.0
ENGL& 227	British Literature II	5.0
ENGL& 244	American Literature I <sup>M</sup>	5.0
ENGL& 245	American Literature II <sup>M</sup>	5.0
ENGL& 246	American Literature III <sup>M</sup>	5.0
<i>Select another 5 credits from a Humanities Distribution course from a discipline other than English (other than ENGL/ENGL&amp; prefix)</i>		5.0
Recommend:		
HUM 130	Introduction to Film	5.0
<i>SOCIAL SCIENCES</i>		15.0
<i>Courses must be selected from at least two disciplines</i>		
<i>Select 15 credits from Social Sciences Section of the Approved Distribution Course List.</i>		15.0
Recommend:		
PSYC& 100	General Psychology	5.0
PSYC& 220	Abnormal Psychology	5.0
SOC& 101	Introduction to Sociology <sup>M</sup>	5.0
<i>NATURAL SCIENCE</i>		15.0
<ul style="list-style-type: none"> <li>• <i>Courses must be selected from at least two Natural Science disciplines.</i></li> <li>• <i>Must include at least 10 credits from the courses listed as Biological, Earth, and Physical Sciences.</i></li> <li>• <i>Must include at least one laboratory course.</i></li> <li>• <i>No more than 5 credits allowed from a MATH or MATH&amp; prefixed course</i></li> </ul>		
<i>Select 15 credits from Natural Science OR MATH courses listed in the Quantitative/Symbolic Reasoning Sections of the Approved Distribution Course List.</i>		15.0
Recommend:		
BIOL& 100	Survey of Biology	5.0
SCI 105	Introductory Topics in Natural Science	5.0
GEOL 108 (same as BIOL 105)	Fossils and the History of Life	5.0
<i>PHYSICAL EDUCATION</i>		3.0
<i>Select any 3 activity credits excluding PE 190, PE 191, PE 285, PE 292.</i>		3.0
Recommend:		
PE 100	Total Fitness	2.0
PE 111	Walking for Wellness	1.0
<i>DISTRIBUTION ELECTIVES</i>		5.0
<i>Select at least one from the following courses:</i>		

ENGL& 220	Introduction to Shakespeare	5.0
ENGL 234	Introduction to Mythology and Folk Stories	5.0
ENGL 261	The Bible as Literature <sup>M</sup>	5.0
ENGL 262	Children's Literature <sup>M</sup>	5.0
ENGL 271	Contemporary American Fiction <sup>M</sup>	5.0
ENGL 280	Literatures of Diversity <sup>M</sup>	5.0
HUM 130	Introduction to Film	5.0
<i>ELECTIVES - OTHER</i>		12.0
<i>Select any 12 credits from any college-level course numbered 100 or above.</i>		12.0
Recommend:		
COL 101	College 101	5.0
Consider additional Literature courses listed in the Distribution Electives above		7.0

<sup>M</sup>Multicultural Course

Total: 90.0

# Associate of Arts, DTA with Mathematics Specialization

## Description

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The Mathematics Specialization of the Associate of Arts (DTA) degree prepares students intending to major in mathematics to transfer to a 4-year school with junior level standing. All public universities in the state of Washington have a language requirement at the bachelor degree level. Students should review those requirements and ensure they meet them prior to transfer. World language credit can be applied toward humanities, multicultural, and general elective requirements of the Associate of Arts degree.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Students will be able to solve Communicate through multiple modes to address a variety of professional contexts
2. Express problems and solutions using both mathematical and non-mathematical languages
3. Compare, analyze and evaluate information and ideas to solve problems
4. Locate, evaluate, retrieve and ethically use relevant and current information of appropriate authority for academic or, as applicable, specific professional/ technical applications.
5. Evaluate a mathematical argument for consistency of logic and correctness of result
6. Demonstrate successful application of an interdependent, diverse, and multicultural worldview through collaborative engagement.
7. Ability to function effectively on a diverse team
8. Demonstrate an understanding of what constitutes responsible and ethical behavior toward individuals, the community, and the environment.

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable 90 credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- Individual credits may be counted in only one required area.
  - The exception is for the Multicultural Requirement – students should use a Multicultural Designated course from the Communication, Humanities, or Social Sciences.
- No more than three physical education activity credits will apply toward the degree.
- At least five credits applied to the degree must be an approved multicultural course. Approved multicultural courses are identified on the Approved Distribution Course List and in the credit course descriptions.

### WRITING INTENSIVE COURSE RECOMMENDATION

Students are advised to take at least one writing intensive course (other than a Communication Skills course) as part of their degree. Approved Writing Intensive courses are designated at the end of the Approved Distribution Course List and in the course description section.

### SPECIALIZATION REQUIREMENTS

To complete a specialization in Anthropology you must complete the following 35 credits:

- MATH& 151, MATH& 152, MATH& 153, MATH 220, MATH 238, MATH& 254 and CS 142 or ENGR 240

### COURSE REQUIREMENTS 90.0

*The following courses fulfill the requirements for the Associate of Arts Direct Transfer Agreement (AA-DTA)*

### COMMUNICATION 10.0

ENGL& 101 English Composition I 5.0

*Choose an additional 5 credits of Communication Distribution* 5.0

Recommend:

ENGL& 102 Composition II: Argument and Persuasion 5.0

### QUANTITATIVE / SYMBOLIC REASONING 25.0

MATH& 151 Calculus I 5.0

MATH& 153 Calculus III 5.0

MATH 220 Linear Algebra 5.0

MATH 238 Elements of Differential Equations 5.0

MATH& 254 Calculus IV 5.0

### HUMANITIES 15.0

- *Courses must be selected from at least two disciplines*
- *No more than 5 credits in world language at the 100 level*
- *No more than 5 credits in performance/skills courses may be used to satisfy this requirement*

<i>Select 15 credits from Humanities Section of the Approved Distribution Course List.</i>		15.0
Recommend:		
ART& 100	Art Appreciation <sup>M</sup>	5.0
MUSC& 105	Music Appreciation	5.0
HUM& 101	Introduction to Humanities <sup>M</sup>	5.0
<b>SOCIAL SCIENCES</b>		15.0
<i>Courses must be selected from at least two disciplines</i>		
<i>Select 15 credits from the Social Sciences Section of the Approved Distribution Course List.</i>		15.0
Recommend:		
HIST& 128	World Civilization III <sup>M</sup>	5.0
SOC& 101	Introduction to Sociology <sup>M</sup>	5.0
POLS& 101	Introduction to Political Science	5.0
<b>NATURAL SCIENCE</b>		15.0
<ul style="list-style-type: none"> <li>• Courses must be selected from at least two Natural Science disciplines.</li> <li>• Must include at least 10 credits from the courses listed as Biological, Earth, and Physical Sciences.</li> <li>• Must include at least one laboratory course.</li> <li>• No more than 5 credits allowed from a MATH or MATH&amp; prefixed course</li> </ul>		
MATH& 152	Calculus II	5.0
<i>Select 10 credits from the Natural Science Section of the Approved Distribution Course List.</i>		10.0
Recommend		
CHEM& 140	General Chemistry Prep w/Lab	5.0
PHYS& 221	Engineering Physics - Mechanics	6.0
<b>PHYSICAL EDUCATION</b>		3.0
<ul style="list-style-type: none"> <li>• No more than three PE activity credits apply toward the degree.</li> </ul>		
<i>Select any 3 activity credits excluding PE 190, PE 191, PE 285, PE 292.</i>		3.0
Recommend:		
PE 100	Total Fitness	2.0
PE 111	Walking for Wellness	1.0
<b>ELECTIVES - OTHER</b>		7.0
<i>Choose one:</i>		5.0
CS 142	Java Programming for Engineers and Scientists I	5.0
OR		
ENGR 240	Applied Numerical Methods	5.0
<i>Choose an additional 2 credits</i>		2.0
Recommend choosing from:		
COL 101	College 101	5.0

MATH& 141	Precalculus I	5.0
MATH& 142	Precalculus II	5.0
PHYS& 222	Engineering Physics - Electricity and Magnetism	6.0

<sup>M</sup>Multicultural Designated Course

Total: 90.0

# Associate of Arts, DTA with Music Specialization

## Description

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The Music Specialization of the Associate of Arts (DTA) degree provides a clear, music-focused pathway for students to chain music courses together in a meaningful and transfer-relevant way. This specialization prepares students to transfer as Bachelor of Arts in Music majors, or Bachelor of Arts majors. It also prepares students with a solid framework of music knowledge, allowing them to potentially enter the music industry workforce.

All public universities in the state of Washington have a language requirement at the bachelor degree level. Students should review those requirements and ensure they meet them prior to transfer. World language credit can be applied toward humanities, multicultural, and general elective requirements of the Associate of Arts degree.

Students seeking a music degree should also consider the Associate of Music degree.

## Career Opportunities

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The rigor and design of this degree and its curriculum are helpful for any TCC students seeking to transfer and earn a 4-year music degree. Bachelor of Arts in Music, Bachelor of Music, and music education degrees are popular and possible next steps. Other degree possibilities include degrees in: music therapy, musicology, music composition, music theory, and ethnomusicology. Possible careers for AM earning students include: performing musician, music teacher, accompanist, music sales representative, music production operations, church musician, and much more. Students seeking a music degree should also consider the Associate in Music.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Apply basic knowledge of the theoretical, technological, artistic, and/or practical principles needed to comprehend, perform, and create music.
2. Recall knowledge of history and cultural diversity in music.
3. Critically evaluate music through the application of terminology specific to the discipline.
4. Describe the historical, social, and aesthetic context of musical works.
5. Demonstrate performance skills through participation in a musical ensemble.



## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable 90 credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- Individual credits may be counted in only one required area.
  - The exception is for the Multicultural Requirement – students should use a Multicultural Designated course from the Communication, Humanities, or Social Sciences.
- No more than three physical education activity credits will apply toward the degree.
- At least five credits applied to the degree must be an approved multicultural course. Approved multicultural courses are identified on the Approved Distribution Course List and in the credit course descriptions.

### WRITING INTENSIVE COURSE RECOMMENDATION

Students are advised to take at least one writing intensive course (other than a Communication Skills course) as part of their degree. Approved Writing Intensive courses are designated at the end of the Approved Distribution Course List and in the course description section.

### SPECIALIZATION REQUIREMENTS

To complete a specialization in Music you must complete the following 31 credits:

- Foundation (10 credits): MUSC& 142 AND MUSC& 142
- Music Ensemble (6 credits): Select from: MUSC 152, MUSC 252, MUSC 160, MUSC 260, MUSC 161, MUSC 261, MUSC 165, MUSC 265
- Music Electives (15 credits). Select from: MUSC& 142, MUSC& 241, MUSC& 242, MUSC& 243, MUSC& 105, MUSC 106, MUSC 110, MUSC 120

### COURSE REQUIREMENTS 90.0

*The following courses fulfill the requirements for the Associate of Arts Direct Transfer Agreement (AA-DTA)*

#### COMMUNICATION 10.0

ENGL& 101 English Composition I 5.0

*Choose an additional 5 credits of Communication Distribution.* 5.0

Recommend:

ENGL& 102 Composition II: Argument and Persuasion 5.0

#### QUANTITATIVE / SYMBOLIC REASONING 5.0

Recommend:

MATH& 146 Introduction to Statistics 5.0

#### HUMANITIES 30.0

- Courses must be selected from at least two disciplines
- No more than 5 credits in world language at the 100 level
- No more than 5 credits in performance/skills courses may be used to satisfy this requirement

<b>REQUIRED FOUNDATIONAL COURSES</b>		10.0
MUSC& 141	Music Theory I	5.0
MUSC& 142	Music Theory II	5.0
<b>MUSIC ELECTIVES</b>		15.0
<i>Choose 15 credits from:</i>		
MUSC& 143	Music Theory III	5.0
MUSC& 241	Music Theory IV	5.0
MUSC& 242	Music Theory V	5.0
MUSC& 243	Music Theory VI	5.0
MUSC& 105	Music Appreciation	5.0
MUSC 106	World Music <sup>M</sup>	5.0
MUSC 110	Introduction to Digital Music	5.0
MUSC 120	Music in the Classroom	5.0
<i>Select an additional 5 credits from an Humanities Distribution course in a discipline other than Music</i>		5.0
Recommend		
ART& 100	Art Appreciation <sup>M</sup>	5.0
<b>SOCIAL SCIENCES</b>		15.0
<i>Courses must be selected from at least two disciplines</i>		
<i>Select 15 credits from Social Sciences Section of the Approved Distribution Course List.</i>		15.0
Recommend:		
ANTH& 100	Survey of Anthropology <sup>M</sup>	5.0
PSYC& 100	General Psychology	5.0
SOC& 101	Introduction to Sociology <sup>M</sup>	5.0
<b>NATURAL SCIENCES</b>		15.0
<ul style="list-style-type: none"> <li><i>Courses must be selected from at least two Natural Science disciplines.</i></li> <li><i>Must include at least 10 credits from the courses listed as Biological, Earth, and Physical Sciences.</i></li> <li><i>Must include at least one laboratory course.</i></li> <li><i>No more than 5 credits allowed from a MATH or MATH&amp; prefixed course</i></li> </ul>		
<i>Select 15 credits from Natural Science OR MATH courses listed in the Quantitative/Symbolic Reasoning Sections of the Approved Distribution Course List.</i>		15.0
Recommend:		
ANTH& 205	Biological Anthropology	5.0
BIOL& 100	Survey of Biology	5.0
SCI 105	Introductory Topics in Natural Science	5.0
<b>PHYSICAL EDUCATION</b>		3.0
<ul style="list-style-type: none"> <li><i>No more than three PE activity credits apply toward the degree.</i></li> </ul>		
<i>Select any 3 activity credits excluding PE 190, PE 191, PE 285, PE 292.</i>		3.0

Recommend:

PE 100	Total Fitness	2.0
PE 111	Walking for Wellness	1.0

<b>ELECTIVES</b>	12.0
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*Complete 6 credits in Musical Ensemble (Required for Music Specialization)*

*Ensemble classes can be repeated up to 3 times*

Choose From:

MUSC 152	Chamber Choir I	2.0
MUSC 252	Chamber Choir II	2.0
MUSC 160	Orchestra I	2.0
MUSC 260	Orchestra II	2.0
MUSC 161	Symphonic Band I	2.0
MUSC 261	Symphonic Band II	2.0
MUSC 165	Jazz Band I	2.0
MUSC 265	Jazz Band II	2.0

<i>Select any 6 credits from any college-level course numbered 100 or above.</i>	5.0
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Recommend:

COL 101	College 101	5.0
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Additional Ensemble courses as listed above

<sup>M</sup>Multicultural Course

Total: 90.0

# Associate of Arts, DTA with Political Science Specialization

## Description

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The following course set fulfills the requirement of the Specialization in Political Science for the Associate of Arts Degree and prepares students to pursue advanced study in political science at a four-year institution and for transfer as a political science major with junior standing at the University of Washington-Tacoma, University of Washington.

In addition to the critical achievement of becoming a well-informed citizen in a democratic system of governance, students who major in Political Science gain a depth of knowledge, skills, and experience that can be applied to a wide range of careers. Political science majors may become campaign staffers, government employees, non-profit employees, business professionals, grant writers, and journalists. With additional education, political science majors can become lawyers, paralegals, educators, and researchers.

All public universities in the state of Washington have a language requirement at the bachelor degree level. Students should review those requirements and ensure they meet them prior to transfer. World language credit can be applied toward humanities, multicultural, and general elective requirements of the Associate of Arts degree.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Demonstrate the ability to understand the structures of major political systems around the world and their related processes, events, actors, roles, and behavior.
2. Demonstrate the ability to apply political science terminology and/or research findings in political discussions or writings
3. Demonstrate an understanding of scientific research methods used to explore political systems, processes, and issues.
4. Demonstrate an ability to differentiate between opinions and logical political science explanations and empirical data.
5. Engage with or accurately represent a point of view that is different from one's own.
6. Evaluate the quality/credibility of information from various kinds of sources (academic, journalistic, popular media).
7. Present political science information according to appropriate academic standards.

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable 90 credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- Individual credits may be counted in only one required area.
  - The exception is for the Multicultural Requirement – students should use a Multicultural Designated course from the Communication, Humanities, or Social Sciences.
- No more than three physical education activity credits will apply toward the degree.
- At least five credits applied to the degree must be an approved multicultural course. Approved multicultural courses are identified on the Approved Distribution Course List and in the credit course descriptions.

### WRITING INTENSIVE COURSE RECOMMENDATION

Students are advised to take at least one writing intensive course (other than a Communication Skills course) as part of their degree. Approved Writing Intensive courses are designated at the end of the Approved Distribution Course List and in the course description section.

### SPECIALIZATION REQUIREMENTS

To complete a specialization in Political Science you must complete the following 20 credits:

- Foundation Courses. Select three courses from POLS& 101, 201, 202 or 203
- Electives. Select one course from POLS 231 or 240

### COURSE REQUIREMENTS 90.0

*The following courses fulfill the requirements for the Associate of Arts Direct Transfer Agreement (AA-DTA)*

### COMMUNICATION 10.0

ENGL& 101 English Composition I 5.0

*Select an additional 5 credits of Communication Distribution.* 5.0

Recommend:

ENGL& 102 Composition II: Argument and Persuasion 5.0

### QUANTITATIVE / SYMBOLIC REASONING 5.0

MATH& 107 Math in Society 5.0

### HUMANITIES 15.0

- Courses must be selected from at least two disciplines
- No more than 5 credits in world language at the 100 level
- No more than 5 credits in performance/skills courses may be used to satisfy this requirement

*Select 15 credits from Humanities Section of the Approved Distribution Course List.* 15.0

Recommend:

CMST 110 Multicultural Communication<sup>M</sup> 5.0

ENGL 242	Contemporary Non-Western Literature <sup>M</sup>	5.0
HUM 130	Introduction to Film	5.0
<b>SOCIAL SCIENCES</b>		<b>25.0</b>
<i>Courses must be selected from at least two disciplines</i>		
<i>Select three courses from:</i>		<b>15.0</b>
POLS& 101	Introduction to Political Science	5.0
POLS& 201	Introduction to Political Theory	5.0
POLS& 202	American Government	5.0
POLS& 203	International Relations	5.0
<i>Select one course from:</i>		<b>5.0</b>
POLS 231	Politics and Film	5.0
POLS 240	Environmental Politics and Sustainability	5.0
<i>Select another 5 credits from a Social Science course from a discipline other than Political Science.</i>		<b>5.0</b>
Recommend:		
SOC 120	Introduction to Women's Studies	5.0
<b>NATURAL SCIENCES</b>		<b>15.0</b>
<ul style="list-style-type: none"> <li>• <i>Courses must be selected from at least two Natural Science disciplines.</i></li> <li>• <i>Must include at least 10 credits from the courses listed as Biological, Earth, and Physical Sciences.</i></li> <li>• <i>Must include at least one laboratory course.</i></li> <li>• <i>No more than 5 credits allowed from a MATH or MATH&amp; prefixed course</i></li> </ul>		
<i>Select 15 credits from Natural Science OR MATH courses listed in the Quantitative/Symbolic Reasoning Sections of the Approved Distribution Course List.</i>		<b>15.0</b>
Recommend:		
ENVS& 101	Introduction to Environmental Science	5.0
GEOG 205	Physical Geography	5.0
SCI 105	Introductory Topics in Natural Science	5.0
<b>PHYSICAL EDUCATION</b>		<b>3.0</b>
<ul style="list-style-type: none"> <li>• <i>No more than three PE activity credits apply toward the degree.</i></li> </ul>		
<i>Select any 3 activity credits excluding PE 190, PE 191, PE 285, PE 292.</i>		
Recommend:		
PE 100	Total Fitness	2.0
PE 111	Walking for Wellness	1.0
<b>DISTRIBUTION ELECTIVES</b>		<b>2.0</b>
<i>Select 2 credits from courses listed under the Communication, Quantitative/Symbolic Reasoning, Humanities, Social Sciences, Natural Sciences, or General Distribution Courses sections of the Approved Distribution Course List</i>		

Recommend:

ECON& 202	Macro Economics	5.0
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<i>ELECTIVES - OTHER</i>	15.0
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*Select any 15 credits from any college-level course numbered 100 or above.*

Recommend:

COL 101	College 101	5.0
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<sup>M</sup>Multicultural Course

Total: 90.0

# Associate of Arts, DTA with Psychology Specialization

## Description

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The Psychology Specialization of the Associate of Arts (DTA) degree provides a solid introduction to the concepts, terminology, and current advances in the field of Psychology.

This specialization prepares students for successful transfer at the junior level in psychology at our primary transfer universities (the University of Washington-Tacoma, University of Washington-Seattle, and Pacific Lutheran University). Students transferring elsewhere should consult their university's website and see their advisor.

All public universities in the state of Washington have a language requirement at the bachelor degree level. Students should review those requirements and ensure they meet them prior to transfer. World language credit can be applied toward humanities, multicultural, and general elective requirements of the Associate of Arts degree.

## Career Opportunities

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For students who complete an Associate of Arts with a specialization in Psychology, there are many new openings as Registered Behavior Technicians, in mental health clinics, schools, etc... With a Bachelor of Arts or a Bachelor of Science, graduates can work as Certified Behavior Analysts and Psych Assistants and Social Service Coordinators (case managers). Also, for non-clinical areas, psych majors do very well on the LSAT, so law school, as HR Managers, Research Techs, Market Research Analysts (Google, Amazon, & Microsoft are all hiring), and Public Relations Specialists.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Evaluate the quality/credibility of information from various kinds of sources (academic, journalistic, demonstrate knowledge of major empirical findings of psychology, as presented by the discipline's major and underrepresented psychologists.
2. Demonstrate an understanding of the major concepts, theories, and methods used within psychology to understand human behavior/events
3. Identify some social variables that have shaped one's own point of view applying psychological theories, frameworks, and empirical studies
4. Engage with or accurately represent multiple cultural and intellectual points of view, applying psychological theories, frameworks, and empirical studies.
5. Apply concepts and tools from psychology to explain or analyze a social phenomenon, process, event, conflict, or issue
6. Evaluate the quality/credibility of information from various kinds of sources (academic, journalistic, popular media)



## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable 90 credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- Individual credits may be counted in only one required area.
  - The exception is for the Multicultural Requirement – students should use a Multicultural Designated course from the Communication, Humanities, or Social Sciences.
- No more than three physical education activity credits will apply toward the degree.
- At least five credits applied to the degree must be an approved multicultural course. Approved multicultural courses are identified on the Approved Distribution Course List and in the credit course descriptions.

### WRITING INTENSIVE COURSE RECOMMENDATION

Students are advised to take at least one writing intensive course (other than a Communication Skills course) as part of their degree. Approved Writing Intensive courses are designated at the end of the Approved Distribution Course List and in the course description section.

### SPECIALIZATION REQUIREMENTS

To complete a specialization in Psychology you must complete the following 30 credits:

- Core Requirements (15 credits). PSYC& 100, PSCY& 202, PSYC 209
- Foundational Requirements (10 credits). Select two of the following: PSYC& 180, PSYC& 200, PSYC 205, PSYC& 220, PSYC 240
- Quantitative Skills (5 credits) - MATH& 146

### COURSE REQUIREMENTS 90.0

*The following courses fulfill the requirements for the Associate of Arts Direct Transfer Agreement (AA-DTA)*

#### COMMUNICATION 10.0

ENGL& 101 English Composition I 5.0

*Select an additional 5 credits of Communication Distribution* 5.0

Recommend

ENGL& 102 Composition II: Argument and Persuasion 5.0

#### QUANTITATIVE / SYMBOLIC REASONING 5.0

MATH& 146 Introduction to Statistics 5.0

#### HUMANITIES 15.0

- Courses must be selected from at least two disciplines
- No more than 5 credits in world language at the 100 level
- No more than 5 credits in performance/skills courses may be used to satisfy this requirement

*Select 15 credits from Humanities Section of the Approved Distribution Course List.*

Recommend:

CMST& 101	Introduction to Communication	5.0
PHIL& 101	Introduction to Philosophy	5.0
World Language		5.0
<b>SOCIAL SCIENCE</b>		<b>30.0</b>
<i>Courses must be selected from at least two disciplines.</i>		
<i>Core Requirements - Required</i>		<b>15.0</b>
PSYC& 100	General Psychology	5.0
PSYC 202	Biopsychology	5.0
PSYC 209	Fundamentals of Psychological Research	5.0
<i>Foundational Courses</i>		<b>10.0</b>
Select two of the following courses:		
PSYC& 180	Human Sexuality	5.0
PSYC& 200	Lifespan Psychology <sup>M</sup>	5.0
PSYC 205	Introduction to Personality	5.0
PSYC& 220	Abnormal Psychology	5.0
PSYC 240	Social Psychology	5.0
<i>Select another 5 credits from a Social Science course from a discipline other than Psychology.</i>		<b>5.0</b>
Recommend:		
ANTH& 100	Survey of Anthropology <sup>M</sup>	5.0
<b>NATURAL SCIENCE</b>		<b>15.0</b>
<ul style="list-style-type: none"> <li>• Courses must be selected from at least two Natural Science disciplines.</li> <li>• Must include at least 10 credits from the courses listed as Biological, Earth, and Physical Sciences.</li> <li>• Must include at least one laboratory course.</li> <li>• No more than 5 credits allowed from a MATH or MATH&amp; prefixed course</li> </ul>		
<i>Select 15 credits from Natural Science OR MATH courses listed in the Quantitative/Symbolic Reasoning Sections of the Approved Distribution Course List.</i>		<b>15.0</b>
Recommend:		
BIOL& 100	Survey of Biology	5.0
BIOL& 175	Human Biology w/Lab	5.0
ANTH& 205	Biological Anthropology	5.0
<b>PHYSICAL EDUCATION</b>		<b>3.0</b>
<ul style="list-style-type: none"> <li>• No more than three PE activity credits apply toward the degree.</li> </ul>		
<i>Select any 3 activity credits excluding PE 190, PE 191, PE 285, PE 292.</i>		<b>3.0</b>
Recommend:		
PE 100	Total Fitness	2.0
PE 111	Walking for Wellness	1.0
<b>ELECTIVES</b>		<b>12.0</b>

Select credits from any college-level course numbered 100 or above

- PE activity credits cannot be used as electives

Select any 12 credits from any college-level course numbered 100 or above.

Recommend:

COL 101	College 101	5.0
SOC 120	Introduction to Women's Studies	5.0

<sup>M</sup>Multicultural Course

Total: 90.0

# Associate of Arts, DTA with Sociology Specialization

## Description

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The Sociology Specialization of the Associate of Arts (DTA) degree provides a solid introduction to the concepts, terminology, and current advances in the fascinating field of Sociology.

This specialization prepares students for successful transfer at the junior level in sociology at our primary transfer universities (University of Washington-Tacoma, University of WashingtonSeattle, and Pacific Lutheran University). Students transferring elsewhere should consult their university's website and see their advisor.

All public universities in the state of Washington have a language requirement at the bachelor degree level. Students should review those requirements and ensure they meet them prior to transfer. World language credit can be applied toward humanities, multicultural, and general elective requirements of the Associate of Arts degree.

## Career Opportunities

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A bachelor's degree in Sociology helps prepare students for a wide variety of careers such as jobs in consulting, finance, business, market research, urban planning and demography, non-profit organizations, government, law, advocacy, education, diversity and equity training, policing, and corrections work. Student can also continue their educational pathway and pursue Master and Ph.D. programs, Law School, Medical School, or Business School degrees

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Demonstrate the ability to understand the role of larger social patterns to interpret events, situations, and behavior.
2. Apply various sociological theories to understand social phenomena and to address inequalities based on class, race, ethnicity, gender, sexuality, etc.
3. Demonstrate an understanding of scientific research methods used to explore social processes and issues.
4. Demonstrate an ability to differentiate between opinions and reliable sociological explanations and empirical data.
5. Engage with or accurately represent a point of view that is different from one's own.
6. Evaluate the quality/credibility of information from various kinds of sources (academic, journalistic, popular media).
7. Present sociological information according to appropriate academic standards.
8. Critically determine how differences in ascribed statuses such as race, ethnicity, class, and gender can lead to an inequitable distribution of political power and social capital.

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable 90 credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- Individual credits may be counted in only one required area.
  - The exception is for the Multicultural Requirement – students should use a Multicultural Designated course from the Communication, Humanities, or Social Sciences.
- No more than three physical education activity credits will apply toward the degree.
- At least five credits applied to the degree must be an approved multicultural course. Approved multicultural courses are identified on the Approved Distribution Course List and in the credit course descriptions.

### WRITING INTENSIVE COURSE RECOMMENDATION

Students are advised to take at least one writing intensive course (other than a Communication Skills course) as part of their degree. Approved Writing Intensive courses are designated at the end of the Approved Distribution Course List and in the course description section.

### SPECIALIZATION REQUIREMENTS

To complete a specialization in Sociology you must complete the following 25 credits:

- Core Courses (5 credits) SOC& 101
- Foundation Courses (9 credits) Choose any three courses from: SOC 120, SOC 200, SOC& 201, SOC 205, SOC 222, SOC 238, SOC 255, SOC 262, SOC 265, SOC 271, SOC 287
- Quantitative Skills (5 credits) MATH& 146

### COURSE REQUIREMENTS 90.0

*The following courses fulfill the requirements for the Associate of Arts Direct Transfer Agreement (AA-DTA)*

#### COMMUNICATION 10.0

ENGL& 101 English Composition I 5.0

*Select an additional 5 credits of Communication Distribution* 5.0

Recommend:

ENGL& 102 Composition II: Argument and Persuasion 5.0

#### QUANTITATIVE / SYMBOLIC REASONING 5.0

MATH& 146 Introduction to Statistics 5.0

#### HUMANITIES 15.0

*Select 15 credits from Humanities Section of the Approved Distribution Course List.* 15.0

- Courses must be selected from at least two disciplines
- No more than 5 credits in world language at the 100 level
- No more than 5 credits in performance/skills courses may be used to satisfy this requirement

Recommend:

ENGL 280	Literatures of Diversity	5.0
CMST 110	Multicultural Communication <sup>M</sup>	5.0
SPAN& 121	Spanish I <sup>M</sup>	5.0
<b>SOCIAL SCIENCES</b>		<b>25.0</b>
<i>Core Course - Required</i>		<i>5.0</i>
SOC& 101	Introduction to Sociology	5.0
<i>Foundational courses</i>		<i>15.0</i>
Choose any three from:		
SOC 120	Introduction to Women's Studies <sup>M</sup>	5.0
SOC 200	Introduction to Research Methods for Sociologists	5.0
SOC& 201	Social Problems <sup>M</sup>	5.0
SOC 205	Sociology of African Americans <sup>M</sup>	5.0
SOC 222	Sociology of Sport <sup>M</sup>	5.0
SOC 238	Sociology of Latinx Americans <sup>M</sup>	5.0
SOC 255	Sociology of Military and Society <sup>M</sup>	5.0
SOC 262	Race and Ethnic Relations <sup>M</sup>	5.0
SOC 265	Sociology of Asian Americans <sup>M</sup>	5.0
SOC 271	Introduction to the Sociology of Deviance and Social Control	5.0
SOC 287	Sociology of Gender and Sexuality <sup>M</sup>	5.0
<i>Select another 5 credits from a Social Science course from a discipline other than Sociology.</i>		<i>5.0</i>
Recommend:		
ANTH& 100	Survey of Anthropology <sup>M</sup>	5.0
<b>NATURAL SCIENCES</b>		<b>15.0</b>
<ul style="list-style-type: none"> <li>• Courses must be selected from at least two Natural Science disciplines.</li> <li>• Must include at least 10 credits from the courses listed as Biological, Earth, and Physical Sciences.</li> <li>• Must include at least one laboratory course.</li> <li>• No more than 5 credits allowed from a MATH or MATH&amp; prefixed course</li> </ul>		
<i>Select 15 credits from Natural Science OR MATH courses listed in the Quantitative/Symbolic Reasoning Sections of the Approved Distribution Course List.</i>		<i>15.0</i>
Recommended:		
ANTH& 205	Biological Anthropology	5.0
ENVS& 101	Introduction to Environmental Science	5.0
SCI 105	Introductory Topics in Natural Science	5.0
<b>PHYSICAL EDUCATION</b>		<b>3.0</b>
<ul style="list-style-type: none"> <li>• No more than three PE activity credits apply toward the degree.</li> </ul>		
<i>Select any 3 activity credits excluding PE 190, PE 191, PE 285, PE 292.</i>		<i>3.0</i>
Recommend:		
PE 100	Total Fitness	2.0

PE 111	Walking for Wellness	1.0
<b>DISTRIBUTION ELECTIVES</b>		<b>2.0</b>
<i>Select 2 credits from courses listed under the Communication, Quantitative/Symbolic Reasoning, Humanities, Social Sciences, Natural Sciences, or General Distribution Courses sections of the Approved Distribution Course List</i>		
Recommend:		
SPAN& 122	Spanish II <sup>M</sup>	5.0
SPAN& 123	Spanish III <sup>M</sup>	5.0
<b>ELECTIVES - OTHER</b>		<b>15.0</b>
<i>Select any 15 credits from any college-level course numbered 100 or above</i>		
<ul style="list-style-type: none"> <li>• PE activity credits cannot be used as electives</li> </ul>		
Recommend:		
COL 101	College 101	5.0
SPAN& 121	Spanish I <sup>M</sup>	5.0
SPAN& 122	Spanish II <sup>M</sup>	5.0

<sup>M</sup>Multicultural Course

Total: 90.0

# Associate of Arts, DTA with Spanish Specialization

## Description

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The Spanish Specialization of the Associate of Arts (DTA) degree enables students to develop listening, speaking, reading and writing skills in Spanish, and to analyze, examine and explore oral and written communication using a variety of topics through authentic materials, in all major time frames. The Specialization in Spanish prepares students for successful transfer at the junior level in Spanish or related field at Washington State 4-year universities.

This specialization is appropriate for students who are interested in developing multilingual communication skills and in applying these in any career field or professional setting.

All public universities in the state of Washington have a language requirement at the bachelor degree level. Students should review those requirements and ensure they meet them prior to transfer. World language credit can be applied toward humanities, multicultural, and elective requirements of the Associate of Arts degree.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Engage in a variety of conversations in Spanish at an Intermediate Mid/High proficiency level, as defined by the ACTFL.
2. Read and have a general understanding of non-specialized articles or reading materials at an Intermediate High level Spanish, as defined by the ACTFL.
3. Will demonstrate through interactions, cultural projects, or personal interests how to engage with a variety of people from the Spanish speaking world.
4. Will demonstrate a better understating of cultural differences, customs, and current events in the Spanish speaking world.
5. Will be able to write at a High Novice level, as defined by the ACTFL.
6. Recall elements of the Hispanic (Peninsular/Latin America) culture that influence people's use of language in daily life. a. Understand something of the unique worldview and way of living expressed in the language of another group. b. Understand one's own language/cultural system more objectively as a result of exploring the target language. c. Understand elements of Hispanic culture that influence people's use of language in daily life. d. Recognize cross-cultural differences in communication norms, and apply this knowledge to achieve more harmonious interaction with speakers of the target language. e. Recognize how one's gender, class, or sexual identity may be expressed in the verbal and non-verbal communication of the target language/cultural system. f. Begin to express oneself in a culturally appropriate way.



## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable 90 credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- Individual credits may be counted in only one required area.
  - The exception is for the Multicultural Requirement – students should use a Multicultural Designated course from the Communication, Humanities, or Social Sciences.
- No more than three physical education activity credits will apply toward the degree.
- At least five credits applied to the degree must be an approved multicultural course. Approved multicultural courses are identified on the Approved Distribution Course List and in the credit course descriptions.

### WRITING INTENSIVE RECOMMENDATION

Students are advised to take at least one writing intensive course (other than a Communication Skills course) as part of their degree. Approved Writing Intensive courses are designated at the end of the Approved Distribution Course List and in the course description section.

### SPECIALIZATION REQUIREMENTS

5-30 credits (90 credits total)

- Completion of SPAN& 223 is required.
- Students need to complete the courses in the sequence leading up to and including SPAN& 223 in accordance with their previous language experience.
- Students without previous language experience need to start the sequence at the SPAN& 121 level.
- Students with significant background from secondary education, study abroad, heritage speakers, etc. need to consult with the appropriate advisor from the World Language Department in order to be evaluated and placed in the appropriate level.

The Spanish Language and Culture Foundation Course Sequence includes:

- SPAN& 121.....Spanish I
- SPAN& 122.....Spanish II
- SPAN& 123.....Spanish III
- SPAN& 221.....Intermediate Spanish I
- SPAN& 222.....Intermediate Spanish II
- SPAN& 223.....Intermediate Spanish III

<b>COURSE REQUIREMENTS</b>	90.0
<i>The following courses fulfill the requirements for the Associate of Arts Direct Transfer Agreement (AA-DTA)</i>	
<b>COMMUNICATION</b>	10.0
ENGL& 101      English Composition I	5.0
<i>Select an additional 5 credits of Communication Distribution.</i>	5.0
Recommend	

ENGL 103	Composition III: Writing about Literature	5.0
<b>QUANTITATIVE / SYMBOLIC REASONING</b>		<b>5.0</b>
<i>Select 5 credits of Math or Symbolic Reasoning</i>		5.0
Recommend:		
MATH& 107	Math in Society	5.0
<b>HUMANITIES</b>		<b>35.0</b>
<ul style="list-style-type: none"> <li>• Courses must be selected from at least two disciplines</li> <li>• No more than 5 credits in performance/skills courses may be used to satisfy this requirement</li> </ul>		
SPAN& 121	Spanish I <sup>M</sup>	5.0
SPAN& 122	Spanish II <sup>M</sup>	5.0
SPAN& 123	Spanish III <sup>M</sup>	5.0
SPAN& 221	Intermediate Spanish 1 <sup>M</sup>	5.0
SPAN& 222	Intermediate Spanish 2 <sup>M</sup>	5.0
SPAN& 223	Intermediate Spanish 3 <sup>M</sup>	5.0
<i>Select an additional 5 credits from a course other than Spanish (SPAN/SPAN&amp;) from the Humanities Section of the Approved Distribution Course List.</i>		5.0
Recommend:		
ANTH& 206	Cultural Anthropology <sup>M</sup>	5.0
<b>SOCIAL SCIENCES</b>		<b>15.0</b>
<i>Courses must be selected from at least two disciplines.</i>		
<i>Select 15 credits from Social Sciences Section of the Approved Distribution Course List.</i>		15.0
Recommend:		
ANTH& 207	Linguistic Anthropology <sup>M</sup>	5.0
HIST& 128	World Civilization III <sup>M</sup>	5.0
SOC& 101	Introduction to Sociology <sup>M</sup>	5.0
<b>NATURAL SCIENCES</b>		<b>15.0</b>
<ul style="list-style-type: none"> <li>• Courses must be selected from at least two Natural Science disciplines.</li> <li>• Must include at least 10 credits from the courses listed as Biological, Earth, and Physical Sciences.</li> <li>• Must include at least one laboratory course.</li> <li>• No more than 5 credits allowed from a MATH or MATH&amp; prefixed course</li> </ul>		
<i>Select 15 credits from Natural Science OR MATH courses listed in the Quantitative/Symbolic Reasoning Sections of the Approved Distribution Course List.</i>		15.0
Recommend:		
BIOL& 100	Survey of Biology	5.0

GEOL 108 (same as BIOL 105)	Fossils and the History of Life	5.0
SCI 105	Introductory Topics in Natural Science	5.0
<i>PHYSICAL EDUCATION</i>		3.0
<ul style="list-style-type: none"> <li>No more than three PE activity credits apply toward the degree.</li> </ul>		
Select any 3 activity credits excluding PE 190, PE 191, PE 285, PE 292.		3.0
Recommend:		
PE 100	Total Fitness	2.0
PE 140	Cardio Fitness	1.0
<i>ELECTIVES - OTHER</i>		7.0
Select any 7 credits from any college-level course numbered 100 or above. PE activity credits cannot be used as electives.		
Recommend:		
COL 101	College 101	5.0

<sup>M</sup>Multicultural Course

Total: 90.0

# Associate of Arts, DTA with World Languages Specialization

## Description

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The World Languages Specialization of the Associate of Arts (DTA) degree enables students to develop listening, speaking, reading and writing skills in multiple languages, and to analyze, examine and explore oral and written communication using a variety of topics through authentic materials, in all major time frames.

The Specialization in World Languages prepares students for successful transfer at the junior level in a world language or related field at Washington State 4-year universities. This specialization is appropriate for students with preexisting language skills who are interested in developing communication skills in at least two languages (in addition to English) and in applying these in any career field or professional setting.

All public universities in the state of Washington have a language requirement at the bachelor degree level. Students should review those requirements and ensure they meet them prior to transfer. World language credit can be applied toward humanities, multicultural, and general elective requirements of the Associate of Arts degree.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Engage in a variety of conversations in a target language (L2) at an Intermediate High proficiency level, and a Novice High proficiency in a second target language (L3), as defined by the ACTFL.
2. Read and have a general understanding of non-specialized articles or reading materials at an Intermediate High level in L2 and Novice High-level in L3, as defined by the ACTFL.
3. Will demonstrate through interactions, cultural projects, or personal interests how to engage with a variety of people from L2 and L3.
4. Will demonstrate a better understating of cultural differences, customs, and current events in the L2 and L3 speaking world.
5. Will be able to write at an Intermediate High level in a L2 Indo-European language or Novice High in a language that uses a non-Indio-European writing system, as defined by the ACTFL.
6. Recall elements of the target languages cultures that influence people's use of language in daily life. a. Understand something of the unique worldview and way of living expressed in the language of another group. b. Understand one's own language/cultural system more objectively as a result of exploring the target languages. c. Understand elements of target languages culture that influence people's use of language in daily life. d. Recognize cross-cultural differences in communication norms, and apply this knowledge to achieve more harmonious interaction with speakers of the target languages. e. Recognize how one's gender, class, or sexual identity may be expressed in the verbal and non-verbal communication of the target languages/cultural systems. f. Begin to express oneself in a culturally appropriate way.

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 98 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable 98 credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- Individual credits may be counted in only one required area.
  - The exception is for the Multicultural Requirement – students should use a Multicultural Designated course from the Communication, Humanities, or Social Sciences.
- No more than three physical education activity credits will apply toward the degree.
- At least five credits applied to the degree must be an approved multicultural course. Approved multicultural courses are identified on the Approved Distribution Course List and in the credit course descriptions.

### WRITING INTENSIVE COURSE RECOMMENDATION

Students are advised to take at least one writing intensive course (other than a Communication Skills course) as part of their degree. Approved Writing Intensive courses are designated at the end of the Approved Distribution Course List and in the course description section.

### SPECIALIZATION REQUIREMENTS

This specialization is appropriate for students with preexisting language skills who are interested in developing communication skills in at least two languages (in addition to English).

- Completion of the sixth quarter course in a modern language (other than English) is required (e.g. SPAN& 223).
- Students need to complete the courses in the sequence leading up to and including the sixth quarter course in accordance with their previous language experience.
- Students with significant background from secondary education, study abroad, heritage speakers, etc. need to consult with the appropriate advisor from the World Language Department to be evaluated and placed in the appropriate level.
- The CLEP is accepted for placement and credit in Spanish and German.

TCC World Language offering at the second year includes:

- SPAN& 221.....Intermediate Spanish I
- SPAN& 222.....Intermediate Spanish II
- SPAN& 223.....Intermediate Spanish III

TCC often works with other local colleges to find opportunities for 200-level language studies in additional languages

<b>COURSE REQUIREMENTS</b>	98.0
<i>The following courses fulfill the requirements for the Associate of Arts Direct Transfer Agreement (AA-DTA)</i>	
<b>COMMUNICATION</b>	10.0
ENGL& 101      English Composition I	5.0
Select an additional 5 credits of Communication Distribution.	5.0
<b>QUANTITATIVE / SYMBOLIC REASONING</b>	5.0

Select 5 credits from the Quantitative / Symbolic Reasoning section of the Approved Distribution Course List	5.0
<b>HUMANITIES</b>	35.0
<ul style="list-style-type: none"> <li>Courses must be selected from at least two disciplines</li> <li>No more than 5 credits in performance/skills courses may be used to satisfy this requirement</li> </ul>	
Complete the six-quarter Spanish language sequence:	30.0
SPAN& 121 Spanish I <sup>M</sup>	5.0
SPAN& 122 Spanish II <sup>M</sup>	5.0
SPAN& 123 Spanish III <sup>M</sup>	5.0
SPAN& 221 Intermediate Spanish 1 <sup>M</sup>	5.0
SPAN& 222 Intermediate Spanish 2 <sup>M</sup>	5.0
SPAN& 223 Intermediate Spanish 3	5.0
Select an additional 5 credits from a course other than Spanish (SPAN/SPAN&) from the Humanities Section of the Approved Distribution Course List.	5.0
<b>SOCIAL SCIENCES</b>	15.0
Courses must be selected from at least two disciplines.	
Select 15 credits from Social Sciences Section of the Approved Distribution Course List.	15.0
<b>NATURAL SCIENCES</b>	15.0
<ul style="list-style-type: none"> <li>Courses must be selected from at least two Natural Science disciplines.</li> <li>Must include at least 10 credits from the courses listed as Biological, Earth, and Physical Sciences.</li> <li>Must include at least one laboratory course.</li> <li>No more than 5 credits allowed from a MATH or MATH&amp; prefixed course</li> </ul>	
Select 15 credits from Natural Science OR MATH courses listed in the Quantitative/Symbolic Reasoning Sections of the Approved Distribution Course List.	15.0
<b>PHYSICAL EDUCATION</b>	3.0
<ul style="list-style-type: none"> <li>No more than three PE activity credits apply toward the degree.</li> </ul>	
Select any 3 activity credits excluding PE 190, PE 191, PE 285, PE 292.	3.0
<b>ELECTIVES - OTHER</b>	15.0
Complete one full sequence of a secondary World Language	
<b>Chinese</b>	
CHIN& 121 Chinese I <sup>M</sup>	5.0
CHIN& 122 Chinese II <sup>M</sup>	5.0
CHIN& 123 Chinese III <sup>M</sup>	5.0
<b>German</b>	
GERM& 121 German I <sup>M</sup>	5.0
GERM& 122 German II <sup>M</sup>	5.0
GERM& 123 German III <sup>M</sup>	5.0
<b>Japanese</b>	

JAPN& 121	Japanese I <sup>M</sup>	5.0
JAPN& 122	Japanese II <sup>M</sup>	5.0
JAPN& 123	Japanese III	5.0

<sup>M</sup>Multicultural Course

Total: 98.0

# Associate of Arts in Biology (DTA/MRP)

## Description

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This TCC degree is designed for students who intend to transfer to a baccalaureate institution to major in biology, wildlife science, botany, zoology, or similar programs in the natural sciences.

The Associate of Arts in Biology degree satisfies the General Education requirements of most Washington baccalaureate institutions (four-year colleges and universities). Students who transfer with the Associate of Arts in Biology degree may be required to complete some additional requirements during their junior and senior years as required by individual institutions.

Admission to some natural science programs is competitive. Completion of the Associate of Arts in Biology degree does not guarantee admission into a science program.

Students pursuing this degree are strongly advised to contact their potential transfer institutions early regarding the specific course choices in each area of the degree. In addition, students should check with their potential transfer institutions about minimum GPA requirements, possible higher minimum GPA requirements in selected subsets of courses, and minimum grade requirements in specific courses. Students should work with a TCC advisor to plan their program of study.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

- 1.
- 2.
- 3.



## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable 90 credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- Individual credits may be counted in only one required area.
  - The exception is for the Multicultural Requirement – students should use a Multicultural Designated course from the Communication, Humanities, or Social Sciences.
- No more than three physical education activity credits will apply toward the degree.
- At least five credits applied to the degree must be an approved multicultural course. Approved multicultural courses are identified on the Approved Distribution Course List and in the credit course descriptions.

NOTE: Certain baccalaureate institutions have additional university-specific requirements that are not required for admission but will need to be completed prior to graduation from the college or university. See page 30 of the ICRC Handbook at [www.wa-council.org/icrc/](http://www.wa-council.org/icrc/).

<b>COURSE REQUIREMENTS</b>	90.0
<b>COMMUNICATION (10 credits)</b>	10.0
ENGL& 101      English Composition I	5.0
<i>Select an additional 5 credits of Communication Distribution.</i>	5.0
Select from:	
ENGL& 102      Composition II: Argument and Persuasion	5.0
ENGL 103      Composition III: Writing about Literature	5.0
ENGL& 235      Technical Writing	5.0
<b>QUANTITATIVE / SYMBOLIC REASONING (5 credits)</b>	5.0
<i>Select one of the following:</i>	5.0
MATH& 151      Calculus I	5.0
MATH& 146      Introduction to Statistics	5.0
when appropriate for the intended transfer program and institution and after consultation with a Biology advisor	
<b>HUMANITIES (15 credits)</b>	15.0
<ul style="list-style-type: none"> <li>• Courses must be selected from at least two disciplines</li> <li>• No more than 5 credits in world language at the 100 level</li> <li>• No more than 5 credits in performance/skills courses may be used to satisfy this requirement</li> </ul>	
<i>Select 15 credits from Humanities Section of the Approved Distribution Course List.</i>	15.0
Recommend:	
ART& 100      Art Appreciation <sup>M</sup>	5.0
MUSC& 105      Music Appreciation	5.0
SPAN& 121      Spanish I <sup>M</sup>	5.0
<b>SOCIAL SCIENCES</b>	15.0

*Courses must be selected from at least two disciplines.*

*Select 15 credits from Social Sciences Section of the Approved Distribution Course List.* 15.0

Recommend:

PSYC& 100	General Psychology	5.0
ANTH& 205	Biological Anthropology	5.0
SOC& 101	Introduction to Sociology <sup>M</sup>	5.0

*NATURAL SCIENCES (30 credits):* 30.0

*Biology (15 credits)* 15.0

BIOL& 221	Introduction to Evolution, Ecology and Biodiversity	5.0
BIOL& 222	Introduction to Cellular and Molecular Biology	5.0
BIOL& 223	Introduction to the Biology of Organisms	5.0

*General Chemistry (15 credits)* 15.0

CHEM& 161	General Chemistry w/Lab I	5.0
CHEM& 162	General Chemistry w/Lab II	5.0
CHEM& 163	General Chemistry w/Lab III	5.0

*ELECTIVES (15 credits)* 15.0

*Select any 15 credits from any college-level course numbered 100 or above.*

*No more than three Physical Education activity credits cannot be used as electives for this degree*

Recommend choose from:

BIOL& 160	General Cell Biology	5.0
CHEM& 140	General Chemistry Prep w/Lab	5.0
MATH& 141	Precalculus I	5.0
MATH& 142	Precalculus II	5.0

<sup>M</sup>Multicultural Courses

Total: 90.0

# Associate of Arts in Business (MRP)

## Description

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This TCC degree is designed for students who intend to transfer to business schools at baccalaureate institutions.

The Associate of Arts in Business degree satisfies the General Education requirements of most Washington baccalaureate institutions (four-year colleges and universities). Students who complete the Associate of Arts in Business degree are normally granted junior standing upon admission to Washington baccalaureate institutions. Admission to schools of business is highly competitive. Completion of the Associate of Arts in Business degree does not guarantee admission.

In addition to the required courses for the Associate of Arts in Business degree, some baccalaureate institutions have unique graduation requirements. Many institutions require foreign language for admission, which can be used to satisfy humanities requirements and/or electives in TCC's Associate of Arts in Business degree. Students pursuing this degree are encouraged to work closely with TCC advisors familiar with business transfer requirements.

Students pursuing this degree are strongly advised to contact their potential transfer institutions early regarding the specific course choices in each area of the degree. In addition, students should check with their potential transfer institutions about minimum GPA requirements, possible higher minimum GPA requirements in selected subsets of courses, and minimum grade requirements in specific courses.

(DTA/MRP Transfer Degree)

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Discriminate between different business forms and take into consideration the ethical and other constraints of differing business structures in selecting the appropriate form to conduct a business enterprise
2. Employ a group process to explain the relationship of supply and demand in assessing the impact these factors have on the price of goods and services
3. Using a wide variety of electronic tools, explain the differences between and the information communicated on the balance sheet, income statement, and statement of owners' equity when making business decisions.
4. Interpret, analyze, and quantify business information.

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable 90 credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- Individual credits may be counted in only one required area.
  - The exception is for the Multicultural Requirement – students should use a Multicultural Designated course from the Communication, Humanities, or Social Sciences.
- No more than three physical education activity credits will apply toward the degree.
- At least five credits applied to the degree must be an approved multicultural course. Approved multicultural courses are identified on the Approved Distribution Course List and in the credit course descriptions.

### COURSE REQUIREMENTS 90.0

*Certain baccalaureate institutions have additional university-specific requirements that are not required for admission but will need to be completed prior to graduation from the college or university. See <https://wsac.wa.gov/sites/default/files/2019.04.15.Business.DTA.MRP.pdf>*

### COMMUNICATION (10 credits) 10.0

ENGL& 101	English Composition I	5.0
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<i>Select an additional 5 credits of Communication Distribution.</i>	5.0
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Choose from:

ENGL& 102	Composition II: Argument and Persuasion	5.0
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ENGL 103	Composition III: Writing about Literature	5.0
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### QUANTITATIVE / SYMBOLIC REASONING (5 credits) 5.0

MATH& 148	Business Calculus	5.0
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\*Recommended\*

OR

MATH& 151 or a higher Math course that includes MATH& 151 as a prerequisite may be used in lieu of MATH& 148.

### HUMANITIES (15 credits) 15.0

- Courses must be selected from at least two disciplines
- No more than 5 credits in world language at the 100 level
- No more than 5 credits in performance/skills courses may be used to satisfy this requirement

Select 15 credits from Humanities Section of the Approved Distribution Course List.	15.0
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### SOCIAL SCIENCES (15 credits) 15.0

BUS& 201	Business Law	5.0
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ECON& 201	Micro Economics	5.0
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ECON& 202	Macro Economics	5.0
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### NATURAL SCIENCES (15 credit) 15.0

- *Courses must be selected from at least two Natural Science disciplines.*
- *Must include at least 10 credits from the courses listed as Biological, Earth, and Physical Sciences.*
- *Must include at least one laboratory course.*
- *No more than 5 credits allowed from a MATH or MATH& prefixed course*

MATH 147                      College Algebra for Business and Economics                      5.0

\*Recommended\* - Any MATH course from the Quantitative/Symbolic Reasons section may be used in lieu of MATH 147.

Select 10 credits from the courses listed as Biological, Earth, and Physical Sciences on the approved distribution list                      10.0

**REQUIRED ELECTIVES (15 credits)**                      20.0

ACCT& 201                      Principles of Accounting I                      5.0

ACCT& 202                      Principles of Accounting II                      5.0

ACCT& 203                      Principles of Accounting III                      5.0

BUS 256                      Statistical Analysis                      5.0

MATH& 146 may be used in lieu of BUS 256.

**ELECTIVES - OTHER**                      10.0

*Select any 10 credits from any college-level course numbered 100 or above*

- *PE activity credits cannot be used as electives*

Recommend:

COL 101                      College 101                      5.0

Total: 90.0

# Associate of Arts in Computer Science (DTA/MRP)

## Description

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This TCC degree is designed for students who intend to transfer to a baccalaureate institution to major in Computer Science or some other closely related field.

Many classes required for this degree are offered only once or twice a year. Students should work closely with a TCC advisor to plan their programs of study.

The Associate of Arts in Computer Science degree satisfies the General Education requirements of most Washington baccalaureate institutions (four-year colleges and universities). Students who transfer with the Associate of Arts in Computer Science degree may be required to complete some additional requirements during their junior and senior years as required by individual institutions. Students should review the requirements at their intended transfer institution to minimize the number of such additional requirements.

Admission to computer science programs is competitive. Completion of the Associate of Arts in Computer Science degree does not guarantee admission into a computer science program. This pathway intends to provide students with the information needed to optimize their coursework to earn a DTA degree and to prepare for computer science and related majors at Washington baccalaureate institutions.

Students pursuing this degree are strongly advised to contact their potential transfer institutions early regarding the specific course choices in each area of the degree. In addition, students should check with their potential transfer institutions about minimum GPA requirements, possible higher minimum GPA requirements in selected subsets of courses, and minimum grade requirements in specific courses.

(DTA/MRP Transfer Degree)

## Career Opportunities

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The Associate in Computer Science DTA/MRP was designed to provide another possible pathway to generate more computer science graduates for Washington state companies. Businesses in the state face significant shortages of computer science workers. Approximately 71% of STEM job growth is in computer science, and Washington state companies create far more computer science jobs than we as a state produce trained workers. There is a 2,000 person gap per year that is adversely impacting economic growth in the state.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. The curriculum must require students to apply principles of engineering, basic science (including calculus-based physics and chemistry), mathematics (including calculus, linear algebra, and differential equations), and engineering fundamentals coursework; to prepare students for transfer to an ABET accredited bachelor's degree program, and eventually to work professionally in civil, mechanical, or aerospace fields.
2. Communicate through multiple modes to address a variety of professional contexts.
3. Express problems and solutions using both mathematical and non-mathematical languages.
4. Compare, analyze and evaluate information and ideas to solve problems.
5. Locate, evaluate, retrieve and ethically use relevant and current information of appropriate authority for academic or, as applicable, specific professional/ technical applications.
6. Demonstrate successful application of an interdependent, diverse, and multicultural worldview through collaborative engagement.
7. Ability to function effectively on a diverse team
8. Recognize ethical and professional responsibilities in engineering situations using relevant professional ethics codes, and make informed judgments, which must consider the impact of engineering solutions in global, cultural, social, environmental, and economic contexts

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable 90 credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- Individual credits may be counted in only one required area.
  - The exception is for the Multicultural Requirement – students should use a Multicultural Designated course from the Communication, Humanities, or Social Sciences.
- No more than three physical education activity credits will apply toward the degree.
- At least five credits applied to the degree must be an approved multicultural course. Approved multicultural courses are identified on the Approved Distribution Course List and in the credit course descriptions.

### COURSE REQUIREMENTS 90.0

*Certain baccalaureate institutions have additional university-specific requirements that are not required for admission but will need to be completed prior to graduation from the college or university. See <https://wsac.wa.gov/sites/default/files/CS.DTA.pdf>*

### COMMUNICATION (10 credits): 10.0

ENGL& 101 English Composition I 5.0

Select an additional 5 credits of Communication Distribution. 5.0

Select from:

ENGL& 235 Technical Writing 5.0

OR

ENGL& 102 Composition II: Argument and Persuasion 5.0

### QUANTITATIVE / SYMBOLIC REASONING (5 credits): 5.0

MATH& 151 Calculus I 5.0

### HUMANITIES (15 credits) 15.0

- Courses must be selected from at least two disciplines
- No more than 5 credits in world language at the 100 level
- No more than 5 credits in performance/skills courses may be used to satisfy this requirement

Select 15 credits from Humanities Section of the Approved Distribution Course List. 15.0

Recommend:

ART& 100 Art Appreciation<sup>M</sup> 5.0

ENGR& 114 Engineering Graphics 5.0

HUM& 101 Introduction to Humanities<sup>M</sup> 5.0

### SOCIAL SCIENCES (15 credits) 15.0

- Courses must be selected from at least two disciplines

Select 15 credits from Social Sciences Section of the Approved Distribution Course List. 15.0

Recommend:

ANTH& 100	Survey of Anthropology <sup>M</sup>	5.0
ECON& 201	Micro Economics	5.0
ENGR& 104	Introduction to Engineering and Design	5.0
<b>NATURAL SCIENCES (17 credits):</b>		<b>17.0</b>
MATH& 152	Calculus II	5.0
PHYS& 221	Engineering Physics - Mechanics	6.0
PHYS& 222	Engineering Physics - Electricity and Magnetism	6.0
OR if attending UW-T:		
any laboratory science course listed under Biological, Earth, and Physical Sciences on the Approved Distribution Course List, may be used in lieu of PHYS& 222. and MATH& 146 may be used in lieu of MATH& 152.		
<b>CORE REQUIREMENTS (10 credits):</b>		<b>10.0</b>
CS 142	Java Programming for Engineers and Scientists I	5.0
CS 143	Java Programming for Engineers and Scientists II	5.0
<b>UNIVERSITY SPECIFIC REQUIREMENTS (10-12 Credits):</b>		<b>10.0-12.0</b>
<i>Select a minimum of two courses from this list, as appropriate for the intended transfer institution</i>		<b>31.0</b>
Non UW-T bound students MUST choose at least one Math course from the list below. If the transfer institution requires more than two courses, the additional courses can be applied as Electives credits.		
MATH& 153	Calculus III	5.0
MATH& 254	Calculus IV	5.0
MATH& 146	Introduction to Statistics	5.0
MATH 220	Linear Algebra	5.0
PHYS& 223	Engineering Physics - Waves, Optics, and Thermodynamics	6.0
Any laboratory science course listed under Biological, Earth, and Physical Sciences on the Approved Distribution Course List		5.0
<b>ELECTIVES - OTHER</b>		<b>8.0-6.0</b>
<i>Select 6-8 credits from any college-level course numbered 100 or above</i>		
<ul style="list-style-type: none"> <li>Additional elective courses required to reach a minimum of 90 total credits should be selected in consultation with an advisor, as appropriate for the intended transfer institution.</li> <li>No more than three Physical Education Activity credits may apply to this degree.</li> </ul>		
Recommend:		
COL 101	College 101	5.0
MATH& 141	Precalculus I	5.0
MATH& 142	Precalculus II	5.0
MATH& 254	Calculus IV	5.0

<sup>M</sup>Multicultural Course

Total: 90.0



# Associate in Music

## Description

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This TCC degree is designed for students who intend to transfer into music programs at baccalaureate institutions. Students who complete the Associate of Arts in Music degree are possibly granted junior standing upon admission to baccalaureate institutions. The Associate of Music degree satisfies the General Education requirements of most Washington baccalaureate institutions (four-year colleges and universities).

Admission to departments of music is highly competitive. Completion of the Associate of Music degree does not guarantee admission. In addition to the required courses for the Associate of Music degree, some baccalaureate institutions have unique entrance requirements. Students pursuing this degree are encouraged to work closely with TCC advisors familiar with music transfer requirements.

Students pursuing this degree are strongly advised to contact their potential transfer institutions early regarding the specific course choices in each area of the degree. In addition, students should check with their potential transfer institutions about minimum GPA requirements, possible higher minimum GPA requirements in selected subsets of courses, minimum grade requirements in specific courses, performance, and audition requirements.

## Career Opportunities

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The rigor and design of this degree and its curriculum are helpful for any TCC students seeking to transfer and earn a 4-year music degree. Bachelor of Arts in Music, Bachelor of Music, and music education degrees are popular and possible next steps. Other degree possibilities include degrees in: music therapy, musicology, music composition, music theory, and ethnomusicology. Possible careers for AM earning students include: performing musician, music teacher, accompanist, music sales representative, music production operations, church musician, and much more. Students seeking a music degree should also consider the Associate of Arts with Music Specialization.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Know and recall important ideas and facts relating to Humanities Program subject areas (Art, Creative Writing, World Languages, Humanities, Literature, Music, and Philosophy)
2. Apply critical thinking skills to explore and interpret the human diversity of the experience
3. Utilizing various media, create and communicate content understanding
4. Demonstrate empathy and understanding based on recognition of historical and cultural contexts in more than one Humanities subject area
5. Complete / Qualify for an audition at a 4-year college music program, entering as music degree transfer students
6. Complete / Qualify for transfer music theory placement exams
7. Complete / Qualify for transfer piano proficiency exams
8. Apply basic musicianship and knowledge of the theoretical, historical, technological and practical backgrounds needed to understand how music is created, understood and performed
9. Recall knowledge of traditional history and of the cultural diversity and heritage in music
10. Critically evaluate music, applying terminology specific to the discipline
11. Demonstrate skills and technical proficiency in a selected area (vocal music or instrumental music) through rehearsals and performances

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable 90 credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- Individual credits may be counted in only one required area.
  - The exception is for the Multicultural Requirement – students should use a Multicultural Designated course from the Communication, Humanities, or Social Sciences.
- No more than three physical education activity credits will apply toward the degree.
- At least five credits applied to the degree must be an approved multicultural course. Approved multicultural courses are identified on the Approved Distribution Course List and in the credit course descriptions

### COURSE REQUIREMENTS 104.0

The following courses fulfill the requirements for the [Associate in Music DTA/MRP](#)

#### COMMUNICATION 10.0

ENGL& 101 English Composition I 5.0

Select an additional 5 credits from the Communication Distribution Section of the Approved Distribution course List 5.0

Distribution course List

Recommend choosing from:

ENGL& 102 Composition II: Argument and Persuasion 5.0

ENGL 103 Composition III: Writing about Literature 5.0

#### QUANTITATIVE SKILLS 5.0

- Select five (5) quarter credits mathematics – College-level math (e.g. MATH& 107 or higher); or
- Five (5) credits of a symbolic logic course that focuses on (a) sentence logic with proofs and (b) predicate logic with quantifiers and proofs and/or Aristotelian logic with Venn Diagrams

Recommend choosing:

MATH& 146 Introduction to Statistics 5.0

#### HUMANITIES 15.0

- Courses must be selected from at least two disciplines
- No more than 5 credits in world language at the 100 level
- No more than 5 credits in performance/skills courses may be used to satisfy this requirement

MUSC& 141 Music Theory I 5.0

MUSC& 142 Music Theory II 5.0

Select an additional 5 credits from the Humanities Distribution Section of the Approved Distribution course List 5.0

Distribution course List

Recommend:

ART& 100	Art Appreciation <sup>M</sup>	5.0
<b>SOCIAL SCIENCES</b>		<b>15.0</b>
<i>Courses must be selected from at least two disciplines.</i>		
<i>Select 15 credits from the Social Sciences Distribution Section of the Approved Distribution course List</i>		<b>15.0</b>
Recommend choosing:		
ANTH& 100	Survey of Anthropology <sup>M</sup>	5.0
PSYC& 100	General Psychology	5.0
SOC& 101	Introduction to Sociology <sup>M</sup>	5.0
<b>NATURAL SCIENCES</b>		<b>15.0</b>
<ul style="list-style-type: none"> <li>• Courses must be selected from at least two Natural Science disciplines.</li> <li>• Must include at least 10 credits from the courses listed as Biological, Earth, and Physical Sciences.</li> <li>• Must include at least one laboratory course.</li> <li>• No more than 5 credits allowed from a MATH or MATH&amp; prefixed course</li> </ul>		
<i>Select 15 credits from Natural Science OR MATH courses listed in the Quantitative/Symbolic Reasoning Sections of the Approved Distribution Course List.</i>		<b>15.0</b>
Recommend:		
ANTH& 205	Biological Anthropology	5.0
SCI 105	Introductory Topics in Natural Science	5.0
GEOL 108 (same as BIOL 105)	Fossils and the History of Life	5.0
<b>REQUIRED CORE MUSIC COURSES</b>		<b>44.0</b>
MUSC 124	Class Applied Music: Piano I	2.0
MUSC 125	Class Applied Music: Piano II	2.0
MUSC 126	Class Applied Music: Piano III	2.0
MUSC& 143	Music Theory III	5.0
MUSC& 241	Music Theory IV	5.0
MUSC& 242	Music Theory V	5.0
MUSC& 243	Music Theory VI	5.0
<i>Select 12 credits of music Performance Ensemble</i>		<b>12.0</b>
<i>Includes choir, band, orchestra, or jazz band</i>		
Choose from:		
MUSC 152	Chamber Choir I	2.0
MUSC 160	Orchestra I	2.0
MUSC 161	Symphonic Band I	2.0
MUSC 165	Jazz Band I	2.0
MUSC 252	Chamber Choir II	2.0
MUSC 260	Orchestra II	2.0
MUSC 261	Symphonic Band II	2.0

MUSC 265	Jazz Band II	2.0
<i>Select 6 credits of Applied Lessons on primary instrument</i>		6.0
<i>Applied Lessons are 1 credit per quarter. These are repeated for a total of 3 credits for each course. (</i>		
Choose from:		
MUSC 131	Applied Lessons Strings 1	1.0
MUSC 231	Applied Lessons Strings 2	1.0
MUSC 132	Applied Lessons Brass 1	1.0
MUSC 232	Applied Lessons Brass 2	1.0
MUSC 133	Applied Lessons Woodwind 1	1.0
MUSC 233	Applied Lessons Woodwind 2	1.0
MUSC 134	Applied Lessons Percussion 1	1.0
MUSC 234	Applied Lessons Percussion 2	1.0
MUSC 135	Applied Lessons Keyboard 1	1.0
MUSC 235	Applied Lessons Keyboard 2	1.0
MUSC 136	Applied Lessons Voice 1	1.0
MUSC 236	Applied Lessons Voice 2	1.0

NOTE: Certain baccalaureate institutions have additional university specific requirements that are not required for admission but will need to be completed prior to graduation from the college or university. See <https://wsac.wa.gov/sites/default/files/Music.MRP.pdf>

<sup>M</sup>Multicultural Course

Total: 104.0

# Associate of Arts in Nuclear Medicine Technology

TCC is proud to collaborate with Bellevue College to offer you this Associate of Arts in Nuclear Medicine Technology

## About

Nuclear medicine is a medical imaging modality that uses radioactive materials, administered into the body, to image physiologic processes.

Nuclear medicine is used to diagnose and treat diseases by using small quantities of radiopharmaceutical material in the body. It provides a safe and effective way to allow for earlier diagnoses and treatment of abnormalities, sometimes long before medical problems may become apparent with other diagnostic tests. This early detection, combined with early treatment, can allow for a more successful prognosis.

Program graduates will be allowed to take the national certification exams required to work in this field. Nuclear Medicine Technologists (NMTs) are certified by the Nuclear Medicine Technology Certification Board (NMTCB) and the American Registry of Radiologic Technologists (ARRT). Upon successful completion of the exams, graduates may apply for Washington State licensure and be able to practice as a licensed Nuclear Medicine Technologist

## Program Description

The program offers the opportunity to obtain an Associate of Arts degree in Nuclear Medicine Technology. This program, offered by Bellevue College, includes a Tacoma cohort based at TCC, and utilizes clinical sites in the Tacoma/Pierce County area.

The program:

- Is full-time
- Is six consecutive quarters (18 months) long
- Involves 12 months of clinical training
- Begins in the fall of each academic year

Program graduates will be allowed to take the national certification exams required to work in this field. Nuclear Medicine Technologists (NMTs) are certified by the Nuclear Medicine Technology Certification Board (NMTCB) and the American Registry of Radiologic Technologists (ARRT). Upon successful completion of the exams, graduates may apply for Washington State licensure and be able to practice as a licensed Nuclear Medicine Technologist.

## More Information:

For more information please see: [https://www.tacomacc.edu/academics-programs/programs/nuclear\\_medicine](https://www.tacomacc.edu/academics-programs/programs/nuclear_medicine)

# Associate of Pre-Nursing (DTA/MRP)

## Description

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This TCC degree is designed for students who intend to transfer to a Bachelor of Science in Nursing program (BSN) at a baccalaureate institution (four-year college and university).

Students completing the pre-nursing degree, and who have met the minimum GPA requirement for the BSN program to which they are applying, will have met the prerequisites necessary to apply to most upper-division nursing programs in Washington.

Admittance to BSN programs is highly competitive. Completion of the pre-nursing associate degree does not guarantee admission. Students completing this track are not eligible to take National Council Licensure Examination (NCLEX) for Registered Nursing until they complete their BSN program.

Students wishing to become a registered nurse at TCC should talk with an advisor about an Associate in Nursing DTA/MRP.

Students pursuing the pre-nursing transfer degree are strongly advised to contact the potential transfer institutions early regarding the specific course choices in each area of the degree. In addition, students should check with the potential transfer institutions about minimum GPA requirements, possible higher minimum GPA requirements in selected subsets of courses, and minimum grade requirements in specific courses.

## PREPARATION

While in high school, students should complete all available courses in mathematics, chemistry and biology.

## PROGRAM PLANNING

Students should meet with advisors as soon as they are admitted to Tacoma Community College. Prerequisites for many courses are offered only once or twice a year and/or are sequential, so timely program completion depends on careful quarterly class selection. Certain colleges and universities have additional admission requirements. For example, some universities require two years of high school foreign language or two or three quarters of college foreign language, additional college-level math, practical experience in a healthcare setting, or specific additional courses. It is important to consult catalogs, websites and four-year college advisors early in the process.

## Career Opportunities

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The Pre-Nursing DTA/MRP streamlines preparation for the basic BSN pathway by ensuring students complete pre-req courses for pre-licensure BSN programs at participating baccalaureate institutions. Due to high interest and limited space in BSN programs, admission to all BSN programs is highly competitive with many qualified applicants, including non-transfer and transfer students, often finding themselves on waiting lists. Therefore, students pursuing the Pre-Nursing DTA/MRP should be informed that their DTA associate degree is highly transferable to all public baccalaureate institutions and many private baccalaureate institutions. Students are encouraged to consider applying for general admission or to another major when they find themselves on waiting lists or not being admitted to BSN programs.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable 90 credits must be earned at Tacoma Community College.
- A cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- Individual credits may be counted in only one required area.
  - The exception is for the Multicultural Requirement – students should use a Multicultural Designated course from the Communication, Humanities, or Social Sciences.
- No more than three physical education activity credits will apply toward the degree.
- At least five credits applied to the degree must be an approved multicultural course. Approved multicultural courses are identified on the Approved Distribution Course List and in the credit course descriptions.

DEGREE COURSE REQUIREMENTS	90.0
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COMMUNICATION (10 credits)	10.0
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ENGL& 101	English Composition I	5.0
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Select an additional 5 credits from the following courses:	5.0
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ENGL& 102	Composition II: Argument and Persuasion	5.0
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ENGL 103	Composition III: Writing about Literature	5.0
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QUANTITATIVE SKILLS (5 credits)	5.0
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MATH& 146	Introduction to Statistics	5.0
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HUMANITIES (15 credits)	15.0
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- At least one course must be selected from a discipline other than Communication Studies (CMST).
- At least 5 credits must be selected from a discipline other than Communication Studies (CMST).
- No more than 5 credits in World Language at the 100 level may be used to satisfy this requirement.
- No more than 5 credits in performance/skill (P/S) courses may be used to satisfy this requirement.

Select 5 credits from the following CMST/CMST&	5.0
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CMST 110	Multicultural Communication <sup>M</sup>	5.0
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CMST& 210	Interpersonal Communication	5.0
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CMST& 220	Public Speaking	5.0
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Highly encourage CMST& 210 as it meets the TCC Nursing Program requirements

Select an additional 10 credits from the Humanities section of the Approved Distribution Course List	10.0
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Suggested Disciplines include: Art, History, Foreign Language, literature, music, philosophy, speech/communications studies (CMST)

SOCIAL SCIENCE (15 credits)	15.0
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- Courses must be selected from at least two disciplines
- No more than 10 credits allowed from any one discipline

PSYC& 100	General Psychology	5.0
PSYC& 200	Lifespan Psychology	5.0
Select 5 credits of Sociology (SOC/SOC&) courses from the Social Science section of the approved Distribution Course List		5.0
<i>Natural Sciences (35 credits)</i>		35.0
<ul style="list-style-type: none"> <li>• Courses must be selected from at least two disciplines.</li> <li>• Must include at least 10 credits from the courses listed as Biological, Earth, and Physical Sciences.</li> <li>• Must include at least one laboratory course</li> <li>• No More than 5 credits allowed from a MATH prefixed course</li> </ul>		
BIOL& 160	General Cell Biology	5.0
BIOL& 241	Human Anatomy and Physiology 1	5.0
BIOL& 242	Human Anatomy and Physiology 2	5.0
BIOL& 260	General Microbiology	5.0
CHEM& 121	Introduction to Inorganic Chemistry	5.0
CHEM& 131	Introduction to Organic/Biochemistry	5.0
NUTR& 101	Human Nutrition	5.0
<i>PHYSICAL EDUCATION (3 CREDITS)</i>		3.0
<ul style="list-style-type: none"> <li>• No more than three PE activity credits apply toward the degree.</li> </ul>		
Select any 3 physical education courses excluding PE 190, PE 191, PE 285, and PE 292		3.0
<i>ELECTIVES - COLLEGE LEVEL OTHER</i>		7.0
<ul style="list-style-type: none"> <li>• PE activity credits cannot be used as electives</li> </ul>		
Select any 7 credits from college level courses numbered 100 or above		7.0
Recommend:		
COL 101	College 101	5.0

NOTE: Certain baccalaureate institutions have additional university specific requirements that are not required for admission but will need to be completed prior to graduation from the college or university.

<sup>M</sup>Multicultural Course

Total: 90.0



# Associate of Science - Track 1 (AS-T1)

## Description

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The Associate of Science Track 1 (AS-T1) transfer degree is designed for students who plan to transfer to specific science majors at baccalaureate institutions (four-year colleges and universities). **Students pursuing this degree are strongly encouraged to select a Track 1 Specialization which will provide more focused requirements for students wishing to major in a specific area.** These specializations meet the general Track 1 requirements while providing major-specific coursework intended to prepare the student for transfer to a baccalaureate institution with junior standing.

**Students who are not working toward a specialization are discouraged from simply picking classes off the general Track 1 course list without the help of a TCC advisor who understands the Associate of Science requirements, as this may significantly extend the time required to earn a Bachelor's degree.**

Track 1 specializations include:

- Biology
- Chemistry
- Earth Science
- Environmental Science

These specializations may be found on the pages following the Track 1 general degree requirements.

### PLEASE NOTE:

Many classes required for the Associate of Science Degree are offered only once or twice a year. Students should work closely with Associate of Science advisors to plan their programs of study, including elective courses.

This degree does NOT satisfy all General Education requirements of baccalaureate institutions. Like students who begin their science studies at baccalaureate institutions as freshmen, students who transfer with Associate of Science degrees will typically be required to complete some general education requirements during their junior and senior years.

Students pursuing this degree are strongly advised to contact their potential transfer institutions early regarding the specific course choices in each area of the degree. In addition, students should check with their potential transfer institutions about minimum GPA requirements, possible higher minimum GPA requirements in selected subsets of courses, and minimum grade requirements in specific courses.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

- 1.

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the 90 applicable credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- Individual credits may be counted in only one required area.
  - The exception is the Multicultural Requirement – students should use a Multicultural Designated course from the Communication, Humanities, or Social Sciences.
- No more than 3 physical education activity credits will apply towards the degree.
- At least 5 credits applied to the degree must be an approved multicultural course. Approved multicultural courses are identified on the Approved Distribution Course List and in the credit course descriptions.

### SPECIALIZATIONS / MAJOR RELATED PROGRAMS

**Associate of Science students are strongly encouraged to work towards one of the approved Associate of Science Specializations (or Major Related Programs), which have been developed to allow students to transfer “junior-ready” into their baccalaureate major. Students should meet with a TCC advisor to determine which degree is the best fit for their long-term goals.**

<b>COURSE REQUIREMENTS</b>	90.0
<b>COMMUNICATION SKILLS</b>	5.0
ENGL& 101      English Composition I	5.0
<b>QUANTITATIVE SKILLS / SYMBOLIC REASONING</b>	10.0
MATH& 151      Calculus I	5.0
MATH& 152      Calculus II	5.0
<b>HUMANITIES &amp; SOCIAL SCIENCES</b>	15.0
<i>Most students use a Humanities or Social Sciences Distribution Course to fulfill the Multicultural degree requirement.</i>	
Complete 5 credits from the Humanities section of the Approved Distribution Course List.	5.0
Complete 5 credits from the Social Sciences section of the Approved Distribution Course List.	5.0
Complete 5 additional credits from the Humanities OR Social Sciences sections of the Approved Distribution Course List.	5.0
<b>CORE REQUIREMENTS</b>	20.0
CHEM& 161      General Chemistry w/Lab I	5.0
CHEM& 162      General Chemistry w/Lab II	5.0
CHEM& 163      General Chemistry w/Lab III	5.0
Complete 1 of the following courses:	5.0
MATH& 146      Introduction to Statistics	5.0
OR	
MATH& 153      Calculus III	5.0
<b>TRACK 1 SEQUENCE - CHOOSE ONE OPTION</b>	15.0-18.0
<i>PLEASE NOTE: Sequences should not be broken up between institutions.</i>	
Option 1 - BIOL& 221, 222, 223	15.0

BIOL& 221	Introduction to Evolution, Ecology and Biodiversity	5.0
BIOL& 222	Introduction to Cellular and Molecular Biology	5.0
BIOL& 223	Introduction to the Biology of Organisms	5.0
OR		
Option 2 - PHYS& 114, 115, 116		18.0
PLEASE NOTE: Some baccalaureate institutions require PHYS& 221-223 and will not accept PHYS& 114-116.		
PHYS& 114	General Physics I	6.0
PHYS& 115	General Physics II	6.0
PHYS& 116	General Physics III	6.0
OR		
Option 3 - PHYS& 221, 222, 223		18.0
PHYS& 221	Engineering Physics - Mechanics	6.0
PHYS& 222	Engineering Physics - Electricity and Magnetism	6.0
PHYS& 223	Engineering Physics - Waves, Optics, and Thermodynamics	6.0
ADDITIONAL REQUIREMENTS		10.0
Complete a minimum of 10 credits in biology (BIOL/BIOL&), geology (GEOL/GEOL&), mathematics (MATH/MATH&), organic chemistry (CHEM& 131, CHEM& 261-263), or physics (PHYS/PHYS&) courses.		
COLLEGE-LEVEL ELECTIVES		15.0-12.0
Complete 12-15 credits of college-level courses to reach a total of 90 credits.		
<ul style="list-style-type: none"> <li>• All elective credits must be selected from courses numbered 100 or above.</li> <li>• No more than 5 credits in this category may be from courses that are not listed under the Communication, Quantitative Skills/Symbolic Reasoning, Humanities, Social Sciences, Natural Sciences, or General Distribution Courses sections of the Approved Distribution Course List.</li> <li>• Courses should be planned with an advisor based on the requirements of the specific discipline and the transfer institution.</li> <li>• No more than 3 Physical Education Activity Credits may apply to this degree.</li> </ul>		
		Total: 90.0

# Associate of Science (AS-T1) with Biology Specialization

## Description

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The Biology Specialization of the Associate of Science Track 1 degree provides a well-rounded foundation to support students who wish to major in biology. This specialization prepares students to transfer as a biology major with junior standing at our primary transfer institutions within the State of Washington.

Students receiving this degree may need to take additional General Education requirements at their baccalaureate institution during their junior and senior years, just like students who began their major at those institutions. This is due to the number of prerequisite math and science courses and sequences for science majors taken during the freshman and sophomore years.

Many classes required for the Associate of Science Degree are only offered once or twice per year. Students pursuing this degree are strongly advised to work with a TCC faculty advisor to plan their program of study, including the selection of elective courses. (Note: TCC also offers an AA in Biology, which may be more appropriate for students in certain situations. Students are encouraged to meet with a Biology advisor to discuss which degree is recommended.)

Students pursuing this degree are strongly advised to contact their potential transfer institutions early regarding the specific course choices in each area of the degree. In addition, students should check with their potential transfer institutions about minimum GPA requirements, possible higher minimum GPA requirements in selected subsets of courses, and minimum grade requirements in specific courses.

The following course set fulfills the Specialization Requirement of the Associate of Science Track 1 degree and is appropriate for students studying biological sciences, including biology, botany, microbiology, and molecular biology.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Demonstrate an understanding of the following biological concepts: evolution; structure and function; information flow, exchange, and storage; pathways and transformations of energy and matter; and systems.
2. Effectively acquire and convey scientific ideas and information.
3. Evaluate information using scientific method, including quantitative reasoning, modeling, and simulation.
4. Locate, evaluate, and ethically use relevant and reliable scientific information.
5. Participate in inclusive collaborative work with diverse groups to find science-based solutions to problems.
6. Explore the relationship between science and society, and what constitutes responsible and ethical behavior toward individuals, the community, and the environment.

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the 90 applicable credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- Individual credits may be counted in only one required area.
  - The exception is the Multicultural Requirement – students should use a Multicultural Designated course from the Communication, Humanities, or Social Sciences.
- No more than 3 physical education activity credits will apply towards the degree.
- At least 5 credits applied to the degree must be an approved multicultural course. Approved multicultural courses are identified on the Approved Distribution Course List and in the credit course descriptions.

### COURSE REQUIREMENTS 90.0

*The following course set fulfills the BIOLOGY Specialization Requirement of the Associate of Science Track 1 (AS-T1) degree and is appropriate for students studying biological sciences, including biology, botany, microbiology, and molecular biology.*

### COMMUNICATION SKILLS 5.0

ENGL& 101	English Composition I	5.0
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### QUANTITATIVE SKILLS / SYMBOLIC REASONING 10.0

MATH& 151	Calculus I	5.0
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MATH& 152	Calculus II	5.0
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### HUMANITIES & SOCIAL SCIENCES 15.0

*Most students use a Humanities or Social Sciences Distribution Course to fulfill the Multicultural degree requirement.*

<i>Complete 5 credits from the Humanities section of the Approved Distribution Course List.</i>	5.0
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Recommended Courses:

CMST& 220	Public Speaking	5.0
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<i>Complete 5 credits from the Social Sciences section of the Approved Distribution Course List.</i>	5.0
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Recommended Courses:

PSYC& 100	General Psychology	5.0
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<i>Complete 5 additional credits from the Humanities OR Social Sciences sections of the Approved Distribution Course List.</i>	5.0
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Recommended Courses:

SOC& 101	Introduction to Sociology <sup>M</sup>	5.0
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### CORE REQUIREMENTS 50.0

BIOL& 221	Introduction to Evolution, Ecology and Biodiversity	5.0
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BIOL& 222	Introduction to Cellular and Molecular Biology	5.0
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BIOL& 223	Introduction to the Biology of Organisms	5.0
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CHEM& 161	General Chemistry w/Lab I	5.0
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CHEM& 162	General Chemistry w/Lab II	5.0
CHEM& 163	General Chemistry w/Lab III	5.0
CHEM& 261	Organic Chemistry w/Lab I	5.0
CHEM& 262	Organic Chemistry w/Lab II	5.0
CHEM& 263	Organic Chemistry w/Lab III	5.0
<i>Complete 1 of the following courses:</i>		5.0
MATH& 146	Introduction to Statistics	5.0
OR		
MATH& 153	Calculus III	5.0

<b>ELECTIVE COURSES</b>	<b>10.0</b>
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*Complete 10 credits of college-level courses to reach a total of 90 credits.*

- *Elective courses should be selected based on major and transfer institution. See your advisor for suggestions.*
- *No more than 5 credits in this category may be from courses that are not listed under the Communication, Quantitative Skills/Symbolic Reasoning, Humanities, Social Sciences, or General Distribution Courses sections of the Approved Distribution Course List.*

Recommended Courses:

PHYS& 114	General Physics I	6.0
PHYS& 115	General Physics II	6.0
PHYS& 221	Engineering Physics - Mechanics	6.0
PHYS& 222	Engineering Physics - Electricity and Magnetism	6.0

<sup>M</sup>Multicultural Course

Total: 90.0

# Associate of Science (AS-T1) with Chemistry Specialization

## Description

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The Chemistry Science Specialization of the Associate of Science Track 1 degree provides a well-rounded foundation to support students who wish to major in chemistry. This specialization prepares students to transfer as a chemistry major with junior standing at our primary transfer institutions within the State of Washington.

Students receiving this degree may need to take additional General Education requirements at their baccalaureate institution during their junior and senior years, just like students who began their major at those institutions. This is due to the number of prerequisite math and science courses and sequences for science majors taken during the freshman and sophomore years.

Many classes required for the Associate of Science Degree are only offered once or twice per year. Students pursuing this degree are strongly advised to work with a TCC faculty advisor to plan their program of study, including the selection of elective courses.

Students pursuing this degree are strongly advised to contact their potential transfer institutions early regarding the specific course choices in each area of the degree. In addition, students should check with their potential transfer institutions about minimum GPA requirements, possible higher minimum GPA requirements in selected subsets of courses, and minimum grade requirements in specific courses.

The following course set fulfills the Specialization Requirement of the Associate of Science Track 1 degree and is appropriate for students studying chemistry.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Demonstrate an understanding of matter and energy, and correlate macroscopic properties of substances with microscopic properties of atoms and molecules.
2. Demonstrate the knowledge and techniques needed to solve problems in the synthesis, measurement, and modeling of chemical systems, by using the scientific method.
3. Safely perform lab experiments and demonstrate proper techniques and use of lab equipment.
4. Effectively acquire and convey scientific ideas and information.
5. Compare, analyze, and evaluate information and ideas, and use the scientific method to solve problems.
6. Locate, evaluate, and ethically use relevant and reliable scientific information.
7. Participate in inclusive collaborative work with diverse groups to find science-based solutions to problems.
8. Explore the relationship between science and society, and what constitutes responsible and ethical behavior toward individuals, the community, and the environment.

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the 90 applicable credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- Individual credits may be counted in only one required area.
  - The exception is the Multicultural Requirement – students should use a Multicultural Designated course from the Communication, Humanities, or Social Sciences.
- No more than 3 physical education activity credits will apply towards the degree.
- At least 5 credits applied to the degree must be an approved multicultural course. Approved multicultural courses are identified on the Approved Distribution Course List and in the credit course descriptions.

<b>COURSE REQUIREMENTS</b>	85.0
<b>COMMUNICATION SKILLS</b>	5.0
ENGL& 101      English Composition I	5.0

<b>QUANTITATIVE SKILLS / SYMBOLIC REASONING</b>	10.0
MATH& 151      Calculus I	5.0
MATH& 152      Calculus II	5.0

<b>HUMANITIES &amp; SOCIAL SCIENCES</b>	10.0
<i>Most students use a Humanities or Social Sciences Distribution Course to fulfill the Multicultural degree requirement.</i>	
<i>Complete 5 credits from the Humanities section of the Approved Distribution Course List.</i>	5.0
Recommended Courses:	

*Complete 5 credits from the Social Sciences section of the Approved Distribution Course List.*  
Recommended Courses:

*Complete 5 additional credits from the Humanities OR Social Sciences sections of the Approved Distribution Course List.* 5.0  
Recommended Courses:

<b>CORE REQUIREMENTS</b>	53.0
CHEM& 161      General Chemistry w/Lab I	5.0
CHEM& 162      General Chemistry w/Lab II	5.0
CHEM& 163      General Chemistry w/Lab III	5.0
CHEM& 261      Organic Chemistry w/Lab I	5.0
CHEM& 262      Organic Chemistry w/Lab II	5.0
CHEM& 263      Organic Chemistry w/Lab III	5.0
MATH& 153      Calculus III	5.0
PHYS& 221      Engineering Physics - Mechanics	6.0
PHYS& 222      Engineering Physics - Electricity and Magnetism	6.0
PHYS& 223      Engineering Physics - Waves, Optics, and Thermodynamics	6.0

<b>ELECTIVE COURSES</b>	7.0
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Complete 7 credits of college-level courses to reach a total of 90 credits.

- Elective courses should be selected based on major and transfer institution. See your advisor for suggestions.
- No more than 5 credits in this category may be from courses that are not listed under the Communication, Quantitative Skills/Symbolic Reasoning, Humanities, Social Sciences, or General Distribution Courses sections of the Approved Distribution Course List.

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Recommended Courses:

Total: 85.0

# Associate of Science (AS-T1) with Earth Sciences Specialization

## Description

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The Earth Sciences Specialization of the Associate of Science Track 1 degree provides a well-rounded foundation to support students who wish to major in earth sciences. This specialization prepares students to transfer as an earth sciences major with junior standing at our primary transfer institutions within the State of Washington.

Students receiving this degree may need to take additional General Education requirements at their baccalaureate institution during their junior and senior years, just like students who began their major at those institutions. This is due to the number of prerequisite math and science courses and sequences for science majors taken during the freshman and sophomore years.

Many classes required for the Associate of Science Degree are only offered once or twice per year. Students pursuing this degree are strongly advised to work with a TCC faculty advisor to plan their program of study, including the selection of elective courses.

Students pursuing this degree are strongly advised to contact their potential transfer institutions early regarding the specific course choices in each area of the degree. In addition, students should check with their potential transfer institutions about minimum GPA requirements, possible higher minimum GPA requirements in selected subsets of courses, and minimum grade requirements in specific courses.

The following course set fulfills the Specialization Requirement of the Associate of Science Track 1 degree and is appropriate for students studying earth sciences such as geology.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Demonstrate knowledge of: rock and mineral genesis, seismic activity, volcanic systems, interior structure of the earth, plate tectonics, the hydrosphere (streams, groundwater, glaciers).
2. Effectively acquire and convey technical ideas and information.
3. Compare, analyze, and evaluate information and ideas, and use the scientific method to solve problems.
4. Locate, evaluate, and ethically use relevant and reliable scientific information.
5. Participate in inclusive collaborative work with diverse groups to find science-based solutions to problems.
6. Explore the relationship between science and society, and what constitutes responsible and ethical behavior toward individuals, the community, and the environment.

## Requirements

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### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the 90 applicable credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- Individual credits may be counted in only one required area.
  - The exception is the Multicultural Requirement – students should use a Multicultural Designated course from the Communication, Humanities, or Social Sciences.
- No more than 3 physical education activity credits will apply towards the degree.
- At least 5 credits applied to the degree must be an approved multicultural course. Approved multicultural courses are identified on the Approved Distribution Course List and in the credit course descriptions.

<b>COMMUNICATION SKILLS</b>		5.0
ENGL& 101	English Composition I	5.0
<b>QUANTITATIVE SKILLS / SYMBOLIC REASONING</b>		10.0
MATH& 151	Calculus I	5.0
MATH& 152	Calculus II	5.0
<b>HUMANITIES &amp; SOCIAL SCIENCES</b>		15.0
<i>Most students use a Humanities or Social Sciences Distribution Course to fulfill the Multicultural degree requirement.</i>		
<i>Complete 5 credits from the Humanities section of the Approved Distribution Course List.</i>		5.0
Recommended Courses:		
<i>Complete 5 credits from the Social Sciences section of the Approved Distribution Course List.</i>		5.0
Recommended Courses:		
<i>Complete 5 additional credits from the Humanities OR Social Sciences sections of the Approved Distribution Course List.</i>		5.0
Recommended Courses:		
<b>CORE REQUIREMENTS</b>		43.0
CHEM& 161	General Chemistry w/Lab I	5.0
CHEM& 162	General Chemistry w/Lab II	5.0
CHEM& 163	General Chemistry w/Lab III	5.0
GEOL& 101	Introduction to Physical Geology	5.0
MATH& 153	Calculus III	5.0
PHYS& 221	Engineering Physics - Mechanics	6.0
PHYS& 222	Engineering Physics - Electricity and Magnetism	6.0
PHYS& 223	Engineering Physics - Waves, Optics, and Thermodynamics	6.0
<b>ELECTIVE COURSES</b>		17.0
<i>Complete 17 credits of college-level courses to reach a total of 90 credits.</i>		
<ul style="list-style-type: none"> <li><i>Elective courses should be selected based on major and transfer institution. See your advisor for suggestions.</i></li> <li><i>At least 5 credits must be in biology (BIOL/BIOL&amp;), geology (GEOL/GEOL&amp;), mathematics (MATH/MATH&amp;), organic chemistry (CHEM&amp; 131, CHEM&amp; 261-263), or physics (PHYS/PHYS&amp;) courses.</i></li> <li><i>No more than 5 credits in this category may be from courses that are not listed under the Communication, Quantitative Skills/Symbolic Reasoning, Humanities, Social Sciences, or General Distribution Courses sections of the Approved Distribution Course List.</i></li> </ul>		
Recommended Courses:		
GEOG 210	Maps, GIS and the Environment	5.0

Total: 90.0

# Associate of Science (AS-T1) with Environmental Sciences Specialization

## Description

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The Environmental Sciences Specialization of the Associate of Science Track 1 degree provides a well-rounded foundation to support students who wish to major in environmental sciences. This specialization prepares students to transfer as an environmental sciences major with junior standing at our primary transfer institutions within the State of Washington.

Students receiving this degree may need to take additional General Education requirements at their baccalaureate institution during their junior and senior years, just like students who began their major at those institutions. This is due to the number of prerequisite math and science courses and sequences for science majors taken during the freshman and sophomore years.

Many classes required for the Associate of Science Degree are only offered once or twice per year. Students pursuing this degree are strongly advised to work with a TCC faculty advisor to plan their program of study, including the selection of elective courses.

Students pursuing this degree are strongly advised to contact their potential transfer institutions early regarding the specific course choices in each area of the degree. In addition, students should check with their potential transfer institutions about minimum GPA requirements, possible higher minimum GPA requirements in selected subsets of courses, and minimum grade requirements in specific courses.

The following course set fulfills the Specialization Requirement of the Associate of Science Track 1 degree and is appropriate for students studying environmental sciences.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Demonstrate knowledge of concepts in biology, chemistry, geology, and physics, to prepare students to transfer to an accredited bachelor's degree program in environmental science.
2. Effectively acquire and convey scientific ideas and information.
3. Evaluate information using scientific method, including quantitative reasoning, modeling, and simulation.
4. Locate, evaluate, and ethically use relevant and reliable scientific information.
5. Participate in inclusive collaborative work with diverse groups to find science-based solutions to problems.
6. Explore the relationship between science and society, and what constitutes responsible and ethical behavior toward individuals, the community, and the environment.

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the 90 applicable credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- Individual credits may be counted in only one required area.
  - The exception is the Multicultural Requirement – students should use a Multicultural Designated course from the Communication, Humanities, or Social Sciences.
- No more than 3 physical education activity credits will apply towards the degree.
- At least 5 credits applied to the degree must be an approved multicultural course. Approved multicultural courses are identified on the Approved Distribution Course List and in the credit course descriptions.

<b>COURSE REQUIREMENTS</b>	90.0
<b>COMMUNICATION SKILLS</b>	5.0
ENGL& 101      English Composition I	5.0

<b>QUANTITATIVE SKILLS / SYMBOLIC REASONING</b>	10.0
MATH& 151      Calculus I	5.0
MATH& 152      Calculus II	5.0

<b>HUMANITIES &amp; SOCIAL SCIENCES</b>	15.0
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*Most students use a Humanities or Social Sciences Distribution Course to fulfill the Multicultural degree requirement.*

<i>Complete 5 credits from the Humanities section of the Approved Distribution Course List.</i>	5.0
Recommended Courses:	

CMST& 220      Public Speaking	5.0
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<i>Complete 5 credits from the Social Sciences section of the Approved Distribution Course List.</i>	5.0
Recommended Courses:	

POLS 240      Environmental Politics and Sustainability	5.0
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<i>Complete 5 additional credits from the Humanities OR Social Sciences sections of the Approved Distribution Course List.</i>	5.0
Recommended Courses:	

SOC& 101      Introduction to Sociology <sup>M</sup>	5.0
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<b>CORE REQUIREMENTS</b>	46.0
BIOL& 221      Introduction to Evolution, Ecology and Biodiversity	5.0
BIOL& 222      Introduction to Cellular and Molecular Biology	5.0
BIOL& 223      Introduction to the Biology of Organisms	5.0
CHEM& 161      General Chemistry w/Lab I	5.0
CHEM& 162      General Chemistry w/Lab II	5.0
CHEM& 163      General Chemistry w/Lab III	5.0
GEOL& 101      Introduction to Physical Geology	5.0
PHYS& 114      General Physics I	6.0

<i>Complete 1 of the following courses:</i>		5.0
MATH& 146	Introduction to Statistics	5.0
OR		
BUS 256	Statistical Analysis	5.0

<b>ELECTIVE COURSES</b>	14.0
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*Complete 14 credits of college-level courses to reach a total of 90 credits.*

- *Elective courses should be selected based on major and transfer institution. See your advisor for suggestions.*
- *No more than 5 credits in this category may be from courses that are not listed in under the Communication, Quantitative Skills/Symbolic Reasoning, Humanities, Social Sciences, or General Distribution Courses sections of the Approved Distribution Course List.*

Recommended Courses:

ENVS& 101	Introduction to Environmental Science	5.0
ENVS 210	Maps, GIS and the Environment	5.0
<i>Students are recommended to complete 1 of the following elective courses:</i>		1.0-5.0
ENVS 179	Special Topics in Environmental Science	2.0
OR		
GEOL 179	Special Topics in Geology	1.0-5.0
OR		
OCEA 179	Special Topics in Oceanography	1.0-5.0

<sup>M</sup>Multicultural Course

Total: 90.0

# Associate of Science - Track 2 (AS-T2)

## Description

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The Associate of Science Track 2 (AS-T2) transfer degree is designed for students who plan to transfer to specific science majors at baccalaureate institutions (four-year colleges and universities). **Students pursuing this degree are strongly encouraged to select a Track 2 Specialization or MRP (Major Related Program) which will provide more focused requirements for students wishing to major in a specific area.** These specializations meet the general Track 2 requirements while providing major-specific coursework intended to prepare the student for transfer to a baccalaureate institution with junior standing.

**Students who are not working toward a specialization are discouraged from simply picking classes off the general Track 2 course list without the help of a TCC advisor who understands the Associate of Science requirements, as this may significantly extend the time required to earn a Bachelor's degree.**

Track 2 specializations include:

- Astronomy
- Atmospheric Science
- Computer Engineering
- and Physics

These specializations may be found on the pages following the Track 2 general degree requirements.

In addition, Track 2 includes four extended MRP degrees for those majoring in engineering disciplines. These MRPs require more than 90 credits to better prepare engineering students to meet the prerequisites in their chosen area of study.

The four AS-T2 MRP degrees are:

- Associate of Science in Bioengineering and Chemical Engineering (MRP)
- Associate of Science in Civil and Mechanical Engineering (MRP)
- Associate of Science in Computer and Electrical Engineering (MRP)
- Associate of Science in Material Science and Manufacturing Engineering (MRP)

The MRP requirements may be found on the pages following the Track 2 specializations.

### PLEASE NOTE:

Many classes required for the Associate of Science Degree are offered only once or twice a year. Students should work closely with Associate of Science advisors to plan their programs of study, including elective courses.

This degree does NOT satisfy all General Education requirements of baccalaureate institutions. Like students who begin their science studies at baccalaureate institutions as freshmen, students who transfer with Associate of Science degrees will typically be required to complete some general education requirements during their junior and senior years.

Students pursuing this degree are strongly advised to contact their potential transfer institutions early regarding the specific course choices in each area of the degree. In addition, students should check with their potential transfer institutions about minimum GPA requirements, possible higher minimum GPA requirements in selected subsets of courses, and minimum grade requirements in specific courses.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1.

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the 90 applicable credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- Individual credits may be counted in only one required area.
  - The exception is the Multicultural Requirement – students should use a Multicultural Designated course from the Communication, Humanities, or Social Sciences.
- No more than 3 physical education activity credits will apply towards the degree.
- At least 5 credits applied to the degree must be an approved multicultural course. Approved multicultural courses are identified on the Approved Distribution Course List and in the credit course descriptions.

### SPECIALIZATIONS / MAJOR RELATED PROGRAMS

**Associate of Science students are strongly encouraged to work towards one of the approved Associate of Science Specializations (or Major Related Programs), which have been developed to allow students to transfer “junior-ready” into their baccalaureate major. Students should meet with a TCC advisor to determine which degree is the best fit for their long-term goals.**

<b>COURSE REQUIREMENTS</b>	90.0
<b>COMMUNICATION SKILLS</b>	5.0
ENGL& 101      English Composition I	5.0

<b>QUANTITATIVE SKILLS / SYMBOLIC REASONING</b>	10.0
MATH& 151      Calculus I	5.0
MATH& 152      Calculus II	5.0

<b>HUMANITIES &amp; SOCIAL SCIENCES</b>	15.0
<i>Most students use a Humanities or Social Sciences Distribution Course to fulfill the Multicultural degree requirement.</i>	
<i>Complete 5 credits from the Humanities section of the Approved Distribution Course List.</i> Recommended Courses:	5.0

<i>Complete 5 credits from the Social Sciences section of the Approved Distribution Course List.</i> Recommended Courses:	5.0
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<i>Complete 5 additional credits from the Humanities OR Social Sciences sections of the Approved Distribution Course List.</i> Recommended Courses:	5.0
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<b>CORE REQUIREMENTS</b>	10.0
CHEM& 161      General Chemistry w/Lab I	5.0
Another science course may substitute for CHEM& 161 as appropriate for the intended transfer program and institution, and after consultation with a Science advisor.	

<i>Complete 1 of the following courses:</i>	5.0
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MATH& 146	Introduction to Statistics	5.0
OR		
MATH& 153	Calculus III	5.0

<b>TRACK 2 SEQUENCE - CHOOSE ONE OPTION</b>		<b>18.0</b>
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*PLEASE NOTE: Sequences should not be broken up between institutions.*

<i>Option 1 - PHYS&amp; 114, 115, 116</i>	<b>18.0</b>
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*PLEASE NOTE: Some baccalaureate institutions require PHYS& 221-223 and will not accept PHYS& 114-116.*

PHYS& 114	General Physics I	6.0
PHYS& 115	General Physics II	6.0
PHYS& 116	General Physics III	6.0
OR		
<i>Option 2 - PHYS&amp; 221, 222, 223</i>		<b>18.0</b>
PHYS& 221	Engineering Physics - Mechanics	6.0
PHYS& 222	Engineering Physics - Electricity and Magnetism	6.0
PHYS& 223	Engineering Physics - Waves, Optics, and Thermodynamics	6.0

<b>COLLEGE-LEVEL ELECTIVES</b>	<b>32.0</b>
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Complete 32 credits of college-level courses to reach a total of 90 credits.

- All elective credits must be selected from courses numbered 100 or above.
- No more than 5 credits in this category may be from courses that are not listed under the Communication, Quantitative Skills/Symbolic Reasoning, Humanities, Social Sciences, Natural Sciences, or General Distribution Courses sections of the Approved Distribution Course List.
- Courses should be planned with an advisor based on the requirements of the specific discipline and the transfer institution.
- No more than 3 Physical Education Activity Credits may apply to this degree.

Recommended Courses:

Total: 90.0

# Associate of Science (AS-T2) with Astronomy Specialization

## Description

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The Astronomy Specialization of the Associate of Science Track 2 degree provides a well-rounded foundation to support students who wish to major in astronomy. This specialization prepares students to transfer as an astronomy major with junior standing at our primary transfer institutions within the State of Washington.

Students receiving this degree will need to take additional General Education requirements at their baccalaureate institution during their junior and senior years, just like students who began their major at those institutions. This is due to the number of prerequisite math and science courses and sequences for science majors taken during the freshman and sophomore years.

Many classes required for the Associate of Science Degree are only offered once or twice per year. Students pursuing this degree are strongly advised to work with a TCC faculty advisor to plan their program of study, including the selection of elective courses.

Students pursuing this degree are strongly advised to contact their potential transfer institutions early regarding the specific course choices in each area of the degree. In addition, students should check with their potential transfer institutions about minimum GPA requirements, possible higher minimum GPA requirements in selected subsets of courses, and minimum grade requirements in specific courses.

The following course set fulfills the Specialization Requirement of the Associate of Science Track 2 degree and is appropriate for students studying astronomy

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Demonstrate a broad understanding of mathematics, a general understanding of basic chemistry, and a foundational understanding of calculus-based physics principles; solve mathematical and scientific problems using qualitative and quantitative reasoning; and utilize this knowledge to build conceptual and mathematical models of realistic systems simplified to essential physical properties; which form the underlying basis for scientific study of astronomical systems.
2. Effectively acquire and convey technical ideas and information in multi-modal forms of communication and in multiple contexts.
3. Locate, collect, evaluate, analyze, and interpret data from the physical world to develop models that can be used to make predictions.
4. While practicing inclusivity, function effectively as a member of a diverse team engaged in activities appropriate to the specialization's discipline.
5. Demonstrate responsible and ethical behavior toward individuals, the community, and the environment.

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the 90 applicable credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- Individual credits may be counted in only one required area.
  - The exception is the Multicultural Requirement – students should use a Multicultural Designated course from the Communication, Humanities, or Social Sciences.
- No more than 3 physical education activity credits will apply towards the degree.
- At least 5 credits applied to the degree must be an approved multicultural course. Approved multicultural courses are identified on the Approved Distribution Course List and in the credit course descriptions.

<b>COURSE REQUIREMENTS</b>	90.0
<b>COMMUNICATION SKILLS</b>	5.0
ENGL& 101      English Composition I	5.0

<b>QUANTITATIVE SKILLS / SYMBOLIC REASONING</b>	10.0
MATH& 151      Calculus I	5.0
MATH& 152      Calculus II	5.0

<b>HUMANITIES &amp; SOCIAL SCIENCES</b>	15.0
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*Most students use a Humanities or Social Sciences Distribution Course to fulfill the Multicultural degree requirement.*

<i>Complete 5 credits from the Humanities section of the Approved Distribution Course List.</i>	5.0
Recommended Courses:	

CMST& 101      Introduction to Communication	5.0
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<i>Complete 5 credits from the Social Sciences section of the Approved Distribution Course List.</i>	5.0
Recommended Courses:	

SOC& 101      Introduction to Sociology <sup>M</sup>	5.0
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<i>Complete 5 additional credits from the Humanities OR Social Sciences sections of the Approved Distribution Course List.</i>	5.0
Recommended Courses:	

PHIL& 101      Introduction to Philosophy	5.0
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<b>CORE REQUIREMENTS</b>	48.0
CHEM& 161      General Chemistry w/Lab I	5.0
CHEM& 162      General Chemistry w/Lab II	5.0
MATH& 153      Calculus III	5.0
MATH 220      Linear Algebra	5.0
MATH 238      Elements of Differential Equations	5.0
MATH& 254      Calculus IV	5.0
PHYS& 221      Engineering Physics - Mechanics	6.0
PHYS& 222      Engineering Physics - Electricity and Magnetism	6.0

PHYS& 223	Engineering Physics - Waves, Optics, and Thermodynamics	6.0
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<b>ELECTIVE COURSES</b>	<b>12.0</b>
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*Complete 12 credits of college-level courses to reach a total of 90 credits.*

- *Elective courses should be selected based on major and transfer institution. See your advisor for suggestions.*
- *No more than 5 credits in this category may be from courses that are not listed under the Communication, Quantitative Skills/Symbolic Reasoning, Humanities, Social Sciences, or General Distribution Courses sections of the Approved Distribution Course List.*

Recommended Courses:

ASTR& 110	The Solar System	5.0
ASTR& 115	Stars, Galaxies and the Cosmos	5.0
CHEM& 163	General Chemistry w/Lab III	5.0
<i>Students are recommended to complete 1 of the following elective courses:</i>		5.0
CS 142	Java Programming for Engineers and Scientists I	5.0
OR		
ENGR 240	Applied Numerical Methods	5.0

<sup>M</sup>Multicultural Course

Total: 90.0

# Associate of Science (AS-T2) with Atmospheric Science Specialization

## Description

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The Atmospheric Science Specialization of the Associate of Science Track 2 degree provides a well-rounded foundation to support students who wish to major in atmospheric science or meteorology. This specialization prepares students to transfer as an atmospheric science major with junior standing at our primary transfer institutions within the State of Washington.

Students receiving this degree will need to take additional General Education requirements at their baccalaureate institution during their junior and senior years, just like students who began their major at those institutions. This is due to the number of prerequisite math and science courses and sequences for science majors taken during the freshman and sophomore years.

Many classes required for the Associate of Science Degree are only offered once or twice per year. Students pursuing this degree are strongly advised to work with a TCC faculty advisor to plan their program of study, including the selection of elective courses.

Students pursuing this degree are strongly advised to contact their potential transfer institutions early regarding the specific course choices in each area of the degree. In addition, students should check with their potential transfer institutions about minimum GPA requirements, possible higher minimum GPA requirements in selected subsets of courses, and minimum grade requirements in specific courses.

The following course set fulfills the Specialization Requirement of the Associate of Science Track 2 degree and is appropriate for students studying atmospheric science.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Demonstrate a broad understanding of mathematics, a general understanding of basic chemistry, and foundational understanding of calculus-based physics principles; solve mathematical and scientific problems using qualitative and quantitative reasoning; and utilize this knowledge to build conceptual, mathematical, and computer-based models of realistic systems simplified to essential physical properties; which form the underlying basis for scientific study of atmospheric systems.
2. Effectively acquire and convey technical ideas and information in multi-modal forms of communication and in multiple contexts.
3. Compare, analyze, and evaluate information and ideas to solve problems.
4. Locate, collect, evaluate, analyze, and interpret data from the physical world to develop models that can be used to make predictions.
5. While practicing inclusivity, function effectively as a member of a diverse team engaged in activities appropriate to the specialization's discipline.
6. Demonstrate responsible and ethical behavior toward individuals, the community, and the environment.

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the 90 applicable credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- Individual credits may be counted in only one required area.
  - The exception is the Multicultural Requirement – students should use a Multicultural Designated course from the Communication, Humanities, or Social Sciences.
- No more than 3 physical education activity credits will apply towards the degree.
- At least 5 credits applied to the degree must be an approved multicultural course. Approved multicultural courses are identified on the Approved Distribution Course List and in the credit course descriptions.

<b>COURSE REQUIREMENTS</b>	90.0
<b>COMMUNICATION SKILLS</b>	5.0
ENGL& 101      English Composition I	5.0

<b>QUANTITATIVE SKILLS / SYMBOLIC REASONING</b>	10.0
MATH& 151      Calculus I	5.0
MATH& 152      Calculus II	5.0

<b>HUMANITIES &amp; SOCIAL SCIENCES</b>	15.0
<i>Most students use a Humanities or Social Sciences Distribution Course to fulfill the Multicultural degree requirement.</i>	
<i>Complete 5 credits from the Humanities section of the Approved Distribution Course List.</i>	5.0
Recommended Courses:	

<i>Complete 5 credits from the Social Science section of the Approved Distribution Course List.</i>	5.0
Recommended Courses:	

<i>Complete 5 additional credits from the Humanities OR Social Science sections of the Approved Distribution Course List.</i>	5.0
Recommended Courses:	

<b>CORE REQUIREMENTS</b>	53.0
CHEM& 161      General Chemistry w/Lab I	5.0
ENGR 240      Applied Numerical Methods	5.0
MATH& 146      Introduction to Statistics	5.0
MATH& 153      Calculus III	5.0
MATH 220      Linear Algebra	5.0
MATH 238      Elements of Differential Equations	5.0
MATH& 254      Calculus IV	5.0
PHYS& 221      Engineering Physics - Mechanics	6.0
PHYS& 222      Engineering Physics - Electricity and Magnetism	6.0
PHYS& 223      Engineering Physics - Waves, Optics, and Thermodynamics	6.0

<b>ELECTIVE COURSES</b>	7.0
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*Complete 7 credits of college-level courses to reach a total of 90 credits.*

- Elective courses should be selected based on major and transfer institution. See your advisor for suggestions.*
- No more than 5 credits in this category may be from courses that are not listed under the Communication, Quantitative Skills/Symbolic Reasoning, Humanities, Social Sciences, or General Distribution Courses sections of the Approved Distribution Course List.*

Recommended Courses:

CHEM& 162	General Chemistry w/Lab II	5.0
CHEM& 163	General Chemistry w/Lab III	5.0
CS 142	Java Programming for Engineers and Scientists I	5.0

Total: 90.0

# Associate of Science (AS-T2) with Computer Engineering Specialization

## Description

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The Computer Engineering Specialization of the Associate of Science Track 2 degree provides a well-rounded foundation to support students who wish to major in computer engineering. This specialization prepares students to transfer as a computer engineering major with junior standing at our primary transfer institutions within the State of Washington.

Students receiving this degree will need to take additional General Education requirements at their baccalaureate institution during their junior and senior years, just like students who began their major at those institutions. This is due to the number of prerequisite math and science courses and sequences for engineering majors taken during the freshman and sophomore years.

Many classes required for the Associate of Science Degree are only offered once or twice per year. Students pursuing this degree are strongly advised to work with a TCC faculty advisor to plan their program of study, including the selection of elective courses.

Students pursuing this degree are strongly advised to contact their potential transfer institutions early regarding the specific course choices in each area of the degree. In addition, students should check with their potential transfer institutions about minimum GPA requirements, possible higher minimum GPA requirements in selected subsets of courses, and minimum grade requirements in specific courses.

The following course set fulfills the Specialization Requirement of the Associate of Science Track 2 degree. This degree is generally appropriate for students studying computer engineering, while the Associate of Science in Electrical and Computer Engineering (MRP) is usually advised for electrical engineering students only.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Communicate through multiple modes to address a variety of professional contexts.
2. Express problems and solutions using both mathematical and non-mathematical languages.
3. Compare, analyze and evaluate information and ideas to solve problems.
4. Locate, evaluate, retrieve and ethically use relevant and current information of appropriate authority for academic or, as applicable, specific professional/ technical applications.
5. Demonstrate successful application of an interdependent, diverse, and multicultural worldview through collaborative engagement.
6. Ability to function effectively on a diverse team.
7. Recognize ethical and professional responsibilities in engineering situations using relevant professional ethics codes, and make informed judgments, which must consider the impact of engineering solutions in global, cultural, social, environmental, and economic contexts.



## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the 90 applicable credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- Individual credits may be counted in only one required area.
  - The exception is the Multicultural Requirement – students should use a Multicultural Designated course from the Communication, Humanities, or Social Sciences.
- No more than 3 physical education activity credits will apply towards the degree.
- At least 5 credits applied to the degree must be an approved multicultural course. Approved multicultural courses are identified on the Approved Distribution Course List and in the credit course descriptions.

<b>COURSE REQUIREMENTS</b>	90.0
<b>COMMUNICATION SKILLS</b>	5.0
ENGL& 101      English Composition I	5.0

<b>QUANTITATIVE SKILLS / SYMBOLIC REASONING</b>	10.0
MATH& 151      Calculus I	5.0
MATH& 152      Calculus II	5.0

<b>HUMANITIES &amp; SOCIAL SCIENCES</b>	15.0
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*Most students use a Humanities or Social Sciences Distribution Course to fulfill the Multicultural degree requirement.*

Complete 5 credits from the Humanities section of the Approved Distribution Course List.	5.0
Complete 5 credits from the Social Science section of the Approved Distribution Course List.	5.0
Complete 5 additional credits from the Humanities OR Social Science sections of the Approved Distribution Course List.	5.0

<b>CORE REQUIREMENTS</b>	59.0
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CS 142      Java Programming for Engineers and Scientists I	5.0
CS 143      Java Programming for Engineers and Scientists II	5.0
ENGR& 204      Electrical Circuits	6.0
MATH& 153      Calculus III	5.0
MATH 220      Linear Algebra	5.0
MATH 238      Elements of Differential Equations	5.0
MATH& 254      Calculus IV	5.0
PHYS& 221      Engineering Physics - Mechanics	6.0
PHYS& 222      Engineering Physics - Electricity and Magnetism	6.0
PHYS& 223      Engineering Physics - Waves, Optics, and Thermodynamics	6.0

*Complete 1 of the following courses:* 5.0

*This specialization requires a minimum of 5 credits from the following list. Selection depends on the intended engineering university. These 5 credits must be approved by an engineering advisor.*

CHEM& 161      General Chemistry w/Lab I	5.0
CHEM& 162      General Chemistry w/Lab II	5.0
ENGL& 235      Technical Writing	5.0

ENGR& 224	Engineering Thermodynamics	5.0
ENGR 240	Applied Numerical Methods	5.0

<i>ELECTIVE COURSES</i>	1.0
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*Complete 1 credit of college-level courses to reach a total of 90 credits.*

Recommended Courses:

CHEM& 161	General Chemistry w/Lab I	5.0
CHEM& 162	General Chemistry w/Lab II	5.0
ENGL& 235	Technical Writing	5.0
ENGR& 224	Engineering Thermodynamics	5.0
ENGR 240	Applied Numerical Methods	5.0

Total: 90.0

# Associate of Science (AS-T2) with Physics Specialization

## Description

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The Physics Specialization of the Associate of Science Track 2 degree provides a well-rounded foundation to support students who wish to major in physics. This specialization prepares students to transfer as a physics major with junior standing at our primary transfer institutions within the State of Washington.

Students receiving this degree will need to take additional General Education requirements at their baccalaureate institution during their junior and senior years, just like students who began their major at those institutions. This is due to the number of prerequisite math and science courses and sequences for science majors taken during the freshman and sophomore years.

Many classes required for the Associate of Science Degree are only offered once or twice per year. Students pursuing this degree are strongly advised to work with a TCC faculty advisor to plan their program of study, including the selection of elective courses.

Students pursuing this degree are strongly advised to contact their potential transfer institutions early regarding the specific course choices in each area of the degree. In addition, students should check with their potential transfer institutions about minimum GPA requirements, possible higher minimum GPA requirements in selected subsets of courses, and minimum grade requirements in specific courses.

The following course set fulfills the Specialization Requirement of the Associate of Science Track 2 degree and is appropriate for students studying physics.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Demonstrate a broad understanding of mathematics, a general understanding of basic chemistry, and foundational understanding of calculus-based physics principles; solve mathematical and scientific problems using qualitative and quantitative reasoning; and utilize this knowledge to build conceptual and mathematical models of realistic systems simplified to essential physical properties; which form the underlying basis for scientific study of physical systems.
2. Effectively acquire and convey technical ideas and information in multi-modal forms of communication and in multiple contexts.
3. Compare, analyze, and evaluate information and ideas to solve problems.
4. Locate, collect, evaluate, analyze, and interpret data from the physical world to develop models that can be used to make predictions.
5. While practicing inclusivity, function effectively as a member of a diverse team engaged in activities appropriate to the specialization's discipline.
6. Demonstrate responsible and ethical behavior toward individuals, the community, and the environment.

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the 90 applicable credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- Individual credits may be counted in only one required area.
  - The exception is the Multicultural Requirement – students should use a Multicultural Designated course from the Communication, Humanities, or Social Sciences.
- No more than 3 physical education activity credits will apply towards the degree.
- At least 5 credits applied to the degree must be an approved multicultural course. Approved multicultural courses are identified on the Approved Distribution Course List and in the credit course descriptions.

<b>COURSE REQUIREMENTS</b>	90.0
<b>COMMUNICATION SKILLS</b>	5.0
ENGL& 101      English Composition I	5.0

<b>QUANTITATIVE SKILLS / SYMBOLIC REASONING</b>	10.0
MATH& 151      Calculus I	5.0
MATH& 152      Calculus II	5.0

<b>HUMANITIES &amp; SOCIAL SCIENCES</b>	15.0
<i>Most students use a Humanities or Social Sciences Distribution Course to fulfill the Multicultural degree requirement.</i>	
<i>Complete 5 credits from the Humanities section of the Approved Distribution Course List.</i>	5.0
Recommended Courses:	

<i>Complete 5 credits from the Social Science section of the Approved Distribution Course List.</i>	5.0
Recommended Courses:	

<i>Complete 5 additional credits from the Humanities OR Social Science sections of the Approved Distribution Course List.</i>	5.0
Recommended Courses:	

<b>CORE REQUIREMENTS</b>	48.0
CHEM& 161      General Chemistry w/Lab I	5.0
CHEM& 162      General Chemistry w/Lab II	5.0
MATH& 153      Calculus III	5.0
MATH 220      Linear Algebra	5.0
MATH 238      Elements of Differential Equations	5.0
MATH& 254      Calculus IV	5.0
PHYS& 221      Engineering Physics - Mechanics	6.0
PHYS& 222      Engineering Physics - Electricity and Magnetism	6.0
PHYS& 223      Engineering Physics - Waves, Optics, and Thermodynamics	6.0

<b>ELECTIVE COURSES</b>	12.0
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Complete 12 credits of college-level courses to reach a total of 90 credits.

- Elective courses should be selected based on major and transfer institution. See your advisor for suggestions.
- No more than 5 credits in this category may be from courses that are not listed under the Communication, Quantitative Skills/Symbolic Reasoning, Humanities, Social Sciences, or General Distribution Courses sections of the Approved Distribution Course List.

Recommended Courses:

CHEM& 163	General Chemistry w/Lab III	5.0
ASTR& 110	The Solar System	5.0
ASTR& 115	Stars, Galaxies and the Cosmos	5.0
<i>Students are recommended to complete 1 of the following elective courses:</i>		5.0
CS 142	Java Programming for Engineers and Scientists I	5.0
OR		
ENGR 240	Applied Numerical Methods	5.0

Total: 90.0

# Associate of Science in Bioengineering and Chemical Engineering

## Description

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TCC's Associate of Science in Bioengineering and Chemical Engineering Degree is a state recognized Major Related Program (MRP) designed to provide a pathway for students who plan to transfer to a Bachelor of Science degree in Bioengineering or Chemical Engineering. Students planning to transfer in Biomass Resource Science and Engineering should also follow this pathway. After completing the degree courses, the student must apply to graduate with the AS MRP degree.

Upon completion of this degree, students will be able to transfer to most four-year colleges and universities as juniors. Entry into many engineering programs is competitive. Completion of this degree does not guarantee admission into a specific engineering program. Courses in this pathway are relevant for multiple majors, so a course may apply to one particular major, but not another. Students should work with advisors at TCC and their university advisors to make sure that all entry requirements are met. Students should check with their transfer institution for admission requirements, including overall minimum GPA, a higher GPA in a selected subset of course, or a specific minimum grade in one or more courses such as math or English. Students are encouraged to enroll in math and science sequence courses at a single institution and, if possible, not break up sequenced courses between institutions.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Apply principles of engineering, basic science (including calculus-based physics and chemistry), mathematics (including calculus, linear algebra, and differential equations), and engineering fundamentals coursework; to prepare students for transfer to an ABET accredited bachelor's degree program, and eventually to work professionally in civil, mechanical, or aerospace fields.
2. Communicate through multiple modes to address a variety of professional contexts.
3. Express problems and solutions using both mathematical and non-mathematical languages.
4. Compare, analyze and evaluate information and ideas to solve problems.
5. Locate, evaluate, retrieve and ethically use relevant and current information of appropriate authority for academic or, as applicable, specific professional/ technical applications.
6. Evaluate sources of error and/or bias in data sets.
7. Apply engineering design processes to produce solutions that meet specified needs with consideration of equity, public health, safety, and welfare, as well as global, cultural, social, environmental, and economic factors
8. Function effectively on a diverse team whose members together provide leadership, create a collaborative and inclusive environment, establish goals, plan tasks, and meet objectives
9. Recognize ethical and professional responsibilities in engineering situations using relevant professional ethics codes, and make informed judgments, which must consider the impact of engineering solutions in global, cultural, social, environmental, and economic contexts

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- 98-99 quarter credit hours in courses numbered 100 or above.
- At least 25% of the 90 applicable credits must be earned at Tacoma Community College.
- A cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- Individual credits may be counted in only one required area.
  - The exception is the Multicultural Requirement – students should use a Multicultural Designated course from the Communication, Humanities, or Social Sciences.
- At least 5 credits applied to the degree must be an approved multicultural course. Approved multicultural courses are identified on the Approved Distribution Course List and in the credit course descriptions.

<b>COURSE REQUIREMENTS</b>		98.0-99.0
<b>BASIC REQUIREMENTS (15 credits)</b>		15.0
ENGL& 101	English Composition I	5.0
MATH& 151	Calculus I	5.0
MATH& 152	Calculus II	5.0
<b>HUMANITIES AND SOCIAL SCIENCES (15 credits)</b>		15.0
<i>Complete 5 credits from the Humanities section of the Approved Distribution Course List.</i>		5.0
Recommend:		
ART 105	Beginning Drawing	5.0
<i>Complete 5 credits from the Social Science section of the Approved Distribution Course List.</i>		5.0
Recommend		
ENGR& 104	Introduction to Engineering and Design	5.0
<i>Complete 5 credits from the Humanities or Social Sciences section of the Approved Distribution Course List.</i>		5.0
Recommend		
HIST& 128	World Civilization III <sup>M</sup>	5.0
<b>SPECIALIZATION COURSES (48 credits)</b>		48.0
CHEM& 161	General Chemistry w/Lab I	5.0
CHEM& 162	General Chemistry w/Lab II	5.0
CHEM& 163	General Chemistry w/Lab III	5.0
CHEM& 261	Organic Chemistry w/Lab I	5.0
MATH& 153	Calculus III	5.0
MATH 238	Elements of Differential Equations	5.0
PHYS& 221	Engineering Physics - Mechanics	6.0
PHYS& 222	Engineering Physics - Electricity and Magnetism	6.0
PHYS& 223	Engineering Physics - Waves, Optics, and Thermodynamics	6.0
<i>Select a minimum of four additional courses from the following list (minimum 20 - 21 credits):</i>		20.0-21.0
<i>Select a minimum of four of the following classes as appropriate for the intended major and bachelor's institution. One of the classes must be CHEM&amp; 262 or BIOL&amp; 222 (you may take both).</i>		

*ENGR& 104 may be taken either to meet a Social Science requirement OR to meet an Additional Specialization Course requirement, not both. ENGR& 114 may be taken either to meet a Humanities requirement OR to meet an Additional Specialization Course requirement, not both*

BIOL& 221	Introduction to Evolution, Ecology and Biodiversity	5.0
BIOL& 222	Introduction to Cellular and Molecular Biology	5.0
CHEM& 262	Organic Chemistry w/Lab II	5.0
CS 142	Java Programming for Engineers and Scientists I	5.0
ENGL& 235	Technical Writing	5.0
ENGR& 104	Introduction to Engineering and Design	5.0
ENGR 170	Introduction to Materials Science	5.0
ENGR& 204	Electrical Circuits	6.0
ENGR& 214	Statics	5.0
ENGR& 224	Engineering Thermodynamics	5.0
ENGR 240	Applied Numerical Methods	5.0
MATH 220	Linear Algebra	5.0
MATH& 254	Calculus IV	5.0

<sup>M</sup>Multicultural Course

Total: 98.0-99.0



# **Associate of Science in Civil and Mechanical Engineering**

## Description

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TCC's Associate of Science in Civil and Mechanical Engineering Degree is a state recognized Major Related Program (MRP) designed to provide a pathway for students who plan to transfer to a Bachelor of Science degree in Civil or Mechanical Engineering. Students planning to transfer in Environmental, Aeronautical or Industrial Engineering should also follow this pathway. After completing the degree courses, the student must apply to graduate with the AS MRP degree. Upon completion of this degree, students will be able to transfer to most four-year colleges and universities as juniors. Entry into many engineering programs is competitive. Completion of this degree does not guarantee admission into a specific engineering program. Courses in this pathway are relevant for multiple majors, so a course may apply to one particular major, but not another. Students should work with advisors at TCC and their university advisors to make sure that all entry requirements are met. Students should check with their transfer institution for admission requirements, including overall minimum GPA, a higher GPA in a selected subset of course, or a specific minimum grade in one or more courses such as math or English. Students are encouraged to enroll in math and science sequence courses at a single institution and, if possible, not break up sequenced courses between institutions.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Compare, analyze and evaluate information and ideas to solve problems.
2. Locate, evaluate, retrieve and ethically use relevant and current information of appropriate authority for academic or, as applicable, specific professional/ technical applications.
3. Apply engineering design processes to produce solutions that meet specified needs with consideration of equity, public health, safety, and welfare, as well as global, cultural, social, environmental, and economic factors
4. Express problems and solutions using both mathematical and non-mathematical languages.
5. The curriculum must require students to apply principles of engineering, basic science (including calculus-based physics and chemistry), mathematics (including calculus, linear algebra, and differential equations), and engineering fundamentals coursework; to prepare students for transfer to an ABET accredited bachelor's degree program, and eventually to work professionally in civil, mechanical, or aerospace fields.
6. Evaluate sources of error and/or bias in data sets.
7. Function effectively on a diverse team whose members together provide leadership, create a collaborative and inclusive environment, establish goals, plan tasks, and meet objectives
8. Recognize ethical and professional responsibilities in engineering situations using relevant professional ethics codes, and make informed judgments, which must consider the impact of engineering solutions in global, cultural, social, environmental, and economic contexts
9. Communicate through multiple modes to address a variety of professional contexts.



## Requirements

### DEGREE COMPLETION REQUIREMENTS

- 108-109 quarter credit hours listed in the degree. (Since many of these classes have prerequisites, the total number of credit hours required may be greater than 108-109. Students who are not ready for MATH& 151 and ENGL& 101, and those who have not taken high school chemistry will require additional classes.)
- At least 25% of the applicable credits must be earned at Tacoma Community College.
- A cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- At least one course applied to the degree must be selected from the list of approved multicultural courses in the Approved Distribution Course list and in the Credit Course Descriptions

<b>COURSE REQUIREMENTS</b>		108.0-109.0
<i>Basic Requirements (15 credits)</i>		15.0
ENGL& 101	English Composition I	5.0
MATH& 151	Calculus I	5.0
MATH& 152	Calculus II	5.0
<i>Humanities and Social Sciences (15 credits)</i>		15.0
<i>At least one course selected from Humanities or Social Sciences must be an approved multicultural course as identified on the approved distribution list</i>		
<i>Humanities course from approved distribution list</i>		5.0
Recommend:		
ENGR& 114	Engineering Graphics	5.0
<i>Social Science course from approved distribution list</i>		5.0
Recommend:		
ENGR& 104	Introduction to Engineering and Design	5.0
		5.0
Select an additional Humanities or Social Sciences approved multicultural course as identified on the approved distribution list		
<i>Specialization Courses (58 credits)</i>		58.0
CHEM& 161	General Chemistry w/Lab I	5.0
CHEM& 162	General Chemistry w/Lab II	5.0
ENGR& 214	Statics	5.0
ENGR& 215	Dynamics	5.0
ENGR& 225	Mechanics of Materials	5.0
MATH& 153	Calculus III	5.0
MATH 220	Linear Algebra	5.0
MATH 238	Elements of Differential Equations	5.0
PHYS& 221	Engineering Physics - Mechanics	6.0
PHYS& 222	Engineering Physics - Electricity and Magnetism	6.0
PHYS& 223	Engineering Physics - Waves, Optics, and Thermodynamics	6.0
<i>Select a minimum of four additional courses from the following list (minimum 20 -21 credits):</i>		20.0-21.0
BIOL& 221	Introduction to Evolution, Ecology and Biodiversity	5.0
CHEM& 163	General Chemistry w/Lab III	5.0

CS 142	Java Programming for Engineers and Scientists I	5.0
ENGR& 104	Introduction to Engineering and Design	5.0
ENGR& 114	Engineering Graphics	5.0
ENGR 170	Introduction to Materials Science	5.0
ENGR& 204	Electrical Circuits	6.0
ENGR& 224	Engineering Thermodynamics	5.0
ENGR 240	Applied Numerical Methods	5.0
ENGL& 235	Technical Writing	5.0
MATH& 254	Calculus IV	5.0

Total: 108.0-109.0

# Associate of Science in Computer and Electrical Engineering (MRP)

## Description

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TCC's Associate of Science in Computer and Electrical Engineering Degree is a state recognized Major Related Program (MRP) designed to provide a pathway for students who plan to transfer to a Bachelor of Science degree program in Computer Engineering or Electrical Engineering. After completing the degree courses, the student must apply to graduate with the AS MRP degree. This MRP degree is generally the best fit for Electrical Engineering majors. Computer Engineering majors may find that the Associate of Science Computer Engineering Specialization better fits their bachelor's degree requirements.

Upon completion of this degree, students will be able to transfer to most four-year colleges and universities as juniors. Entry into many engineering programs is competitive. Completion of this degree does not guarantee admission into a specific engineering program. Courses in this pathway are relevant for multiple majors, so a course may apply to one particular major, but not another. Students should work with advisors at TCC and their university advisors to make sure that all entry requirements are met. Students should check with their transfer institution for admission requirements, including overall minimum GPA, a higher GPA in a selected subset of course, or a specific minimum grade in one or more courses such as math or English. Admission deadlines for transfer institutions vary and students are required to meet the transfer admission deadline of their intended transfer institution. Students are encouraged to enroll in math and science sequence courses at a single institution and, if possible, not break up sequenced courses between institutions.

(MRP AS-T2 Transfer Degree)

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. The curriculum must require students to apply principles of engineering, basic science (including calculus-based physics and chemistry), mathematics (including calculus, linear algebra, and differential equations), and engineering fundamentals coursework; to prepare students for transfer to an ABET accredited bachelor's degree program, and eventually to work professionally in civil, mechanical, or aerospace fields.
2. Communicate through multiple modes to address a variety of professional contexts.
3. Express problems and solutions using both mathematical and non-mathematical languages.
4. Compare, analyze and evaluate information and ideas to solve problems.
5. Locate, evaluate, retrieve and ethically use relevant and current information of appropriate authority for academic or, as applicable, specific professional/ technical applications.
6. Evaluate sources of error and/or bias in data sets.
7. Apply engineering design processes to produce solutions that meet specified needs with consideration of equity, public health, safety, and welfare, as well as global, cultural, social, environmental, and economic factors
8. Function effectively on a diverse team whose members together provide leadership, create a collaborative and inclusive environment, establish goals, plan tasks, and meet objectives
9. Recognize ethical and professional responsibilities in engineering situations using relevant professional ethics codes, and make informed judgments, which must consider the impact of engineering solutions in global, cultural, social, environmental, and economic contexts

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- 104 quarter credit hours listed in the degree. (Since many of these classes have prerequisites, the total number of credit hours required may be greater than 104. Students who are not ready for MATH& 151 and ENGL& 101, and those who have not taken high school chemistry will require additional classes.)
- At least 25% of the applicable 90 credits must be earned at Tacoma Community College.
- A cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- Individual credits may be counted in only one required area.
  - The exception is for the Multicultural Requirement – students should use a Multicultural Designated course from the Communication, Humanities, or Social Sciences.
- No more than three physical education activity credits will apply toward the degree.
- At least five credits applied to the degree must be an approved multicultural course. Approved multicultural courses are identified on the Approved Distribution Course List and in the credit course descriptions.

<b>COURSE COMPLETION REQUIREMENTS</b>		104.0
<b>BASIC REQUIREMENTS (15 credits)</b>		15.0
ENGL& 101	English Composition I	5.0
MATH& 151	Calculus I	5.0
MATH& 152	Calculus II	5.0
<b>HUMANITIES AND SOCIAL SCIENCES (15 credits)</b>		15.0
<i>Select 5 credits of Humanities course from approved distribution list</i>		5.0
Recommend:		
ENGR& 114	Engineering Graphics	5.0
<i>Select 5 credits of a Social Science course from approved distribution list</i>		5.0
Recommend:		
ENGR& 104	Introduction to Engineering and Design	5.0
Select five additional Humanities or Social Science credits from the approved distribution list. (At least one course selected from Humanities or Social Sciences must be an approved multicultural course as identified on the approved distribution list.)		5.0
<b>REQUIRED SPECIALIZATION COURSES (49 credits)</b>		49.0
CHEM& 161	General Chemistry w/Lab I	5.0
CS 142	Java Programming for Engineers and Scientists I	5.0
ENGR& 204	Electrical Circuits	6.0
MATH& 153	Calculus III	5.0
MATH 220	Linear Algebra	5.0
MATH 238	Elements of Differential Equations	5.0
PHYS& 221	Engineering Physics - Mechanics	6.0
PHYS& 222	Engineering Physics - Electricity and Magnetism	6.0
PHYS& 223	Engineering Physics - Waves, Optics, and Thermodynamics	6.0
<b>ADDITIONAL SPECIALIZATION COURSES (Minimum 25 credits)</b>		25.0
Select a minimum of five additional courses to be chosen from the following electives list (minimum of 25 credits):		

BIOL& 221	Introduction to Evolution, Ecology and Biodiversity	5.0
CHEM& 162	General Chemistry w/Lab II	5.0
CS 143	Java Programming for Engineers and Scientists II	5.0
ENGL& 235	Technical Writing	5.0
ENGR& 104	Introduction to Engineering and Design	5.0
ENGR& 214	Statics	5.0
ENGR& 215	Dynamics	5.0
ENGR& 224	Engineering Thermodynamics	5.0
ENGR 240	Applied Numerical Methods	5.0
MATH& 254	Calculus IV	5.0

Total: 104.0



# Associate of Science in Materials Science and Manufacturing Engineering (MRP)

## Description

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TCC's Associate of Science in Materials Science and Manufacturing Engineering Degree is a state recognized Major Related Program (MRP) designed to provide a pathway for students who plan to transfer to a Bachelor of Science degree in Materials Science Engineering or Manufacturing Engineering. After completing the degree courses, the student must apply to graduate with the AS MRP degree. Upon completion of this degree, students will be able to transfer to most four-year colleges and universities as juniors. Entry into many engineering programs is competitive. Completion of this degree does not guarantee admission into a specific engineering program.

Courses in this pathway are relevant for multiple majors, so a course may apply to one particular major, but not another. Students should work with advisors at TCC and their university advisors to make sure that all entry requirements are met. Students should check with their transfer institution for admission requirements, including overall minimum GPA, a higher GPA in a selected subset of course, or a specific minimum grade in one or more courses such as math or English. Students are encouraged to enroll in math and science sequence courses at a single institution and, if possible, not break up sequenced courses between institutions.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. The curriculum must require students to apply principles of engineering, basic science (including calculus-based physics and chemistry), mathematics (including calculus, linear algebra, and differential equations), and engineering fundamentals coursework; to prepare students for transfer to an ABET accredited bachelor's degree program, and eventually to work professionally in civil, mechanical, or aerospace fields.
2. Communicate through multiple modes to address a variety of professional contexts.
3. Express problems and solutions using both mathematical and non-mathematical languages.
4. Compare, analyze and evaluate information and ideas to solve problems.
5. Locate, evaluate, retrieve and ethically use relevant and current information of appropriate authority for academic or, as applicable, specific professional/ technical applications.
6. Evaluate sources of error and/or bias in data sets.
7. Apply engineering design processes to produce solutions that meet specified needs with consideration of equity, public health, safety, and welfare, as well as global, cultural, social, environmental, and economic factors
8. Function effectively on a diverse team whose members together provide leadership, create a collaborative and inclusive environment, establish goals, plan tasks, and meet objectives
9. Recognize ethical and professional responsibilities in engineering situations using relevant professional ethics codes, and make informed judgments, which must consider the impact of engineering solutions in global, cultural, social, environmental, and economic contexts

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- 103 quarter credit hours listed in the degree. (Since many of these classes have prerequisites, the total number of credit hours required may be greater than 103. Students who are not ready for MATH& 151 and ENGL& 101, and those who have not taken high school chemistry will require additional classes.)
- At least 25% of the applicable credits must be earned at Tacoma Community College.
- A cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- At least five credits applied to the degree must be an approved multicultural course. Approved multicultural courses are identified on the Approved Distribution Course List and in the credit course descriptions.

<b>COURSE REQUIREMENTS</b>	103.0
<i>Basic Requirements (15 credits)</i>	15.0
ENGL& 101      English Composition I	5.0
MATH& 151      Calculus I	5.0
MATH& 152      Calculus II	5.0
<i>Humanities and Social Sciences (15 credits)</i>	15.0
<i>At least one course selected from Humanities or Social Sciences must be an approved multicultural course as identified on the approved distribution list</i>	
<i>Humanities course from approved distribution list</i>	5.0
Recommend:	
ENGR& 114      Engineering Graphics	5.0
<i>Social Science course from approved distribution list</i>	5.0
ENGR& 104      Introduction to Engineering and Design	5.0
Select an additional Humanities or Social Sciences approved multicultural course as identified on the approved distribution list	5.0
<i>Specialization Courses (48 credits)</i>	48.0
CHEM& 161      General Chemistry w/Lab I	5.0
ENGR 170      Introduction to Materials Science	5.0
ENGR& 214      Statics	5.0
ENGR& 225      Mechanics of Materials	5.0
MATH& 153      Calculus III	5.0
MATH 220      Linear Algebra	5.0
PHYS& 221      Engineering Physics - Mechanics	6.0
PHYS& 222      Engineering Physics - Electricity and Magnetism	6.0
PHYS& 223      Engineering Physics - Waves, Optics, and Thermodynamics	6.0
<i>Select a minimum of five additional courses from the following list (minimum 25 credits):</i>	25.0
BIOL& 221      Introduction to Evolution, Ecology and Biodiversity	5.0
CHEM& 162      General Chemistry w/Lab II	5.0
CHEM& 163      General Chemistry w/Lab III	5.0
CHEM& 261      Organic Chemistry w/Lab I	5.0
CS 142      Java Programming for Engineers and Scientists I	5.0
ENGL& 235      Technical Writing	5.0
ENGR& 104      Introduction to Engineering and Design	5.0

ENGR& 114	Engineering Graphics	5.0
ENGR& 215	Dynamics	5.0
ENGR& 224	Engineering Thermodynamics	5.0
ENGR 240	Applied Numerical Methods	5.0
MATH 238	Elements of Differential Equations	5.0
MATH& 254	Calculus IV	5.0

Total: 103.0

# Associate in General Studies

## Description

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TCC's Associate in General Studies degree is designed for students who want to earn associate degrees while allowing for maximum flexibility in course selection.

This degree is not considered a transfer degree nor is it included in Washington's Inter-College Transfer and Articulation Agreement. Four-year colleges and universities may accept some courses used to satisfy requirements of this degree as transfer credit. Courses applied to TCC's Associate in General Studies degree are usually individually evaluated by transfer institutions. Students who plan to transfer to four-year colleges and universities are strongly advised to pursue the Associate of Arts degree, which is a transfer degree.

**COURSES APPLICABLE TO AGS DEGREE:** Students pursuing Associate in General Studies degrees must select courses from the Approved Distribution Course List to meet Humanities, Math/Science and Social Sciences distribution requirements. Each credit can be counted in only one distribution area.

With the exception of English composition and physical education activity courses, any TCC course numbered 100 and above and not used to satisfy Humanities, Math/Science or Social Sciences distribution requirements are considered to be electives and may be used to satisfy the elective requirement portion of the 90 total quarter hour degree.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Core of Knowledge (COK) Demonstrate a basic knowledge of each of the distribution areas (Written Communication, Humanities, Quantitative Skills, Natural Sciences, and Social Sciences) or, as applicable, specific professional/technical content, and program-level content and apply this knowledge to academic endeavors.
2. Communication (COM) Listen, speak, read, and write effectively and use nonverbal and technological means to make connections between self and others.
3. Critical Thinking & Problem Solving (CRT) Compare, analyze, and evaluate information and ideas to solve problems
4. Information & Information Technology (IIT) Locate, evaluate, retrieve, and ethically use relevant and current information of appropriate authority for academic or, as applicable, specific professional/technical applications.
5. Intercultural Collaboration & Diversity (ICD) Demonstrate successful application of an interdependent, diverse, and multicultural worldview through collaborative engagement.
6. Responsibility & Ethics (RES) Demonstrate an understanding of what constitutes responsible and ethical behavior toward individuals, the community, and the environment.

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable 90 credits must be earned at Tacoma Community College.
- A cumulative grade point average of 2.00 in the coursework that is applied to the degree.
- Individual credits may be counted in only one required area.
- No more than three physical education activity credits will apply toward the degree.

### COURSE COMPLETION REQUIREMENTS 90.0

*Credits may be applied to only one distribution area. See the Approved Distribution Course List*

#### COMMUNICATION (10 credits) 10.0

ENGL& 101 English Composition I 5.0

*Select and additional 5 credits from the following:* 5.0

ENGL& 102 Composition II: Argument and Persuasion 5.0

ENGL 103 Composition III: Writing about Literature 5.0

CMST& 101 Introduction to Communication 5.0

CMST 110 Multicultural Communication<sup>M</sup> 5.0

CMST& 220 Public Speaking 5.0

#### MATH/SCIENCE(10 credits) 10.0

*Select five credits from two of the following:*

Natural Science (Astronomy, Biology, Botany, Environmental Science, Nutrition, Science)

Physical Science (Chemistry, Geography, Geology, Oceanography, Physics, Physical Science)

Mathematics (100 or above)

ANTH& 205 Biological Anthropology 5.0

ANTH& 245 Primatology 5.0

PHIL& 106 Introduction to Logic 5.0

GEOG 205 Physical Geography 5.0

#### HUMANITIES (10 Credits) 10.0

- Courses must be selected from at least two disciplines
- No more than 5 credits in world language at the 100 level
- No more than 5 credits in performance/skills courses may be used to satisfy this requirement

Select 10 credits from the following: Performing and Fine Arts (Music, Art); Literary Arts (Literature, World Language, Humanities, Philosophy)

#### SOCIAL SCIENCES (10 credits) 10.0

Courses must be selected from at least two disciplines.

Select 10 credits from of the following: Social Sciences (Economics, Geography, Political Science); Behavioral Science (Anthropology, Psychology, Sociology); History

#### PHYSICAL EDUCATION (3 Credits) 3.0

Select any three activity credits

#### ELECTIVES (47 Credits) 47.0

With the exception of English composition and physical education activity courses, any TCC course numbered 100 and above not used to satisfy Humanities, Math/Science or Social Sciences distribution requirements are considered to be electives and may be used to satisfy the elective requirement portion of the 90 total quarter hour degree

<sup>M</sup>Multicultural Course

Total: 90.0

# Associate in Arts, DTA (Option B)

## Description

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This TCC degree option is awarded in fields of study for which the transfer requirements of a four-year college or university differ significantly from TCC's Associate of Arts (DTA) requirements and no major related degree exists.

Option B degrees are designed to transfer only to specific programs within specific four-year colleges or universities. Students who are uncertain where they will transfer or which program/major they will pursue should consult with their advisors. Such students may be better served by pursuing Associate of Arts (DTA) degrees or other major-related transfer degrees.

Students who know to which programs and institutions they plan to transfer and are interested in Option B degrees, should consult with advisors at their intended transfer institutions regarding program requirements. They should also be assigned to a designated TCC Option B faculty advisor for their specific major-related areas, preferably by the end of their first TCC year.

Two quarters before TCC graduation, Option B students should complete the Option B application form, available from the Enrollment Services credentials evaluator, Bldg. 7. The Option B application must be signed by the student's Option B advisor and include copies of the requirements or recommendations published by the four-year institutions or written recommendations by an undergraduate departmental advisor of the four-year institutions. Student's Option B advisor can assist with these forms.

While Option B advisors provide assistance, students pursuing Option B degrees are responsible for securing adequate assurances from their four-year institutions that their Option B programs will be accepted by the transfer institution.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. .

# Associate in Nursing (DTA/MRP) RN Option

## Description

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Tacoma Community College's Associate in Nursing program prepares the student for a career as a Registered Nurse. The programs structure is progressive. Upon satisfactory completion of the curriculum, the student is awarded an Associate in Nursing — Direct Transfer Agreement/Major Related Program (DTA/MRP) degree and is eligible to take the National Council Licensure Examination (NCLEX) for Registered Nursing.

This pathway prepares a student for licensure as a registered nurse, as well as for entry into a Bachelor of Science in Nursing completion degree. The DTA/MRP is designed to transfer to most Bachelor of Nursing programs at four-year colleges and universities in Washington State. The degree provides credit for all courses completed within the DTA/MRP (up to 90 credits) and recognizes 45 credits for successfully passing the NCLEXRN.

TCC's Nursing program is approved by the Washington State Nursing Care Quality Assurance Commission and is accredited by the Accrediting Commission for Education in Nursing (ACEN).

### Nursing, Associates Degree: RN Option

The nursing courses in the full-time generic program are taught in a six-quarter sequence over a two-year period. Visit [www.tacomacc.edu/areasofstudy/careertraining/nursing/](http://www.tacomacc.edu/areasofstudy/careertraining/nursing/) for admission dates and quarter sequence.

### MISSION

To produce innovative Associate Degree nurses who provide safe quality care to diverse populations, invest in continued professional learning to maintain excellence, and inspire others in the profession of nursing. The nursing program will accomplish this through evidence-based nursing education in an environment that promotes caring, diversity, ethics, excellence, holism, integrity, and patient-centered care

## Career Opportunities

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TCC's Associate Degree in Nursing program prepares the graduate for employment as an entry level Registered Nurse.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Provide patient-centered care for diverse groups in the community across the lifespan in a manner that is holistic, caring, and demonstrates advocacy
2. Demonstrate professionalism in the following ways: a. Demonstrate skill in organization, prioritization, collaboration, delegation, and supervision. b. Function ethically and legally within the standards and competencies of local, state, and national regulatory agencies and professional organizations. c. Demonstrate commitment to lifelong learning. d. Demonstrate humility by participation in evaluation, self care, and self reflection. e. Utilize quality improvement processes including responsible use of resources
3. Demonstrate competency in core nursing principles by being able to: a. Be prepared to pass NCLEX and be employable as an entry level generalist RN. b. Apply strong critical thinking and clinical judgment skills using evidence -based practice to make clinical decisions. c. Efficiently use nursing process for care delivery. d. Demonstrate basic competency in nursing skills. e. Apply safety principles and national safety standards. f. Effectively use healthcare related information and technology
4. Communicate effectively with individuals and groups in a respectful, professional manner, using both verbal and written formats



## Requirements

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### DEGREE COMPLETION REQUIREMENTS

- A minimum of 135 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable 90 credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.

### APPLICATION REQUIREMENTS

63.0

*Students must take a number of general study courses and achieve other non-academic criteria before application can be made to the nursing program. These are designed to provide students with a strong foundation in science and humanities to prepare them for the rigor of the coursework upon admission. Considering the academic and non-academic requirements for admission, and all required courses in their program of study, students typically need at least three years to complete the DTA/MRP degree. For further clarification, please visit the Nursing program web pages at [tacomacc.edu/areasofstudy/careertraining/nursing/](http://tacomacc.edu/areasofstudy/careertraining/nursing/).*

Admission to the Nursing program is competitive. There are usually more applicants than available positions. Students who complete prerequisite courses and meet other application requirements are not guaranteed entrance into the program.

### NON-ACADEMIC PROGRAM ENTRY REQUIREMENTS

Exam results for the ATI Test of Essential Academic Skills (TEAS) – Applicants to the nursing program must receive at least a minimum overall score of 70%, and a minimum score in each of the categories as follows:

- Reading 75%
- Math 72%
- Science 63%
- English 70%

Students are allowed two attempts each year. TEAS assessment scores must be submitted as part of the application and results can be no more than four years old at the application deadline.

- Washington State Nursing Assistant Certification (NAC), or if pursuing the LPN to RN degree option, a Washington State Practical Nursing License (LPN)
- Dependable transportation
- Dependable childcare (if applicable)
- Background screening is required by clinical facilities which includes, but not limited to, National Criminal Background check, Washington State Patrol Background Check (WATCH), Office of Inspector General (OIG) background screen, General Services Administration (GSA) background screen and the Department of Social and Human Services (DSHS) background check.
- CPR card. Only the American Heart Association Basic Life Support (BLS) provider card will be accepted. Online courses are not acceptable. Name must appear on the card.
- Health insurance proof of coverage with coverage period. If the name on the card does not match the student, proof of coverage is required.
- Vehicle insurance. Proof of coverage with coverage period. If the student does not own a vehicle or owns a vehicle but does not drive, they will need to submit a written statement signed and dated by the student.
- Proof of immunizations:
  - Hepatitis B
  - Influenza

- MMR
- PPD
- Tdap
- Varicella
- COVID 19
- Drug testing will be required at various clinical facilities prior to approval for clinical assignment. Students who enter the TCC program should be aware that at any time they may be expected to undergo drug testing to meet clinical requirements.

#### **PREREQUISITE FACTORED COURSEWORK FOR APPLICATION (30 credits) 30.0**

The courses listed below are required for application into the nursing program. Grades from these courses are factored in our application review process. All factored pre-requisites must be successfully completed with a grade of B or higher, within two attempts. Attempts include all course withdrawals, as well as grades below 3.0, and include courses taken at all colleges attended in the last five years.

BIOL& 241	Human Anatomy and Physiology 1	5.0
BIOL& 242	Human Anatomy and Physiology 2	5.0
BIOL& 260	General Microbiology	5.0
CHEM& 121	Introduction to Inorganic Chemistry*	5.0
ENGL& 101	English Composition I	5.0
PSYC& 200	Lifespan Psychology	5.0

#### **PREREQUISITE NON-FACTORED COURSEWORK FOR APPLICATION (33 CREDITS) 33.0**

The courses listed below are also required for application into the nursing program. Grades from these courses are not factored in the application review process. All non-factored prerequisites must be successfully completed with a grade of "C" or higher to meet degree requirements.

<i>One of the following English Courses:</i>		5.0
ENGL& 102	Composition II: Argument and Persuasion	5.0
ENGL 103	Composition III: Writing about Literature	5.0
ENGL& 235	Technical Writing	5.0
BIOL& 160	General Cell Biology**	5.0
CMST& 210	Interpersonal Communication	5.0
MATH& 146	Introduction to Statistics	5.0
NUTR 250	Nutrition in Healthcare I	3.0
Will take NUTR&101 Introduction to Nutrition		
PSYC& 100	General Psychology	5.0
5 credits of Humanities from the Approved Distribution List		5.0

Students are encouraged to apply to the Nursing program as soon as their prerequisites are completed. Coursework completed at other colleges must be evaluated by TCC's Credential Evaluator. The applicant must apply for admission to TCC prior to submitting official transcripts for review. Please send transcripts to Enrollment Services in Bldg. 7 and complete the "Request to Evaluate Official Transcripts from Other Institutions" form. Do not send transcripts directly to the nursing program

#### **DEGREE COURSE REQUIREMENTS 72.0**

<b>LEVEL 1</b>		12.0
NURS 101	Health & Illness Level 1	2.0
NURS 115	Skills and Assessment Lab I	2.0
NURS 153	Pharmacology I	1.0

NURS 181	Professional Concepts I	1.0
NURS 191	Clinical I	3.0
SOCSC 204	Psychosocial Issues in Healthcare 1	3.0
<b>LEVEL 2</b>		<b>12.0</b>
NURS 102	Health & Illness Level 2	5.0
NURS 116	Skills and Assessment Lab II	3.0
NURS 154	Pharmacology II	1.0
NURS 192	Clinical II	3.0
<b>LEVEL 3</b>		<b>12.0</b>
NURS 103	Health & Illness Level 3	3.0
NURS 124	Clinical Simulation III	2.0
NURS 155	Pharmacology III	1.0
NURS 193	Clinical III	3.0
PHIL 201	Ethics and Policy in Health Care I	3.0
<b>LEVEL 4</b>		<b>12.0</b>
NURS 201	Health & Illness Level 4	4.0
NURS 226	Clinical Simulation IV	2.0
NURS 256	Pharmacology IV	1.0
NURS 294	Clinical IV	3.0
PHIL 202	Ethics and Policy in Health Care II	2.0
<b>LEVEL 5</b>		<b>12.0</b>
NURS 202	Health & Illness Level 5	4.0
NURS 227	Clinical Simulation V	2.0
NURS 257	Pharmacology V	1.0
NURS 295	Clinical V	3.0
SOCSC 205	Psychosocial Issues in Healthcare 2	2.0
<b>LEVEL 6</b>		<b>12.0</b>
NURS 228	Clinical Simulation VI	1.0
NURS 234	Transition to Practice: Seminar	1.0
NURS 244	Preparation for the Natl Council Licensing Exam	1.0
NURS 286	Professional Concepts VI	1.0
NURS 296	Transition to Practice: Clinical	6.0
NUTR 251	Applied Nutrition for Nursing	2.0

## Transfer

Students completing the Associates in Nursing DTA/MRP and successfully passing the National Council Licensure Examination for Registered Nurses (NCLEX-RN), who have also met any specific GPA requirements and background checks, will be regarded as having met the minimum preparation for consideration for admission to the RN to BSN program unless an exception is specifically noted by the agreement. Baccalaureate institutions will apply a minimum of 90-quarter credits required under this agreement to the credits required in the bachelor's degree, plus 45 credits for successfully passing the NCLEX-RN, for a total of 135 credits. Students intending to transfer should check in early with their potential transfer institution regarding:

- Any requirements for overall minimum college-level GPA, a higher GPA requirement for a subset of courses or a specific minimum grade in one or more courses.
- Specific courses which should be taken when options are listed.
- Additional "university-specific" requirements for admission that are not prerequisites identified in the DTA. Courses

may be individualized based on baccalaureate college. • Application deadlines for transfer admission. These vary from institution to institution. It is important to note that the degree prepares students for upper division coursework, but does not guarantee students admission to the major.

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\*\*Chem& 121 is recommended, but will allow Chem&161 if you have already taken it. (2 attempt rule as stated above still applies)

\*\*NOTE: If you are a Tacoma Community College student and have taken a higher level Biology class, you can contact Ken Cushman to arrange taking a challenge exam for BIOL&160 credit.

Total: 135.0

# Associate of Applied Science in Accounting

## Description

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TCC's Accounting program prepares students for employment in a wide variety of business accounting environments. The program structure is progressive, leading to four levels of achievement associated with increasing levels of job responsibility. The certificates can be taken as stand alone options or applied to the Associates in Applied Sciences degree. TCC also offers specialized accounting certificates in Computerized Accounting and Tax Preparation. This program is not intended for transfer to most four year colleges and universities. Students who plan to transfer should meet with the program chair prior to program enrollment. For more information please visit the Accounting Advising Tool at [www.tacomacc.edu](http://www.tacomacc.edu), areas of study, career training, accounting.

To complete the Accounting Associate of Applied Science degree program students must first complete the Bookkeeping Systems Certificate.

## Career Opportunities

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Prepares students for entry-level accounting positions that work with integrated accounting systems.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Simulate an accounting department (group process) to prepare accounting documents using automated software to record business transactions for an entity or tax agency, and integrate current regulations
2. Demonstrate analysis of existing documentation to verify the accuracy of information for an entity and perform necessary reconciliations
3. Generate accurate financial statements for a company and communicate a company's financial position

## Requirements

### Degree Completion Requirements

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable 90 credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.

To complete the Accounting Associate of Applied Science degree program students must first complete the Bookkeeping Systems Certificate.

#### *Accounting Office Associate Certificate Requirements* 15.0

ACCT 101	Practical Accounting I	5.0
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CU 105	Word I & Excel I	5.0
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<i>Choose One</i>		5.0
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BUS 164	Leadership and Human Relations	5.0
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OR

PSYC& 100	General Psychology	5.0
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If you are planning to complete a transfer degree, recommend taking PSYC& 100 and talking to your advisor

#### *Assistant Bookkeeping Clerk Certificate Requirements* 15.0

Complete the Accounting Office Associate Certificate in addition to these requirements

ACCT& 201	Principles of Accounting I	5.0
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ENGL& 101	English Composition I	5.0
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<i>Choose One</i>		5.0
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BUS 110	Business Math	5.0
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OR

MATH 147	College Algebra for Business and Economics	5.0
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If planning to transfer to a bachelor's program consider taking Math 147

#### *Bookkeeping Systems Certificate Requirements* 15.0

Complete the Assistant Bookkeeping Clerk Certificate in addition to these requirements

ACCT 145	Payroll And Business Taxes	5.0
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BUS 280	Career Readiness Skills	2.0
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CMST& 101	Introduction to Communication	5.0
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CU 203	Excel II	3.0
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#### *Additional Requirements to complete the Associate in Applied Science in Accounting* 45.0

##### *Core Requirements* 30.0

ACCT 165	Accounting with Sage	5.0
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ACCT 175	Accounting with QuickBooks	5.0
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ACCT& 202	Principles of Accounting II	5.0
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ACCT 250	Federal Income Tax	5.0
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ACCT 290	Work Internship	5.0
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BUS& 201	Business Law	5.0
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##### *Electives* 15.0

Choose 15 credits from the following:

HIT 130	Medical Terminology I	3.0
HIT 195	Health Law	3.0
IT 246	Database Implementation	5.0
IT 274	Network Security Fundamentals	5.0
MO 101	Healthcare Delivery and Alternate Care	5.0
MO 110	Medical Office Procedures	5.0

Or any course with the following prefixes:

ACCT, BUS, CU, ECON, ENGL, HD, LOG, MATH

Total: 90.0

# **Associate of Applied Science in Allied Health - Transfer Degree**



## Description

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The Allied Health AAS-T degree prepares students for various healthcare related training programs with strong knowledge and skills in college-level academics such as math, English, natural sciences, humanities, and social science. Students will be prepared to apply for admission to selective admissions allied health and nursing associate degree programs or applied baccalaureate programs. This degree is designed to provide formal educational opportunity to students with professional certificates in allied health areas or to provide skills to students who have general education credits but no professional training.

## Career Opportunities

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The Associate of Applied Science in Allied Health – Transfer degree provides a foundation in health science for individuals who anticipate a career in healthcare. The degree will provide pathways to entry level employment in healthcare as students will choose one of five allied health certificate programs during completion of the degree (Medical Scribe, Medical Billing Specialist, Emergency Medical Technician, Chemical Dependency Professional, and Human Services Case Aid) OR 10 credits from a health related Applied Science field. The degree will also prepare students for entry into a variety of allied health programs, to include Tacoma Community Colleges competitive associate degree allied health programs, to include Diagnostic Medical Sonography, Emergency Medical and Health Services, Health Information Technology, Radiologic Science, and Respiratory Care. Completion of the Allied Health AAS-T will also prepare students for entry into a variety of baccalaureate programs, to include TCC's BAS in Health Information Management and the BAS in Community Health Professional. For those students who do not gain access into their intended selective entry allied health program, the Allied Health AAS-T will provide an alternative option for associate degree completion as well as pathway to continuance into a baccalaureate degree.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Identify the health professional's role in the delivery of healthcare.
2. Function effectively as a member of a health care team.
3. Communicate effectively in both oral and written formats.
4. Think critically to adapt to immediate situational changes as well as the overall changing healthcare system.
5. Demonstrate professionalism by displaying responsibility, accountability, and ethical behavior.
6. Demonstrate sensitivity through adaptability and flexibility in working with a diverse group of people.

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable 90 credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.

#### ALLIED HEALTH CERTIFICATE OR APPLIED SCIENCE CREDITS 10.0-69.0

Complete one college credit-bearing professional certificate in an Allied Health related discipline  
OR 10 credits from an Applied Science field:

#### Allied Health Certificate (10-69 credits) 10.0-69.0

Examples of approved professional/technical certificates:

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>• Certified Nursing Assistant (NAC)</li> <li>• Chemical Dependency Professional</li> <li>• Emergency Medical Technician (EMT)</li> <li>• Human Services Case Aide</li> </ul> | <ul style="list-style-type: none"> <li>• Medical Billing Specialist</li> <li>• Medical Scribe</li> <li>• Paramedic</li> </ul> |
|---|---|

Recommend one of the following certificates:

#### Certified Nursing Assistant (NAC)

HT 110	Fundamentals of Patient Care	3.0
HT 120	Patient Care Clinical	3.0
HT 198	Introduction to Health Careers	4.0

#### Emergency Medical Technician (EMT)

EMC 110	Emergency Medical Technician Basic	10.0
EMC 111	Emergency Medical Technician Lab	2.0

OR

10 credits of Allied Health related Applied Science courses. Should come from courses  
prefixed: AH, CHP, CHPM, CHRC, DMS, EMC, HIT, HIM, HT, NURS, RS, RT. 10.0

#### DISTRIBUTION REQUIREMENTS 35.0

#### Communication (10 credits) 10.0

ENGL& 101	English Composition I	5.0
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Select an additional 5 credits from the Communication Skills section of the Approved  
Distribution Course List. 5.0

Recommend to choose from:

CMST& 101	Introduction to Communication	5.0
CMST& 210	Interpersonal Communication	5.0
CMST 110	Multicultural Communication	5.0
CMST& 220	Public Speaking	5.0
ENGL& 102	Composition II: Argument and Persuasion	5.0
ENGL 103	Composition III: Writing about Literature	5.0
ENGL& 235	Technical Writing	5.0

<i>Quantitative Skills / Symbolic Reasoning (5 credits)</i>		5.0
<i>Select 5 credits from the Quantitative Skills/Symbolic Reasoning section of the Approved Distribution Course List.</i>		5.0
Recommend to choose from:		
MATH& 107	Math in Society	5.0
MATH& 141	Precalculus I	5.0
MATH& 146	Introduction to Statistics	5.0
<i>Humanities (5 credits)</i>		5.0
<i>Select 5 credits from the Humanities section of the Approved Distribution Course List.</i>		5.0
Recommend to choose from:		
CMST& 101	Introduction to Communication	5.0
CMST 110	Multicultural Communication	5.0
CMST& 210	Interpersonal Communication	5.0
CMST& 220	Public Speaking	5.0
PHIL& 101	Introduction to Philosophy	5.0
<i>Social Science (5 credits)</i>		5.0
<i>Select 5 credits from the Social Science section of the Approved Distribution Course List.</i>		5.0
Recommend to choose from:		
ANTH& 205	Biological Anthropology	5.0
ANTH& 206	Cultural Anthropology	5.0
ANTH& 237	Human Osteology	5.0
PSYC& 100	General Psychology	5.0
PSYC& 180	Human Sexuality	5.0
PSYC& 200	Lifespan Psychology	5.0
PSYC& 220	Abnormal Psychology	5.0
SOC& 101	Introduction to Sociology	5.0
<i>Natural Science (10 credits)</i>		10.0
<ul style="list-style-type: none"> <li>• <i>Must include 5 credits of a lab science.</i></li> <li>• <i>Must include 5 credits of Human Anatomy and Physiology.</i></li> </ul>		
<i>Select 1 of the following Human Anatomy &amp; Physiology courses:</i>		5.0
BIOL& 175	Human Biology w/Lab	5.0
BIOL& 241	Human Anatomy and Physiology 1	5.0
BIOL& 242	Human Anatomy and Physiology 2	5.0
<i>Select 5 additional credits from the Natural Science section of the Approved Distribution Course List.</i>		5.0
Recommend to choose from:		
BIOL& 160	General Cell Biology	5.0
BIOL& 260	General Microbiology	5.0
CHEM& 110	Chemical Concepts w/lab	5.0
CHEM& 121	Introduction to Inorganic Chemistry	5.0
CHEM& 131	Introduction to Organic/Biochemistry	5.0

NUTR& 101	Human Nutrition	5.0
PHYS& 114	General Physics I	6.0
PHYS& 115	General Physics II	6.0
PHYS& 116	General Physics III	6.0

<b>NON-DISTRIBUTION CORE REQUIREMENTS (8-10 credits)</b>		<b>8.0-10.0</b>
<i>Computer User / Technology (5 credits)</i>		<b>5.0</b>
<i>Select 5 credits from the following Computer User courses:</i>		<b>5.0</b>
CU 102	Word I	2.0
CU 103	Excel I	3.0
CU 104	PowerPoint	1.0
CU 105	Word I & Excel I	5.0
CU 108	Outlook	2.0
CU 110	Access I	2.0
CU 202	Word II	3.0
CU 203	Excel II	3.0
CU 210	Access II	3.0

<i>Medical Terminology (3-5 credits)</i>		<b>3.0-5.0</b>
<i>Complete one of the following Medical Terminology courses:</i>		<b>3.0-5.0</b>
HIT 130	Medical Terminology I	3.0
HIT 105	Comprehensive Medical Terminology	5.0

<b>ELECTIVES</b>	<b>37.0-0.0</b>
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*Any college-level course as defined by TCC. Select courses appropriate for intended major and intended baccalaureate institution to equal 90 total credits.*

Recommend:

COL 101	College 101	5.0
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**Total: 90.0-114.0**

# Associate of Applied Science in Business with Entrepreneurship Concentration

## Description

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The Business program AAS degree provides a training option in two focused areas: Global Logistics and Entrepreneurship. The program provides essential skills in customer service, marketing, and managing employees. Students will learn how to improve interpersonal communication, become a leader and motivator for employees and peers, solve problems creatively, and make effective decisions. This training may be used to develop knowledge and skills that will help students be competitive for a new job, or for job retention and advancement in a current position.

TCC's Business program leads to an Associate in Applied Sciences degree. The program's structure is progressive, leading to four certificates for increasing levels of job responsibility. Three specialized certificates are also available.

Upon completion of this AAS degree program, students may continue their education and work towards a Bachelor of Applied Science (BAS) degree in Applied Management at Tacoma Community College or another business-related field at a number of Washington State Community and Technical colleges. Students intending to transfer to a four-year university to pursue a bachelor's degree may be required to take additional courses depending on the requirements of the particular program or degree. Students who plan to transfer should meet with the program chair to plan their course selection and sequence.

## Career Opportunities

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TCC's Business program prepares students for employment in a wide variety of business environments and leads to an Associate in Applied Science degree. The program's structure is progressive, leading to four levels of achievement related to increasing levels of job responsibility.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Be able to identify, select, communicate, and implement sound and appropriate business management or logistic concepts, strategies, and best practices in the pursuit of effective and efficient business operations
2. Demonstrate an ability to critically evaluate, problem solve, make and communicate effective decisions about business or logistic situations
3. Display effective interpersonal communication; leadership; motivation; and team dynamics skills in their interactions with others
4. Communicate effectively about business management or logistic issues, including the demonstration of competence with a wide variety of electronic tools to research, analyze, manage, and present information orally and in writing
5. Consistently apply, role model, and communicate high standards of ethical judgment and behavior in the conduct of personal and business affairs

## Requirements

### DEGREE COMPLETION REQUIREMENT

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.

*Completion of this Associate of Applied Science degree includes the following certificates:* 53.0

*Customer Service Certificate* 12.0

BUS 102 Customer Service 2.0

BUS 164 Leadership and Human Relations 5.0

CU 105 Word I & Excel I 5.0

*Marketing Certificate* 23.0

*Includes all the courses in the Customer Service Certificate in addition to the following:*

BUS& 101 Introduction to Business 5.0

BUS 110 Business Math 5.0

BUS 140 Marketing and Business Development 5.0

BUS 257 Social Media for Business 3.0

ENGL& 101 English Composition I 5.0

*For bachelor-bound students, may substitute these in lieu of BUS 110*

MATH 147 College Algebra for Business and Economics 5.0

MATH& 146 Introduction to Statistics 5.0

*Management Certificate* 18.0

*Includes all the courses in the Marketing Certificate in addition to the following:*

BUS 163 Management Principles and Organizational Systems 5.0

BUS 165 Human Resource Management 3.0

BUS 232 Introduction to Project Management 5.0

*Choose one Communication Course* 5.0

CMST& 101 Introduction to Communication 5.0

OR

CMST 110 Multicultural Communication 5.0

*Additional Core Requirements* 20.0

ACCT 101 Practical Accounting I 5.0

BUS& 201 Business Law 5.0

BUS 150 Global Business 5.0

BUS 280 Career Readiness Skills 2.0

LOG 112 Importing & Exporting 3.0

May substitute ACCT& 201 for ACCT 101 if transfer-level accounting is needed

*Concentration Courses* 20.0

BUS 160 Small Business Entrepreneurship 5.0

BUS 260 Small Business Operations 5.0

BUS 295 Entrepreneurial & Innovative Mindset 5.0

BUS 290 Work Internship 5.0

May substitute 5 elective credits from ACCT, BUS, LOG, or IT for BUS 290

Total: 93.0

# Associate of Applied Science in Business with Global Logistics Concentration

## Description

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The Business program AAS degree provides a training option in two focused areas: Global Logistics and Entrepreneurship. The program provides essential skills in customer service, marketing, and managing employees. Students will learn how to improve interpersonal communication, become a leader and motivator for employees and peers, solve problems creatively, and make effective decisions. This training may be used to develop knowledge and skills that will help students be competitive for a new job, or for job retention and advancement in a current position.

TCC's Business program leads to an Associate in Applied Sciences degree. The program's structure is progressive, leading to four certificates for increasing levels of job responsibility. Three specialized certificates are also available.

Upon completion of this AAS degree program, students may continue their education and work towards a Bachelor of Applied Science (BAS) degree in Applied Management at Tacoma Community College or another business-related field at a number of Washington State Community and Technical colleges. Students intending to transfer to a four-year university to pursue a bachelor's degree may be required to take additional courses depending on the requirements of the particular program or degree. Students who plan to transfer should meet with the program chair to plan their course selection and sequence.

## Career Opportunities

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TCC's Business program prepares students for employment in a wide variety of business environments and leads to an Associate in Applied Science degree. The program's structure is progressive, leading to four levels of achievement related to increasing levels of job responsibility.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Be able to identify, select, communicate, and implement sound and appropriate business management or logistic concepts, strategies, and best practices in the pursuit of effective and efficient business operations
2. Demonstrate an ability to critically evaluate, problem solve, make and communicate effective decisions about business or logistic situations
3. Display effective interpersonal communication; leadership; motivation; and team dynamics skills in their interactions with others
4. Communicate effectively about business management or logistic issues, including the demonstration of competence with a wide variety of electronic tools to research, analyze, manage, and present information orally and in writing
5. Consistently apply, role model, and communicate high standards of ethical judgment and behavior in the conduct of personal and business affairs



## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.

*Completion of this Associate of Applied Science degree includes the following certificates:* 53.0

*Customer Service Certificate* 12.0

BUS 102 Customer Service 2.0

BUS 164 Leadership and Human Relations 5.0

CU 105 Word I & Excel I 5.0

*Marketing Certificate* 23.0

*Includes all the courses in the Customer Service Certificate in addition to the following:*

BUS& 101 Introduction to Business 5.0

BUS 110 Business Math 5.0

BUS 140 Marketing and Business Development 5.0

BUS 257 Social Media for Business 3.0

ENGL& 101 English Composition I 5.0

*For bachelor-bound students, may substitute these in lieu of BUS 110*

MATH 147 College Algebra for Business and Economics 5.0

MATH& 146 Introduction to Statistics 5.0

*Management Certificate* 18.0

*Includes all the courses in the Marketing Certificate in addition to the following:*

BUS 163 Management Principles and Organizational Systems 5.0

BUS 165 Human Resource Management 3.0

BUS 232 Introduction to Project Management 5.0

*Choose one Communication Course* 5.0

CMST& 101 Introduction to Communication 5.0

OR

CMST 110 Multicultural Communication 5.0

*Additional Core Requirements* 20.0

ACCT 101 Practical Accounting I 5.0

BUS& 201 Business Law 5.0

BUS 150 Global Business 5.0

BUS 280 Career Readiness Skills 2.0

LOG 112 Importing & Exporting 3.0

May substitute ACCT& 201 for ACCT 101 if transfer-level accounting is needed

*Concentration Courses* 21.0

LOG 102 Transportation & Distribution 5.0

LOG 104 Applied Warehousing and Inventory Management 5.0

LOG 110 International Logistics 3.0

LOG 115 Logistics Security and Risk Management 3.0

BUS 290	Work Internship	5.0
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Total: 94.0

# Associate of Applied Science in Diagnostic Medical Sonography

## Description

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TCC's Diagnostic Medical Sonography program prepares students for employment as a Sonographer working in ultrasound imaging. It is a full-time, 21-calendar-month program leading to an Associate in Applied Sciences (AAS) degree. Students complete classroom and laboratory work at TCC and clinical education in an affiliated ultrasound department. Positions are often available in hospital ultrasound departments, clinics and private physicians' offices.

Students acquire skills in reviewing and recording pertinent clinical patient history, performing the sonographic examinations, providing patient comfort and needs during the examination, and recording anatomic, pathologic, and physiologic data for interpretation by supervising physicians. Traits needed by individuals who enter this program include attention to detail, efficiency, excellent hand/eye coordination, and compassion.

The program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) on recommendation by the Joint Review Committee on Education in Diagnostic Medical Sonography (JRC-DMS). The program at Tacoma Community College is accredited in the general concentration.

- CAAHEP 9355 113th St. N, #7709 Seminole, FL 33775 727-210-2350, fax 727-210-2354 [www.caahep.org](http://www.caahep.org)
- JRC-DMS 6021 University Blvd., Suite 500 Ellicott City, MD 21043 443-973-3251 [www.jrcdms.org](http://www.jrcdms.org)

## Career Opportunities

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The program is accredited by the Commission on Accreditation of Allied Health Education Programs ([www.caahep.org](http://www.caahep.org)) upon the recommendation of the Joint Review Committee on Education in Diagnostic Medical Sonography, and upon successful program completion along with any required work experience, graduates are eligible to take the certifying examinations of the American Registry of Diagnostic Medical Sonographers in the specialty areas of ultrasound physics and instrumentation, abdomen, and obstetrics-gynecology.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Demonstrate the required technical and critical thinking skills to perform as an ARDMS-certified entry-level sonographer, providing accurate and efficient general diagnostic sonographic examinations/procedures
2. Obtain, review and integrate pertinent patient history and supporting clinical information/data to optimize diagnostic results
3. Record sonographic diagnostic, pathologic and/or physiologic information for interpretation by a physician
4. Interact effectively, professionally and ethically in oral and written communications with patients, their families, physicians, and other health care professionals adhering to the recognized SDMS scope of practice
5. Provide basic patient care and comfort, anticipating and responding to patient needs

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable 90 credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.

### APPLICATION REQUIREMENTS (34 credits)

*Admission to the Diagnostic Medical Sonography program is competitive. There are usually more applicants than available positions. Students who complete prerequisite courses and meet other application requirements are not guaranteed program admission.*

*All prerequisite courses must be completed with a grade of C or higher. It is strongly recommended that Math and Science courses are taken within 5-7 years prior to program admission.*

HIT 130	Medical Terminology I	3.0
MATH& 141	Precalculus I	5.0
BIOL& 241	Human Anatomy and Physiology 1	5.0
BIOL& 242	Human Anatomy and Physiology 2	5.0
<i>Choose one of the following English course options (5 credits)</i>		
ENGL& 101	English Composition I	5.0
ENGL& 102	Composition II: Argument and Persuasion	5.0
ENGL 103	Composition III: Writing about Literature	5.0
<i>Choose one of the following Communication Studies Courses (5 credits)</i>		
CMST& 101	Introduction to Communication	5.0
CMST 110	Multicultural Communication	5.0
CMST 120	The Process of Public Speaking	2.0
CMST& 210	Interpersonal Communication	5.0
CMST& 220	Public Speaking	5.0
CMST 230	Small Group Communication	5.0
<i>Choose one of the following Physics courses (6 credits)</i>		
PHYS& 115	General Physics II	6.0
PHYS& 116	General Physics III	6.0

### NON-ACADEMIC PROGRAM ENTRY REQUIREMENTS

Contact the DMS program for information about:

- Criminal and federal fraud background checks
- Health insurance
- Immunizations

Students are responsible for arranging dependable transportation to and from clinical sites and dependable child/dependent care. Admission to the Diagnostic Medical Sonography program is competitive. There are usually more applicants to the program than available positions. Completing prerequisite courses and satisfying other requirements for a complete application, does not guarantee program admission.

<i>CORE PROGRAM REQUIREMENTS (109-119 credits)</i>		109.0-119.0
DMS 101	Sonography Lab I	2.0
DMS 102	Sonography Lab II	3.0

DMS 103	Sonography Lab III	2.0
DMS 105	Ultrasound Cross-Sectional Anatomy	5.0
DMS 110	Pathophysiology I	3.0
DMS 111	Pathophysiology II	3.0
DMS 120	Abdominal Sonography	3.0
DMS 121	Small Parts and Superficial Structures Sonography	3.0
DMS 122	Gynecology and Obstetrics I	3.0
DMS 123	Gynecology And Obstetrics II	5.0
DMS 125	Advanced Sonography	2.0
DMS 130	Ultrasound Physics and Instrumentation I	3.0
DMS 131	Ultrasound Physics and Instrumentation II	3.0
DMS 140	Patient Care and Scope of Practice	2.0
DMS 150	Introduction to Clinicals	2.0
DMS 151	Ultrasound Clinical I	13.0
DMS 160	Clinical Seminar I	2.0
DMS 175	DMS Orientation	2.0
DMS 250	Ultrasound Clinical II	13.0
DMS 251	Ultrasound Clinical III	13.0
DMS 252	Ultrasound Clinical IV	13.0
DMS 260	Ultrasound Seminar and Critique II	2.0
DMS 261	Ultrasound Seminar and Critique III	2.0
DMS 270	Sonography Registry Review	2.0
DMS 299	Clinical Independent Study	3.0-13.0

Total: 109.0-119.0

# Associate of Applied Science in Emergency Medical and Health Services

## Description

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TCC's Emergency Medical & Health Services (EMHS) program prepares students for employment in the emergency medical services field. The program has three levels: the EMT-Basic certificate course, the Paramedic certificate, and the EMHS Associate in Applied Sciences degree. EMT-Basic provides basic life support and transportation for victims of illness and injury.

The EMT-Basic program at TCC follows U.S. Dept. of Transportation guidelines as well as Washington State Dept. of Health standards.

Paramedics are typically employed by fire services, hospitals, and ambulance companies and while in the field serve as the eyes, ears, and hands of an emergency physician. The program is designed to prepare graduates to meet state certification requirements and to take the National Registry EMT-Paramedic examination.

The TCC Paramedic program is accredited by the Commission on Accreditation of Allied Health Education Programs ([www.caahep.org](http://www.caahep.org)) by recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP).

## Career Opportunities

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TCC's Emergency Medical & Health Services program prepares students for employment in the emergency medical services field.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Perform competently as an entry level paramedic or EMT meeting National Registry standards as well as safely and effectively manage all situations involving a pre-hospital emergency.
2. Demonstrate the ability to recall and apply knowledge of human structure, function, pathophysiology and psychosocial development to patient care relative to the role of entry level paramedic or EMT.
3. Demonstrate, through knowledge and behavior, a commitment to the highest standards and competence, ethics, integrity and accountability to the patient and the paramedic profession.
4. Demonstrate effective use of motor, cognitive and critical thinking skills in diagnosis, management and prevention of common health problems encountered in patient care necessary to fulfill the role of entry level paramedic or EMT.
5. Integrate the use of scientific theory, methodology and critical thinking skills to interpret and apply research to improving patient care in the pre-hospital environment.
6. Demonstrate effective listening, verbal and written communication skills with a wide range of individuals and groups in order to provide patient-centered care.
7. Recognize and work effectively within the larger context and system of health care to advocate for and provide quality patient care relative to the role of entry level paramedic or EMT.

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable 90 credits must be earned at Tacoma Community College.
- A cumulative grade point average of 2.00 in the coursework that is applied to the degree.

*To complete the Emergency Medical and Health Services Associate of Applied Science Degree students must first complete the Paramedic Certificate* 69.0

#### Paramedic Certificate Requirements

BIOL& 175	Human Biology w/Lab	5.0
HIT 130	Medical Terminology I	3.0
EMC 116	Introduction to Emergency Medical Care	4.0
EMC 117	Prehospital Emergency Pharmacology	3.0
EMC 118	Human Body Systems	3.0
EMC 130	Paramedic Clinical I	4.0
EMC 131	Paramedic Clinical II	7.0
EMC 132	Paramedic Clinical III	9.0
EMC 218	Basic Electrocardiography	4.0
EMC 219	Advanced Electrocardiography	2.0
EMC 220	Management of Traumatic Injuries and Special Populations	2.0
EMC 225	Paramedic Skills Lab I	3.0
EMC 226	Paramedic Skills Lab II	3.0
EMC 227	Paramedic Skills Lab III	3.0
EMC 230	Medical Emergencies I	6.0
EMC 231	Medical Emergencies II	3.0
EMC 232	Medical Emergencies III	3.0
EMC 240	Paramedic Crisis Resource Management	2.0

#### ADDITIONAL DEGREE REQUIREMENTS 42.0

EMC 200	Contemporary Issues in Pre-hospital Care	2.0
PSYC& 100	General Psychology	5.0
ENGL& 101	English Composition I	5.0
ENGL& 102	Composition II: Argument and Persuasion	5.0
SOC& 101	Introduction to Sociology	5.0
<i>Choose One Math</i>		5.0
MATH& 146	Introduction to Statistics	5.0
BUS 110	Business Math	5.0
MATH& 107	Math in Society	5.0

<i>Choose One</i>		5.0
BUS 163	Management Principles and Organizational Systems	5.0
BUS 164	Leadership and Human Relations	5.0

<i>Choose One</i>		5.0
CMST& 101	Introduction to Communication	5.0
CMST 110	Multicultural Communication	5.0
CMST 120	The Process of Public Speaking	2.0
CMST& 210	Interpersonal Communication	5.0
CMST& 220	Public Speaking	5.0

CMST& 230	Small Group Communication	5.0
<i>Students must take a minimum of 5 credits from any combination of these courses</i>		5.0
CU 105	Word I & Excel I	5.0
CU 102	Word I	2.0
CU 103	Excel I	3.0

Total: 111.0



# Associate of Applied Science in Early Childhood Education with Emphasis on Children with Exceptionalities

## Description

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TCC's Early Childhood Education with an Emphasis on Children with Exceptionalities degree is designed to develop the skills needed to be a successful early childhood professional and is directed toward students planning to work with young children, birth through eight years old, including those who are culturally, linguistically, and ability diverse. Employment opportunities are in a variety of settings, including preschools, childcare centers, family child care, Head Start/ECEAP programs, kindergarten through third grade classrooms (as a teacher assistant), early intervention programs (as a teacher assistant), and/or other early learning programs.

## Career Opportunities

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Paraeducators/Educational assistants, child care workers, preschool teachers

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Create respectful, reciprocal relationships that support and empower families, and to involve all families in their children's development and learning
2. Use systematic observations, documentation, and other effective assessment strategies in a responsible way, in partnership with families and other professionals, to positively influence the development of every child
3. Implement a wide array of developmentally appropriate approaches, instructional strategies, and tools to connect with children and families and positively influence each child's development and learning
4. Use their own knowledge and other resources to design, implement, and evaluate meaningful, challenging curriculum that promotes comprehensive developmental and learning outcomes for every young child
5. Use ethical guidelines and other professional standards related to early childhood practice; demonstrate knowledgeable, reflective and critical perspectives on their work and are informed advocates for sound practices and policies
6. Use their understanding of young children's characteristics and needs, and of multiple interacting influences on children's development and learning, to create environments that are healthy, respectful, supportive, and challenging for each child.
7. Create respectful, reciprocal relationships that support and empower families, and to involve all families in their children's development and learning.
8. Use systematic observations, documentation, and other effective assessment strategies in a responsible way, in partnership with families and other professionals, to positively influence the development of every child.
9. Implement a wide array of developmentally appropriate approaches, instructional strategies, and tools to connect with children and families and positively influence each child's development and learning.
10. Use their own knowledge and other resources to design, implement, and evaluate meaningful, challenging curriculum that promotes comprehensive developmental and learning outcomes for every young child.
11. Use ethical guidelines and other professional standards related to early childhood practice; demonstrate knowledgeable, reflective and critical perspectives on their work and are informed advocates for sound practices and policies.

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable 90 credits must be earned at Tacoma Community College.
- A cumulative grade point average of 2.00 in the coursework that is applied to the degree.

### COURSE COMPLETION REQUIREMENTS

102.0-105.0

*A grade of 'C' or better is required in all courses.*

*To Complete the ECE with an Emphasis on Children with Exceptionalities, you must first complete 1) the ECE Initial Certificate, 2) the ECE Short Certificate of Specialization, and 3) the ECE Emphasis on Children with Exceptionalities Certificate (55 credits)*

55.0

#### *ECE Initial Certificate*

12.0

ECED& 105	Introduction to Early Childhood Education	5.0
ECED& 107	Health/Safety/Nutrition	5.0
ECED& 120	Practicum: Nurturing Relationships	2.0

#### *ECE Short Certificate of Specialization*

8.0

*Includes all courses in the ECE Initial Certificate plus:*

EDUC& 115	Child Development	5.0
<i>Choose One:</i>		3.0
EDUC& 130	Guiding Behavior	3.0
ECED& 132	Infant/Toddler Care	3.0
ECED& 139	Administration of ECE	3.0

#### *ECE Emphasis on Children with Exceptionalities Certificate*

35.0

*Includes all courses above plus:*

EDUC& 150	Child, Family, Community	3.0
ECED& 160	Curriculum Development	5.0
<i>Choose One:</i>		3.0
EDUC& 130	Guiding Behavior	3.0
OR		
ECED& 170	Learning Environments	3.0
ECED& 180	Language and Literacy	3.0
ECED& 190	Observation and Assessment	3.0
EDUC& 204	Exceptional Child	5.0
ECE 290	Practicum	3.0
ENGL& 101	English Composition I	5.0
<i>Choose one math course:</i>		5.0
MATH& 107	Math in Society	5.0
MATH& 131	Math for Elementary Education 1	5.0
MATH& 132	Math for Elementary Education 2	5.0

*Additional Requirements to Complete the Associate of Applied Science Degree (47-50)*

47.0-50.0

<i>Core Requirements: (22-25 credits)</i>		22.0-25.0
CMST& 101	Introduction to Communication	5.0
ENGL& 102	Composition II: Argument and Persuasion	5.0
ECE 102	Math, Science, and Technology for Young Children	3.0
ECE 130	Cultural Competency and Responsiveness in Early Childhood Education	2.0
<i>Choose One</i>		3.0-5.0
BUS 164	Leadership and Human Relations	5.0
OR		
ECED& 139	Administration of ECE	3.0
<i>Choose One</i>		4.0-5.0
CU 105	Word I & Excel I	5.0
OR		
<i>Both</i>		4.0
CU 100	Introduction to Practical Computing	2.0
AND		
CU 102	Word I	2.0
<i>Distribution Requirements (25 credits)</i>		25.0
<i>Humanities (10 credits)</i>		10.0
<i>Choose two of the following courses in different disciplines.</i>		25.0
ART& 100	Art Appreciation	5.0
ART 180	Art for Elementary Education	5.0
HUM& 101	Introduction to Humanities	5.0
MUSC 120	Music in the Classroom	5.0
MUSC& 105	Music Appreciation	5.0
<i>Natural Sciences (5 credits)</i>		5.0
<i>Choose one of the following courses:</i>		5.0
ASTR& 101	Introduction to Astronomy	5.0
BIOL& 100	Survey of Biology	5.0
BIOL& 175	Human Biology w/Lab	5.0
BOT 101	General Botany	5.0
CHEM& 110	Chemical Concepts w/lab	5.0
ENVS& 101	Introduction to Environmental Science	5.0
GEOG 205	Physical Geography	5.0
GEOG 210	Maps, GIS and the Environment	5.0
GEOL& 101	Introduction to Physical Geology	5.0
OCEA& 101	Introduction to Oceanography	5.0
SCI 105	Introductory Topics in Natural Science	5.0
SCI 110	Physical Science and Technology	5.0
<i>Social Sciences: (10 credits)</i>		10.0
<i>Choose two of the following courses in different disciplines:</i>		10.0
ANTH& 100	Survey of Anthropology	5.0
HIST& 146	US History I	5.0

HIST& 147	US History II	5.0
HIST& 148	US History III	5.0
SOC& 101	Introduction to Sociology	5.0
SOC& 201	Social Problems	5.0

Total: 102.0-105.0

# Associate of Applied Science in Health Information Technology

## Description

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The Health Information Technology (HIT) program prepares students for entry-level career opportunities in the field of Health Information Management (HIM) such as medical coding, release of information, or medical records management. The HIT program is offered 100% online and leads to an Associate in Applied Sciences (AAS) degree. Program curriculum includes disciplines of medicine, management, finance, information technology, and healthcare law. Because of this unique mixture, graduates may work in a variety of work settings across an array of healthcare environments.

TCC's HIT AAS degree program is accredited by the Commission on the Accreditation for Health Informatics and Information Management ([CAHIIM](#)). Graduates are eligible to sit for the Registered Health Information Technician (RHIT) national credential exam.

The program offers graduates direct articulation into TCC's Bachelor of Applied Science (BAS) in Health Information Management (HIM), which is also accredited by the Commission on the Accreditation for Health Informatics and Information Management (CAHIIM). Graduates of the HIM BAS degree program are eligible to sit for the Registered Health Information Management Administrator (RHIA) credential exam

## Career Opportunities

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TCC's Health Information Technology (HIT) program prepares students for employment in a wide variety of healthcare settings in roles that use patient data or health information. The HIT program leads to an Associate in Applied Science degree and successful graduates are eligible to take the Registered Health Information Technician (RHIT) certification exam.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Apply policies and procedures surrounding data structure, data content, and information governance.
2. Evaluate health record, data dictionary and data set regulatory and accreditation compliance.
3. Apply legal and information protection solutions for maintaining privacy, confidentiality and security of health information.
4. Apply informatics and analytics concepts to health data use and technologies such as clinical decision support, statistical calculations, graphical representations, research methodologies, and data management.
5. Evaluate the management of database systems and health information exchange standards.
6. Apply revenue cycle policies and coding methodologies in accordance with guidelines
7. Evaluate revenue cycle processes and compliance with regulatory requirements and reimbursement methodologies.
8. Identify legislation, legal processes, health policy, and risk management concepts that affect health information
9. Demonstrate leadership skills that adhere to equity, diversity and inclusion policies, human resource strategies and performance improvement techniques for workforce training, organizational change, and financial management.
10. Evaluate compliance with federal regulations and ethical standards of practice
11. Identify major concepts of supportive knowledge to include pathophysiology, pharmacology, anatomy and physiology, medical terminology, statistics, and computer applications.

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable 90 credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.

### PROGRAM REQUIREMENTS

#### COMPUTER SKILLS

*Students are required to have internet access with reliable computer hardware and software. It is recommend to use a computer that is less than 5 years old. Students are expected to have moderate to high computer and Microsoft Office proficiency prior to entering the program. Suggested remedial computer training classes are:*

OLL 101	Success in Online Learning	3.0
CU 102	Word I	2.0
CU 103	Excel I	3.0
CU 104	PowerPoint	1.0
CU 203	Excel II	3.0

### NON-ACADEMIC PROGRAM REQUIREMENTS

- Professional Practice Experience internships for the program will require:
- Criminal and federal fraud background checks
- Health insurance
- Immunizations
- Vehicle insurance (where applicable)
- 40-80 hours of in-person, on-site internships
- Drug screening (where applicable)

<b>GENERAL REQUIREMENTS: (23 credits)</b>		<b>23.0</b>
ENGL& 101	English Composition I	5.0
HIT 105	Comprehensive Medical Terminology	5.0
BIOL& 175	Human Biology w/Lab	5.0
MATH& 146	Introduction to Statistics	5.0
CU 203	Excel II	3.0

<b>Technical Core Requirements:</b>		<b>86.0</b>
LS 101	Introduction to Research	2.0
HIT 120	Information Protection	3.0
HIT 125	Record Content and Standards I	5.0
HIT 126	Health Information Technologies	5.0
HIT 195	Health Law	3.0
HIT 141	Introduction to ICD-10-CM Coding	5.0
HIT 161	Pathopharmacology	5.0
HIT 159	Domain Connections: Information Protection	1.0
HIT 221	Introduction to ICD-10-PCS/Inpatient Coding	5.0
HIT 173	Data Analytics	5.0
HIT 145	Healthcare Statistics	2.0
HIT 169	Domain Connections: Informatics and Analytics	1.0
HIT 170	Coding for Professional Services	5.0
HIT 175	Data Quality and Performance Improvement	5.0

HIT 225	Record Content and Standards II	5.0
HIT 199	Domain Connections: Data Structure and Content	1.0
HIT 230	Revenue Cycle	5.0
HIT 239	Domain Connections: Revenue Cycle Management	1.0
HIT 242	Leadership and Management	5.0
HIT 245	Coding and Legal Compliance	4.0
HIT 249	Professional Development for HIM Careers	1.0
HIT 251	Advanced Coding Practicum	3.0
HIT 254	HIT Capstone	5.0
HIT 255	HIT Professional Practice Experience	4.0

Total: 109.0

# Associate of Applied Science in Human Services Professional

## Description

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TCC's competency-based Human Services Professional program prepares students for employment as practitioners in social services, health, and addiction agencies. This program offers three completion options: a two quarter (15 credit) Case Aide certificate; a three-quarter (45 credit) Chemical Dependency certificate (meets the educational competencies for Chemical Dependency Professional [CDP] as defined by the Washington State Department of Health); a two year Associates in Applied Science degree in Human Services.

## Career Opportunities

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TCC's competency-based Human Services program prepares students for employment as practitioners in social service, health and addiction agencies.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Recognize historical influences that have led to the development of the Human Services profession.
2. Explain the interaction and diversity of human systems including individual, interpersonal, group, family, organizational, community, and social.
3. Analyze and apply major models used to provide services.
4. Demonstrate knowledge and skills required to effectively manage client and organizational information.
5. Plan and evaluate service needs, strategies, and outcomes.
6. Demonstrate the knowledge and skills required for service delivery and appropriate interventions.
7. Develop and utilize effective professional Human Services communication skills.
8. Recognize the values, attitudes, and ethics practices in Human Services.
9. Develop awareness of one's own values, personalities, reaction patterns, interpersonal styles, and limitations.
10. Recognize and apply elements of the continuum of care used in behavior health and recovery systems.



## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable 90 credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.

<b>CORE REQUIREMENTS</b>		<b>55.0</b>
HSP 100	Introduction To Human Services	5.0
HSP 103	Therapeutic Approaches and Techniques	5.0
HSP 107	Behavioral Health and Wellness	5.0
HSP 112	Best Practices in Human Services	5.0
HSP 113	Advanced Helping Strategies	5.0
HSP 117	Ethics and Professional Development	5.0
HSP 121	Survey of Addictions and Pharmacology	5.0
HSP 126	Cultural Competencies for Human Services	5.0
HSP 291	Supervised Clinical Practicum I	5.0
HSP 292	Supervised Clinical Practicum II	5.0
HSP 293	Supervised Clinical Practicum III	5.0
<b>SPECIALITY COURSES</b>		<b>10.0</b>
Choose 10 credits		
HSP 217	Advocacy in Human Services	5.0
HSP 212	Systems and Case Work	5.0
HSP 218	Trauma Informed Care	5.0
HSP 224	Dynamics of Family Violence	5.0
HSP 230	Co-occurring Disorders Assessment and Treatment	5.0
HSP 241	Working with Youth and Families	5.0
HSP 262	Loss and Grief through the Lifespan	5.0
HSP 245	Sexual Orientation and Gender Identity Issues in Human Services	5.0
HSP 251	Prevention Strategies	5.0
HSP 265	Aging and Adult Services	5.0
HSP 282	Program and Proposal Development	5.0
HSP 283	Leadership Development	5.0
Or choose any college level Sociology or Psychology Course		5.0
<b>REQUIRED GENERAL EDUCATION COURSES</b>		<b>25.0</b>
PSYC& 100	General Psychology	5.0
SOC& 101	Introduction to Sociology	5.0
ENGL& 101	English Composition I	5.0
<b>CHOOSE ONE COMMUNICATION DISTRIBUTION COURSE</b>		<b>5.0</b>
ENGL& 102	Composition II: Argument and Persuasion	5.0
ENGL 103	Composition III: Writing about Literature	5.0
<b>CHOOSE ONE QUANTITATIVE SKILLS DISTRIBUTION COURSE</b>		<b>5.0</b>
BUS 110	Business Math	5.0
MATH& 107	Math in Society	5.0
MATH& 146	Introduction to Statistics	5.0

Total: 90.0

# Associate of Applied Science in Networking and Cybersecurity

## Description

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TCC's Networking and Cyber Security program prepares students for careers in network administration, technical support, and database administration with a focus on cyber security. The program is designed for certificate pathways leading to the Associate in Applied Sciences (AAS) degree and includes a series of technical core courses that provide hands-on knowledge and skills in systems, data, networking, and security concepts. The program focuses on developing skills in effective teamwork, critical thinking, developing solutions to complex technical challenges, business integration, project management, effective communication, and ethical decision-making. The program offers direct articulation to targeted Bachelor's degree programs.

Students are encouraged to take MATH& 107 OR 146 if they need transfer-level math. ENGL& 101 and CMST& 101 are transfer-level classes.

This degree program offers direct articulation to targeted Bachelor degree programs.

## Career Opportunities

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TCC's Networking and Cyber Security program prepares the student for careers in network administration, technical support, and database administration with a focus on cyber security. The program is designed for certificate pathways leading to the Associate in Applied Science degree and includes a series of technical core courses that provide hands-on knowledge and skills in systems, data security, networking, and security concepts. The program focuses on developing skills in effective teamwork, critical thinking, developing solutions to complex technical challenges, business integration, project management, effective communication, and ethical decision making.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Demonstrate effective verbal and written communication skills necessary in information technology
2. Exemplify professional and ethical behaviors required to perform effectively as an information technology team member within an organization
3. Implement critical thinking skills to provide sound solutions for information technology issues
4. Plan to take responsibility for own lifelong learning including anticipation and adaptation to ever-changing business and technology environments
5. Demonstrate an integrated, comprehensive proficiency in the content area of information technology; interpolate this knowledge to the real world

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable 90 credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.

<b>COURSE REQUIREMENTS</b>		100.0-110.0
<i>Help Desk Certificate</i>		20.0
CU 105	Word I & Excel I	5.0
IT 102	Microcomputer Fundamentals	5.0
IT 110	Operating Systems I	5.0
IT 247	IT Project Management	5.0
<i>Technical Support Certificate</i>		20.0
IT 210	Operating Systems II	5.0
IT 211	Operating Systems III	5.0
IT 260	Client/Server Technology - LANs	5.0
IT 261	Administration of Networks	5.0
<b>GENERAL CORE REQUIREMENTS</b>		20.0
BUS 164	Leadership and Human Relations	5.0
CMST& 101	Introduction to Communication	5.0
ENGL& 101	English Composition I	5.0
<i>Choose a Math Option</i>		5.0
BUS 110	Business Math	5.0
MATH& 107	Math in Society	5.0
MATH& 146	Introduction to Statistics	5.0
<b>IT CORE COURSES</b>		40.0
IT 201	Introduction to Programming	5.0
IT 246	Database Implementation	5.0
IT 249	Database Programming	5.0
IT 270	Service and Support Fundamentals	5.0
IT 271	Internetworking	5.0
IT 275	Security Assessment & Remediation	5.0
IT 278	Incident Response & Intrusion Analysis	5.0
IT 280	Information Technology Capstone	5.0
<i>Optional</i>		0.0-10.0
IT 290	Work Internship	5.0
IT 299	Independent Study & Special Projects	1.0-5.0

Total: 100.0-110.0

# Associate of Applied Science in Paralegal

## Description

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TCC's Paralegal program prepares students for employment in the legal services field as specialists who will provide assistance to attorneys or other legal professionals.

Students can earn an Associate in Applied Sciences (AAS) degree (Paralegal); or, with a previously earned Associate of Arts and Sciences or Bachelor's degree, the student may pursue the Paralegal Pro-Certificate.

Students who transfer from other paralegal programs must contact the Program Chair to discuss the law course transfer credit policy. Although the Associate in Applied Science degree is not a transfer degree, students interested in attending law school are encouraged to take advantage of the various law courses offered in this program.

Upon completion of this AAS degree program, students may continue their education and work towards a Bachelor of Applied Science (BAS) degree offered at a number of Washington State Community and Technical colleges including Tacoma Community College. Students intending to transfer to a four-year university may be required to take additional courses depending on the requirements of the particular program or degree.

Students who plan to transfer should meet with the program chair to plan their course selection and sequence. Students are eligible to select only one Paralegal program depending on educational background. Students may not simultaneously obtain a Paralegal degree and Paralegal certificate, or two Paralegal certificates using the same set of courses. Students must obtain a minimum grade of C in all courses.

TCC's Paralegal program is approved by the American Bar Association

## Career Opportunities

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TCC's Paralegal Associate Program prepares students for employment in the legal services as specialists who will provide assistance to attorneys or other legal professionals.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Recognize ethical issues that arise in a legal work environment and apply rules of professional conduct to resolve them
2. Demonstrate oral and written skills that paralegals use on the job
3. Apply basic principles of legal analysis
4. Use computers and other technology for document production, law office management, and trial preparation
5. Demonstrate sensitivity through adaptability and flexibility in working with a diverse group of people
6. Manage multi-tasks while prioritizing them to meet deadlines

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 101 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.

<i>DISTRIBUTION REQUIREMENTS (35 credits)</i>	35.0
<i>Communication Skills</i>	10.0
ENGL& 101      English Composition I	5.0
CMST& 220      Public Speaking	5.0
<i>Quantitative Skills / Symbolic Reasoning</i>	5.0
BUS 110      Business Math	5.0
OR	
MATH& 146      Introduction to Statistics	5.0
<i>Social Science</i>	10.0
<i>History or Political Science Course</i>	5.0
Choose 5 credits from HIST/HIST& or POLS/POLS& prefixed course from the <a href="#">Social Science section of the Approved Distribution Course List</a>	5.0
<i>Psychology or Sociology Course</i>	5.0
Choose 5 credits from a PSYC/PSYC& or SOC/SOC& prefixed course from the <a href="#">Social Science section of the Approved Distribution Course List</a>	5.0
<i>Natural Science</i>	5.0
Natural Science Course (5 credits)	5.0
Choose 5 credits from the <a href="#">Natural Science section of the Approved Distribution Course List</a>	
<i>Multicultural</i>	5.0
Multicultural Course (5 credits)	5.0
Choose 5 credits from the <a href="#">Multicultural section of the Approved Distribution Course List</a>	
<i>Core Requirements (57 credits)</i>	57.0
CU 105      Word I & Excel I	5.0
PLST 106      Legal Document Production	3.0
PLST 149      Writing Basics for Paralegals	3.0
PLST 150      Paralegal Fundamentals and Ethics	5.0
PLST 151      Legal Research and Writing I	5.0
PLST 152      Introduction to Civil Law	5.0
PLST 153      Civil Procedure I	5.0
PLST 154      Computer Applications in the Law	3.0
PLST 155      Health/Dealing With Stress	1.0
PLST 156      Criminal Procedure for Paralegals	5.0
PLST 232      Interviewing and Investigations	5.0
PLST 233      Internship I - Paralegal	5.0

PLST 239	Transition Planning	1.0
PLST 251	Legal Research And Writing II	3.0
PLST 253	Civil Procedure II	3.0

<i>Elective Courses (9 credits)</i>	9.0
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*Choose 9 credits from the list below*

PLST 221	Family Law	3.0
PLST 222	Probate/Estate Planning	3.0
PLST 223	Alternative Dispute Resolution (ADR)	3.0
PLST 224	Real Estate Law	3.0
PLST 225	Bankruptcy Law	3.0
PLST 226	Administrative Law	3.0
PLST 228	Employment and Labor Law	3.0
PLST 230	Business Organization/Corporations	3.0
PLST 231	Contracts/Commercial Transactions	3.0
PLST 234	Internship II - Paralegal	5.0
PLST 235	Evidence and e-Discovery	3.0
PLST 237	Introduction to Tax Law	3.0

Total: 101.0

# Associate of Applied Science in Radiologic Science

## Description

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TCC's Radiologic Science program prepares students for employment as Radiologic Technologists and leads to an Associate in Applied Sciences (AAS) degree. Clinical practice is performed in program affiliated hospitals and clinic imaging centers.

TCC's Radiologic Science program is in Diagnostic Radiography only. The program courses are offered sequentially and students should plan to attend full time. The TCC Radiologic Science program is accredited by the Joint Review Committee on Education in Radiologic Technology, 20 North Wacker Drive, Suite 2850, Chicago, IL 60606-3182, 312.704.5300, email: mail@jrcert.org The JCERT website is: [www.jcert.org](http://www.jcert.org)

Graduates of the Radiologic Science program are eligible to apply to take the national certification examination administered by the American Registry of Radiologic Technologists. Successful completion of the registry examination results in national certification as a Registered Radiologic Technologist, RT (R) ARRT

## Career Opportunities

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TCC's Radiologic Science program prepares students for employment as Radiologic Technologists and leads to an Associate in Applied Sciences degree. Clinical practice is performed in program affiliated hospitals and imaging centers.

## Learning Outcomes

---

Upon the successful completion of this program, students should be able to:

1. Perform competently in the clinical arena including application of correct positioning skills and demonstration of correct application of technical factors
2. Communicate effectively with patients and members of the health care team by demonstrating effective oral and written communication skills
3. Think critically and adapt to changing conditions, such as adapting positioning skills for trauma patients and technical factors for atypical exams
4. Demonstrate professionalism as a member of the health care team, including demonstrating responsibility and accountability

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable 90 credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.

### APPLICATION REQUIREMENTS (33 credits)

*Admission to the Radiologic Science program is competitive. There are usually more applicants than available positions. Students who complete prerequisite courses and meet other application requirements are not guaranteed program*

BIOL& 241	Human Anatomy and Physiology 1	5.0
BIOL& 242	Human Anatomy and Physiology 2	5.0
CHEM& 121	Introduction to Inorganic Chemistry	5.0
ENGL& 101	English Composition I	5.0
HIT 130	Medical Terminology I	3.0
MATH& 146	Introduction to Statistics	5.0
<b>CHOOSE ONE COMMUNICATION STUDIES COURSE</b>		
CMST& 101	Introduction to Communication	5.0
OR		
CMST 110	Multicultural Communication	5.0
OR		
CMST& 210	Interpersonal Communication	5.0
OR		
CMST& 220	Public Speaking	5.0

equivalent or higher level courses may be substituted

### NON-ACADEMIC REQUIREMENTS FOR PROGRAM ENTRY

Contact the Radiologic Science program for information about:

- Criminal and federal fraud background checks
- Health insurance
- Immunizations
- Students are responsible for arranging dependable transportation to and from the clinical sites and dependable child/dependent care.

<b>CORE REQUIREMENTS</b>		<b>114.0</b>
RS 100	Radiologic Science Orientation	3.0
RS 101	Fundamentals of Radiologic Science and Health Care	4.0
RS 108	Radiation Physics I	4.0
RS 109	Radiation Physics II	4.0
RS 121	Clinical Education II	5.0
RS 140	Radiographic Positioning I	5.0
RS 120	Clinical Education I	5.0
RS 122	Clinical Education III	10.0
RS 141	Radiographic Positioning II	5.0
RS 142	Radiographic Positioning III	5.0
RS 150	Principles of Image Formation	1.0
RS 153	Principles of Digital Radiography	1.0



RS 170	Introduction to Fundamentals of Patient Care	5.0
RS 200	Cross Sectional Anatomy	3.0
RS 214	Imaging Pathology	3.0
RS 216	Pharmacology and IV Therapy	3.0
RS 225	Clinical Education IV	8.0
RS 226	Clinical Education V	7.0
RS 227	Clinical Education VI	7.0
RS 228	Clinical Education VII	10.0
RS 233	Leadership and Management	1.0
RS 243	Radiographic Positioning IV	3.0
RS 244	Radiographic Positioning V	3.0
RS 250	Advanced Healthcare Organization	3.0
RS 255	Advanced Imaging Modalities	2.0
RS 280	Computed Tomography	2.0
RS 290	Radiography Registry Review	2.0

Total: 114.0

# Associate of Applied Science in Respiratory Therapy

## Description

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TCC's Radiologic Science program prepares students for employment as Radiologic Technologists and leads to an Associate in Applied Sciences (AAS) degree. Clinical practice is performed in program affiliated hospitals and clinic imaging centers.

TCC's Radiologic Science program is in Diagnostic Radiography only. The program courses are offered sequentially and students should plan to attend full time. The TCC Radiologic Science program is accredited by the Joint Review Committee on Education in Radiologic Technology, 20 North Wacker Drive, Suite 2850, Chicago, IL 60606-3182, 312.704.5300, email: mail@jrcert.org The JCERT website is: [www.jcert.org](http://www.jcert.org)

Graduates of the Radiologic Science program are eligible to apply to take the national certification examination administered by the American Registry of Radiologic Technologists. Successful completion of the registry examination results in national certification as a Registered Radiologic Technologist, RT (R) ARRT

## Career Opportunities

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TCC's Radiologic Science program prepares students for employment as Radiologic Technologists and leads to an Associate in Applied Sciences degree. Clinical practice is performed in program affiliated hospitals and imaging centers.

## Learning Outcomes

---

Upon the successful completion of this program, students should be able to:

1. Perform competently in the clinical arena including application of correct positioning skills and demonstration of correct application of technical factors
2. Communicate effectively with patients and members of the health care team by demonstrating effective oral and written communication skills
3. Think critically and adapt to changing conditions, such as adapting positioning skills for trauma patients and technical factors for atypical exams
4. Demonstrate professionalism as a member of the health care team, including demonstrating responsibility and accountability



## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 90 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable 90 credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.

### APPLICATION REQUIREMENTS (23 credits)

*Admission to the Respiratory Therapy program is competitive. There are usually more applicants than available positions. Students who complete prerequisite courses and meet other application requirements are not guaranteed program admission.*

*All prerequisite courses must be completed with a grade of C or higher before applications are accepted. All math and science prerequisite courses must be completed within 10-years of the application date.*

BIOL& 241	Human Anatomy and Physiology 1	5.0
BIOL& 242	Human Anatomy and Physiology 2	5.0
HIT 130	Medical Terminology I	3.0
MATH& 146	Introduction to Statistics	5.0
<b>CHOOSE ONE PSYCHOLOGY COURSE</b>		
PSYC& 100	General Psychology	5.0
OR		
PSYC& 200	Lifespan Psychology	5.0

### NON-ACADEMIC PROGRAM ENTRY REQUIREMENTS

- Criminal and federal fraud background check
- Health insurance
- Immunizations

<b>CORE REQUIREMENTS</b>		89.0
RC 150	Fundamentals of Respiratory Care I	4.0
RC 151	Fundamentals of Respiratory Care II	4.0
RC 152	Introduction into Mechanical Ventilation	4.0
RC 153	Alternative Procedures in Respiratory Care	3.0
RC 160	Cardiopulmonary A & P and Pathophysiology	4.0
RC 161	Arterial Blood Gases	3.0
RC 162	Advanced RC Pathophysiology	3.0
RC 165	Evolving Roles in Respiratory Therapy	2.0
RC 175	Respiratory Care Orientation	2.0
RC 180	Respiratory Therapy Clinical I	3.0
RC 171	Respiratory Therapy Equipment II	3.0
RC 172	Respiratory Therapy Equipment III	4.0
RC 181	Respiratory Therapy Clinical II	3.0
RC 182	Respiratory Therapy Clinical III	3.0
RC 183	Respiratory Therapy Clinical IV	4.0
RC 192	Advanced Mechanical Ventilation	4.0
RC 193	Respiratory Pharmacology I	1.0
RC 194	Respiratory Pharmacology II	1.0
RC 195	Respiratory Pharmacology III	1.0
RC 240	Advanced Assessment and Diagnosis	3.0
RC 251	Respiratory Pathophysiology Case Presentations	2.0

RC 261	Pediatric and Neonatal Respiratory Care	4.0
RC 262	Review of Applications of Respiratory Care	4.0
RC 263	Pulmonary Functions	3.0
RC 272	Pulmonary Rehabilitation, Home Care, and Assistance in Specialty Procedures	3.0
RC 280	RC Specialty Clinical I	4.0
RC 281	Advanced Critical Care Clinical Rotation	4.0
RC 282	Neonatal Clinical Rotation	2.0
RC 283	Specialty Clinical Rotation II	2.0
RC 290	Ethics and Professionalism in Respiratory Care	2.0
<b>OTHER REQUIREMENTS</b>		<b>15.0</b>
ENGL& 101	English Composition I	5.0
CMST& 101	Introduction to Communication	5.0
<b>5 CREDITS OF CU COURSES</b>		<b>5.0</b>
CU 105	Word I & Excel I	5.0
<b>OR</b>		<b>5.0</b>
		<b>2.0</b>
<b>AND</b>		
CU 103	Excel I	3.0
<b>OPTIONAL COURSE (1-5 credits)</b>		<b>1.0-5.0</b>
RC 299	Individual Study in Respiratory Therapy	1.0-5.0

Total: 105.0-109.0

# Bachelor of Applied Science in Applied Management - Human Resource Specialization

## Description

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This applied baccalaureate degree in Applied Management brings together the theory and practice of business management. It prepares graduates to leverage the technical skills of any professional/technical associate degree so they can advance in their careers. It is a hybrid program (part in the classroom, part online) designed for working professionals.

This degree is appropriate for graduates of an associate degree program or anyone with 90 college credits, but especially for anyone with an associate degree in business and any business-related fields such as accounting, paralegal and human services.

Students choose from one of two specializations in their senior year: Project Management and Human Resource Management.

## Career Opportunities

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Recruiter, Employment Representative, Human Resources Analyst, Human Resources Coordinator, Human Resources Generalist

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Evaluate and implement effective communication across all levels of the organization and to diverse audiences using language, tools, concepts and managerial principles necessary to achieve desired outcomes.
2. Explain the value of diversity and community as related to business ventures with attention to the dynamics of power and privilege.
3. Develop organizational management and leadership strategies using skills grounded in current theories and techniques for stability, growth and change.
4. Demonstrate innovation and critical thinking, teamwork, and technical and information literacy commensurate with management positions.
5. Analyze, evaluate, and implement decision-making strategies applying analytical tools, information systems and emerging technologies.
6. Design programs which maximize human potential using principles and best practices of successful human resource management.
7. Develop realistic and comprehensive project plans, identify risk areas, monitor the plans, and deal with problems through appropriate use of project management techniques.
8. Distinguish between law and ethics; recommend acceptable resolutions of ethical issues and dilemmas to improve organizational outcomes and support social responsibility.
9. Analyze data to solve problems, explain performance, make decisions, and identify opportunities.
10. Prepare and explain cost control processes including the ability to establish a budget, prepare cost reports, and forecast expenditures.

# Admission Requirements

To apply for admission into the program students must have:

- Associate of Applied Science or equivalent degree or 90 college level credits from an accredited institution with a cumulative GPA of 2.5 with a minimum 2.0 in all applicable college level courses. We allow for completion of 90 college-level credits in lieu of an Associate Degree because we realize that students may have taken a variety of college level courses, but that those courses may not fit the requirements of any specific Associate Degree. Students who do not meet the GPA requirement(s) may petition to have their individual circumstances reviewed with submission of letter of explanation.
- Must be in good standing at TCC (not currently suspended or prohibited from attending TCC). Students with any incidence of academic dishonesty may submit a petition to have their individual circumstances reviewed with submission of a letter of explanation.

Once accepted - must have the following completed before you can begin your upper division 300 - 400 level courses.

- Completion of Business Math or higher with a grade of C or better.
- Completion of 5 credits of college level Composition (such as English 101) with a grade of C or better.
- Completion of Intermediate Excel Course (such as CU 203) with a B or better OR Microsoft Office Specialist (MOS) Certification - Excel Core Level. We offer the MOS Certification exam on the TCC campus. You can sign up here for [MOS Certification Testing](#).

**Please Note:** There is a Math Statistics requirement in the program curriculum. We have allowed for completion of this requirement over the summer before and first quarter of beginning the upper division courses. At the very least, this math requirement must be completed prior to taking BUS 320.

Your application is strengthened if you have taken an introductory business class (BUS& 101 recommended) and an introductory accounting class, ACCT 101 or ACCT& 201.

# Degree Requirements

## Requirements

- A minimum of 180 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree

<b>GENERAL EDUCATION REQUIREMENTS</b>		45.0
<b>COMMUNICATION</b>		10.0
ENGL& 101	English Composition I	5.0
Select an additional 5 credits from the Communication Section of the Approved Distribution Course List. The following courses are recommended:		
CMST& 101	Introduction to Communication	5.0
<b>QUANTITATIVE SKILLS</b>		5.0
MATH& 146	Introduction to Statistics	5.0
<b>HUMANITIES</b>		10.0
CMST 320	Professional and Organizational Communication	5.0
PHIL 320	Ethical Decision Making	5.0
<b>SOCIAL SCIENCES</b>		10.0
BUS 310	Organizational and Interpersonal Behavior	5.0
BUS 330	Legal Environments in Business	5.0
<b>NATURAL SCIENCES</b>		10.0
ENVS& 101	Introduction to Environmental Science	5.0
Select an additional 5 credits from the Natural Science Section of the Approved Distribution Course List. The following courses are recommended:		
GEOG 205	Physical Geography	5.0
<b>APPLIED MANAGEMENT BAS CORE REQUIREMENTS</b>		59.0-63.0
BUS 300	Foundations of Management Theory and Practice	3.0
BUS 320	Managerial Accounting	5.0
BUS 340	Financial Management	5.0
BUS 350	Fundamentals of Project Management	5.0
BUS 360	Fundamentals of Human Resources Management	5.0
BUS 400	Economics for Managers	5.0
BUS 410	Operations and Logistics	5.0
BUS 420	Digital and Social Media Management	5.0
BUS 430	Business Strategy and Sustainability	5.0
BUS 480	Applied Management Internship	2.0-5.0
<b>HUMAN RESOURCE SPECIALIZATION COURSES</b>		14.0-15.0
BUS 442	Intermediate Human Resource Management	5.0
BUS 452	Advanced Human Resource Management	5.0



BUS 462	Capstone: Human Resource Management	4.0-5.0
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COLLEGE LEVEL ELECTIVE COURSES	70.0-75.0
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*Any college-level course will meet these requirements. Recommend courses in business disciplines. General Electives should ideally include the following:*

BUS& 101	Introduction to Business	5.0
BUS& 201	Business Law	5.0
Choose One:		5.0
ACCT 101	Practical Accounting I	5.0
OR		
ACCT& 201	Principles of Accounting I	5.0

Total: 174.0-183.0

# Bachelor of Applied Science in Applied Management - Project Management Specialization

## Description

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This applied baccalaureate degree in Applied Management brings together the theory and practice of business management. It prepares graduates to leverage the technical skills of any professional/technical associate degree so they can advance in their careers. It is a hybrid program (part in the classroom, part online) designed for working professionals.

This degree is appropriate for graduates of an associate degree program or anyone with 90 college credits, but especially for anyone with an associate degree in business and any business-related fields such as accounting, paralegal and human services.

Students choose from one of two specializations in their senior year: Project Management and Human Resource Management.

## Career Opportunities

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Purchasing Manager, General Manager, Business Analyst, Management Analyst, Management Consultant, Project Management Analyst, Quality Control Analyst.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Evaluate and implement effective communication across all levels of the organization and to diverse audiences using language, tools, concepts and managerial principles necessary to achieve desired outcomes.
2. Explain the value of diversity and community as related to business ventures with attention to the dynamics of power and privilege.
3. Develop organizational management and leadership strategies using skills grounded in current theories and techniques for stability, growth and change.
4. Demonstrate innovation and critical thinking, teamwork, and technical and information literacy commensurate with management positions.
5. Analyze, evaluate, and implement decision-making strategies applying analytical tools, information systems and emerging technologies.
6. Design programs which maximize human potential using principles and best practices of successful human resource management.
7. Develop realistic and comprehensive project plans, identify risk areas, monitor the plans, and deal with problems through appropriate use of project management techniques.
8. Distinguish between law and ethics; recommend acceptable resolutions of ethical issues and dilemmas to improve organizational outcomes and support social responsibility.
9. Analyze data to solve problems, explain performance, make decisions, and identify opportunities.
10. Prepare and explain cost control processes including the ability to establish a budget, prepare cost reports, and forecast expenditures.

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 180 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.

### APPLICATION REQUIREMENTS

To submit an application for the program students must have:

- Associate of Applied Science or equivalent degree or 90 college level credits\* from an accredited institution with a cumulative GPA of 2.5 with a minimum 2.0\*\* in all applicable college level courses
- Must be in good standing\*\*\* (not currently suspended or prohibited from attending TCC)

Once accepted - must have the following completed before you can begin your upper division 300 - 400 level courses.

- Completion of Business Math or higher (grade of C or better)
- Completion of 5 credits of college level Composition (such as English 101) (grade of C or better)
- Completion of Intermediate Excel Course (such as CU 203) with a B or better OR Microsoft Office Specialist (MOS) Certification - Excel Core Level\*\*\*\*

**Please Note:** we do have a Math Statistics requirement in the program curriculum. We have allowed for completion of this requirement over the summer before and first quarter of beginning the upper division courses. At the very least, this math requirement must be completed prior to taking BUS 320.

\*We allow for completion of 90 college-level credits in lieu of an Associate Degree because we realize that students may have taken a variety of college-level courses, but that those courses may not fit the requirements of any specific Associate Degree.

\*\*Students who do not meet the GPA requirement(s) may petition to have their individual circumstances reviewed with submission of letter of explanation.

\*\*\*Students with any incidence of academic dishonesty may submit a petition to have their individual circumstances reviewed with submission of a letter of explanation.

\*\*\*\*We offer the MOS Certification exam on the TCC campus. You can sign up here for [MOS Certification Testing](#).

Your application is strengthened if you have taken an introductory business class (BUS& 101 recommended) and an introductory accounting class, ACCT 101 or ACCT& 201.

COURSE REQUIREMENTS		180.0
COMMUNICATION		10.0
ENGL& 101	English Composition I	5.0
Select an additional 5 credits from Communication Section of the Approved Distribution Course List.		5.0
Recommend:		
CMST& 101	Introduction to Communication	5.0
QUANTITATIVE SKILLS		5.0
MATH& 146	Introduction to Statistics	5.0

<b>HUMANITIES</b>		10.0
CMST 320	Professional and Organizational Communication	5.0
PHIL 320	Ethical Decision Making	5.0
<b>SOCIAL SCIENCES</b>		10.0
BUS 310	Organizational and Interpersonal Behavior	5.0
BUS 330	Legal Environments in Business	5.0
<b>NATURAL SCIENCES</b>		10.0
ENVS& 101	Introduction to Environmental Science	5.0
<i>Select an additional 5 credits from Natural Science Section of the Approved Distribution Course List.</i>		5.0
Recommend:		
GEOG 205	Physical Geography	5.0
<b>APPLIED MANAGEMENT BAS CORE REQUIREMENTS</b>		59.0-63.0
BUS 300	Foundations of Management Theory and Practice	3.0
BUS 320	Managerial Accounting	5.0
BUS 340	Financial Management	5.0
BUS 350	Fundamentals of Project Management	5.0
BUS 360	Fundamentals of Human Resources Management	5.0
BUS 400	Economics for Managers	5.0
BUS 410	Operations and Logistics	5.0
BUS 420	Digital and Social Media Management	5.0
BUS 430	Business Strategy and Sustainability	5.0
BUS 480	Applied Management Internship	2.0-5.0
<b>PROJECT MANAGEMENT SPECIALIZATION COURSES</b>		14.0-15.0
BUS 441	Intermediate Project Management	5.0
BUS 451	Advanced Project Management	5.0
BUS 461	Capstone: Managing for Organizational Change	4.0-5.0
<b>COLLEGE LEVEL ELECTIVE COURSES</b>		76.0-72.0
<i>Any college-level course will meet these requirements. Recommend courses in business disciplines. General</i>		
<i>Electives should ideally include the following:</i>		
BUS& 101	Introduction to Business	5.0
BUS& 201	Business Law	5.0
<i>Choose one</i>		5.0
ACCT 101	Practical Accounting I	5.0
OR		
ACCT& 201	Principles of Accounting I	5.0

Total: 180.0

# Bachelor of Applied Science Community Health Professional

## Description

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This Bachelor of Applied Science degree will pair the clinical background of current health professionals with community health theory to provide clinicians who can make an immediate impact in their local communities.

The Community Health Professional BAS degree will take clinical knowledge and augment it with the addition of community health factors to include population health, primary prevention, patient education, and quality improvement.

The integration of community health into the clinical background will create a well-rounded, holistic individual who possess not only clinical knowledge, but will see the larger issues surrounding the health of our local community to include social issues, legislation and reimbursement (population health), education of the public (primary prevention and patient education), and improving the quality of care (quality improvement) for our community health partners.

These professionals will be an asset to many different types of organizations to include hospitals, home health agencies, governmental agencies, public and community health agencies, insurance agencies, large physician practices, and private practice.

## Career Opportunities

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Health Educator, Medical and Health Services Manager, Community and Social Service Specialist, Community Health Worker, Social and Community Services Manager, Contact Tracer, Health project Associate, Research Assistant, Research Coordinator, and Health Services Consultant (entry level).

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Identify and critique the influences of community health policies and practices on past, present, and future critical health issues of society
2. Identify the fundamental principles of community health to individual, community, and population health issues as well as disease incidence and prevalence
3. Examine the causes and prevalence of chronic and infectious diseases and describe prevention, maintenance, and treatment strategies
4. Describe the role of theory in health promotion, research, and practice to understand and change environmental and behavioral factors
5. Identify and critique the impact of health disparities in health behaviors, intervention strategies, community health policies, and access to quality healthcare
6. Critique cultural, legal, policy, and ethical factors that influence health status of individuals and populations
7. Use appropriate research and statistical tools and techniques to evaluate community health data related to outcomes, prevention, management, and treatment approaches
8. Identify culturally sensitive approaches to health communication with individuals, groups, communities, and populations
9. Develop and appraise community programs and interventions through assessment, planning, implementation, and evaluation
10. Practice team collaboration, leadership, and management skills in a variety of settings
11. Use effective written and oral skills to communicate with different populations within a given community
12. Create and deliver patient/client/community education

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 180 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable credits must be earned at Tacoma Community College.
- A cumulative grade point average of 2.00 in the coursework that is applied to the degree.

### APPLICATION REQUIREMENTS

- Associate degree in health (or 90 college level credits) or Associate degree (or 90 college level credits) in another subject with 1 year of healthcare experience
- Students may be admitted to the program, but must complete the following lower division courses with an earned grade of C or higher prior to taking 300 level CH courses: ENGL& 101 and MATH& 146

<b>COURSE REQUIREMENTS</b>		180.0
<b>COMMUNICATION (10 credits)</b>		10.0
ENGL& 101	English Composition I	5.0
ENGL 301	Professional Writing and Communication in Healthcare	5.0
<b>QUANTITATIVE SKILLS (5 credits)</b>		5.0
MATH& 146	Introduction to Statistics	5.0
<b>HUMANITIES (10 credits)</b>		10.0
PHIL 320	Ethical Decision Making	5.0
CMST 330	Health Communication	5.0
<b>SOCIAL SCIENCES (10 CREDITS)</b>		10.0
<i>Recommend to choose 10 credits from the following:</i>		10.0
PSYC& 100	General Psychology	5.0
PSYC& 200	Lifespan Psychology	5.0
PSYC 360	Health Psychology	5.0
SOC& 101	Introduction to Sociology	5.0
SOC& 201	Social Problems	5.0
<b>NATURAL SCIENCES (10 credits)</b>		10.0
<i>Recommend to select 10 credits from the following:</i>		10.0
ANTH& 205	Biological Anthropology	5.0
BIOL& 160	General Cell Biology	5.0
BIOL& 241	Human Anatomy and Physiology 1	5.0
BIOL& 242	Human Anatomy and Physiology 2	5.0
GEOG 205	Physical Geography	5.0
NUTR& 101	Human Nutrition	5.0
<b>COMMUNITY HEALTH CORE REQUIREMENTS (50 credits)</b>		50.0
CHP 300	Introduction to Community Health	5.0
CHP 305	Community Health Advocacy	5.0
CHP 310	Community Health Communications and Informatics	5.0
CHP 315	Health Policy, Law, and Ethics	5.0
CHP 320	Introduction to Epidemiology	5.0
CHP 325	Population Health and Wellness	5.0
CHP 330	Program Planning and Evaluation	5.0

CHP 335	Healthcare Research Methods	5.0
CHRC 420	Education in Healthcare	5.0
CHP 490	Community Health Professional Capstone	5.0
<b>COMMUNITY HEALTH PROFESSIONAL ELECTIVES (15 credits)</b>		<b>15.0</b>
Select 15 credits from the following list:		
CHP 340	Disaster Preparedness	5.0
CHP 360 (same as CHP 260)	Global Health	5.0
CHP 400	Environmental Health	5.0
CHP 410	Trauma as a Community Health Issue	5.0
CHP 430	Epidemics and Prevention	5.0
CHP 440	Health, Culture, and Diversity	5.0
CHRC 400	Tobacco and Nicotine Treatment	5.0
CHRC 410	Leadership for the Health Care Professional	5.0
<b>GENERAL COLLEGE LEVEL ELECTIVES (70 credits)</b>		<b>70.0</b>
<i>Any college-level course will meet these requirements. Recommend courses in health disciplines.</i>		
<i>General Electives should ideally include the following:</i>		
CU 103	Excel I	3.0
CU 203	Excel II	3.0
HIT 130	Medical Terminology I	3.0
<b>Students Considering Graduate Clinical Degrees</b>		
<i>Students pursuing graduate education in a clinical degree should work with a BAS faculty advisor for very specific course requirements. For applying to medical schools (M.D., D.O, D.M.D), one year of biology courses, one year of inorganic chemistry along with physics and pre-calculus should be considered. The following courses should be considered for pre-nurse practitioner, pre-physician assistant, or pre-physical therapy.</i>		
<b>HUMAN ANATOMY AND PHYSIOLOGY (10 credits)</b>		
BIOL& 241	Human Anatomy and Physiology 1	5.0
BIOL& 242	Human Anatomy and Physiology 2	5.0
<b>GENERAL BIOLOGY (10 credits)</b>		
BIOL& 160	General Cell Biology	5.0
BIOL& 222	Introduction to Cellular and Molecular Biology	5.0
<b>MICROBIOLOGY</b>		
BIOL& 260	General Microbiology	5.0
<b>CHEMISTRY (5 credits)</b>		
<i>One of the following:</i>		
CHEM& 110	Chemical Concepts w/lab	5.0
CHEM& 161	General Chemistry w/Lab I	5.0
CHEM& 262	Organic Chemistry w/Lab II	5.0
<b>STATISTICS (5 credits)</b>		
MATH& 146	Introduction to Statistics	5.0

*ENGLISH (10 credits)*

*10 credits from the following:*

ENGL& 101	English Composition I	5.0
ENGL& 102	Composition II: Argument and Persuasion	5.0
ENGL 103	Composition III: Writing about Literature	5.0
ENGL& 235	Technical Writing	5.0
ENGL 301	Professional Writing and Communication in Healthcare	5.0

Total: 180.0



# Bachelor of Applied Science Community Health Paramedicine

## Description

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This Bachelor of Applied Science degree will pair the clinical background of current health professionals with community health theory to provide clinicians who can make an immediate impact in their local communities.

The paramedicine degree will prepare current paramedics to work as a community paramedic. A Community Paramedic (CP) is an advanced paramedic that works to increase access to primary and preventative care and decrease use of emergency departments, which in turn decreases healthcare costs. Among other things, CPs may play a key role in providing follow-up services after a hospital discharge to prevent hospital readmission. CPs can provide health assessments, chronic disease monitoring and education, medication management, immunizations and vaccinations, laboratory specimen collection, hospital discharge follow-up care and minor medical procedures.

The integration of community health into the clinical background will create a well-rounded, holistic individual who possess not only clinical knowledge, but will see the larger issues surrounding the health of our local community to include social issues, legislation and reimbursement (population health), education of the public (primary prevention and patient education), and improving the quality of care (quality improvement) for our community health partners.

These professionals will be an asset to many different types of organizations to include hospitals, home health agencies, governmental agencies, public and community health agencies, insurance agencies, large physician practices, and private practice.

## Career Opportunities

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Health Educator, Medical and Health Services Manager, Community and Social Service Specialist, Community Health Worker, Social and Community Services Manager, Contact Tracer, Health project Associate, Research Assistant, Research Coordinator, Health Services Consultant (entry level) and Community Paramedic

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Identify and critique the influences of community health policies and practices on past, present, and future critical health issues of society
2. Identify the fundamental principles of community health to individual, community, and population health issues as well as disease incidence and prevalence
3. Examine the causes and prevalence of chronic and infectious diseases and describe prevention, maintenance, and treatment strategies
4. Describe the role of theory in health promotion, research, and practice to understand and change environmental and behavioral factors
5. Identify and critique the impact of health disparities in health behaviors, intervention strategies, community health policies, and access to quality healthcare
6. Critique cultural, legal, policy, and ethical factors that influence health status of individuals and populations
7. Use appropriate research and statistical tools and techniques to evaluate community health data related to outcomes, prevention, management, and treatment approaches
8. Identify culturally sensitive approaches to health communication with individuals, groups, communities, and populations
9. Develop and appraise community programs and interventions through assessment, planning, implementation, and evaluation
10. Practice team collaboration, leadership, and management skills in a variety of settings
11. Use effective written and oral skills to communicate with different populations within a given community
12. Create and deliver patient/client/community education

13. Demonstrate professional communication, teamwork, ethics, inquiry, and analysis, quantitative literacy, and diversity in pre-hospital practice
14. Apply advanced professional medical practices in pre-hospital settings

## Requirements

### DEGREE REQUIREMENTS

- A minimum of 180 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable credits must be earned at Tacoma Community College.
- A cumulative grade point average of 2.00 in the coursework that is applied to the degree.

### APPLICATION REQUIREMENTS

- Associate degree in health (or 90 college level credits) or Associate degree (or 90 college level credits) in another subject with 1 year of healthcare experience
- Students may be admitted to the program, but must complete the following lower division courses with an earned grade of C or higher prior to taking 300 level CH courses: ENGL& 101 and MATH& 146

<b>COURSE REQUIREMENTS</b>		180.0
<b>COMMUNICATION (10 credits)</b>		10.0
ENGL& 101	English Composition I	5.0
ENGL 301	Professional Writing and Communication in Healthcare	5.0
<b>QUANTITATIVE SKILLS (5 credits)</b>		5.0
MATH& 146	Introduction to Statistics	5.0
<b>HUMANITIES (10 credits)</b>		10.0
PHIL 320	Ethical Decision Making	5.0
CMST 330	Health Communication	5.0
<b>SOCIAL SCIENCES (10 credits)</b>		10.0
<i>Recommend to choose 10 credits from the following:</i>		
PSYC& 100	General Psychology	5.0
PSYC& 200	Lifespan Psychology	5.0
PSYC 360	Health Psychology	5.0
SOC& 101	Introduction to Sociology	5.0
SOC& 201	Social Problems	5.0
<b>NATURAL SCIENCES (10 credits)</b>		10.0
<i>Recommend to select 10 credits from the following:</i>		
ANTH& 205	Biological Anthropology	5.0
BIOL& 160	General Cell Biology	5.0
BIOL& 241	Human Anatomy and Physiology 1	5.0
BIOL& 242	Human Anatomy and Physiology 2	5.0
GEOG 205	Physical Geography	5.0
NUTR& 101	Human Nutrition	5.0
<b>COMMUNITY HEALTH CORE (50 credits)</b>		50.0
CHP 300	Introduction to Community Health	5.0
CHP 305	Community Health Advocacy	5.0
CHP 310	Community Health Communications and Informatics	5.0
CHP 315	Health Policy, Law, and Ethics	5.0
CHP 320	Introduction to Epidemiology	5.0
CHP 325	Population Health and Wellness	5.0
CHP 330	Program Planning and Evaluation	5.0

CHP 335	Healthcare Research Methods	5.0
CHRC 420	Education in Healthcare	5.0
CHPM 490	EMS Capstone	5.0
<b>COMMUNITY HEALTH PARAMEDICINE ELECTIVES (15 credits)</b>		<b>15.0</b>
<i>Select 15 credits from the following list:</i>		
CHPM 400	EMS Ethics and Leadership	5.0
CHPM 410	Emergency Management	5.0
CHPM 420	Injury Prevention	5.0
CHPM 430	Community Paramedicine	10.0
CHPM 440	Community Paramedicine Internship	5.0
CHPM 450	Critical Care Transport	10.0
CHPM 460	Critical Care Transport Internship	5.0
<b>GENERAL COLLEGE ELECTIVES (70 credits)</b>		<b>70.0</b>
<i>General Electives should include the following:</i>		
CU 103	Excel I	3.0
CU 203	Excel II	3.0
HIT 130	Medical Terminology I	3.0
<i>Students Considering Graduate Clinical Degrees</i>		
<b>HUMAN ANATOMY AND PHYSIOLOGY (10 credits)</b>		
BIOL& 241	Human Anatomy and Physiology 1	5.0
BIOL& 242	Human Anatomy and Physiology 2	5.0
<b>GENERAL BIOLOGY (10 credits)</b>		
BIOL& 160	General Cell Biology	5.0
BIOL& 222	Introduction to Cellular and Molecular Biology	5.0
<b>MICROBIOLOGY (5 credits)</b>		
BIOL& 260	General Microbiology	5.0
<b>CHEMISTRY (5 credits)</b>		
<i>One of the following:</i>		
CHEM& 110	Chemical Concepts w/lab	5.0
CHEM& 161	General Chemistry w/Lab I	5.0
CHEM& 262	Organic Chemistry w/Lab II	5.0
<b>STATISTICS (5 credits)</b>		
MATH& 146	Introduction to Statistics	5.0
<b>ENGLISH (10 credits)</b>		
<i>10 credits from the following:</i>		
ENGL& 102	Composition II: Argument and Persuasion	5.0
ENGL 103	Composition III: Writing about Literature	5.0
ENGL& 235	Technical Writing	5.0

Total: 180.0

# Bachelor of Applied Science In Community Health Respiratory Care

## Description

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The Community Health Bachelor Of Applied Science (BAS) degree prepares students for careers in health and wellness as well as illness and injury prevention. As healthcare changes its focus from Sick-care to well-care there is a growing demand for community health professionals. Jobs can be found in traditional healthcare settings, government agencies, non-profit organizations, academic institutions, health consulting and education companies, as well as insurance companies and employee wellness programs. TCC's new bachelor degree will prepare you for the new world of healthcare.

The Community Health bachelor degree pairs your healthcare background with public health theory and practice. The program explores community-based population health, prevention and education, quality improvement, cultural competency, outreach, assessment, health advocacy, and system navigation, and social determinants, which are increasingly recognized as a stronger predictor of health status.

This degree is specifically for current respiratory therapists.

## Career Opportunities

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Health Educator, Medical and Health Services Manager, Community and Social Service Specialist, Community Health Worker, Social and Community Services Manager, Contact Tracer, Health project Associate, Research Assistant, Research Coordinator, Health Services Consultant (entry level), Case Manager, and Quality Assurance.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Identify and critique the influences of community health policies and practices on past, present, and future critical health issues of society
2. Identify the fundamental principles of community health to individual, community, and population health issues as well as disease incidence and prevalence
3. Examine the causes and prevalence of chronic and infectious diseases and describe prevention, maintenance, and treatment strategies
4. Describe the role of theory in health promotion, research, and practice to understand and change environmental and behavioral factors
5. Identify and critique the impact of health disparities in health behaviors, intervention strategies, community health policies, and access to quality healthcare
6. Critique cultural, legal, policy, and ethical factors that influence health status of individuals and populations
7. Use appropriate research and statistical tools and techniques to evaluate community health data related to outcomes, prevention, management, and treatment approaches
8. Identify culturally sensitive approaches to health communication with individuals, groups, communities, and populations
9. Develop and appraise community programs and interventions through assessment, planning, implementation, and evaluation
10. Practice team collaboration, leadership, and management skills in a variety of settings
11. Use effective written and oral skills to communicate with different populations within a given community
12. Create and deliver patient/client/community education
13. Demonstrate behavior consistent with advanced-level respiratory therapists
14. Apply and evaluate clinical information relevant to the role of an advanced-level respiratory therapist

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 180 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable credits must be earned at Tacoma Community College.
- A cumulative grade point average of 2.00 in the coursework that is applied to the degree.

### APPLICATION REQUIREMENTS

- Associate degree in health (or 90 college level credits) or Associate degree (or 90 college level credits) in another subject with 1 year of healthcare experience
- Students may be admitted to the program, but must complete the following lower division courses with an earned grade of C or higher prior to taking 300 level CH courses: ENGL& 101 and MATH& 146
- Students must hold a current Registered Respiratory Therapy (RRT) credential

<b>COURSE REQUIREMENTS</b>	180.0
<b>COMMUNICATION (10 credits)</b>	10.0
ENGL& 101      English Composition I	5.0
ENGL 301      Professional Writing and Communication in Healthcare	5.0
<b>QUANTITATIVE SKILLS (5 credits)</b>	5.0
MATH& 146      Introduction to Statistics	5.0
<b>HUMANITIES (10 credits)</b>	10.0
PHIL 320      Ethical Decision Making	5.0
CMST 330      Health Communication	5.0
<b>SOCIAL SCIENCES (10 credits)</b>	10.0
<i>Recommend to choose 10 credits from the following</i>	10.0
PSYC& 100      General Psychology	5.0
PSYC& 200      Lifespan Psychology	5.0
PSYC 360      Health Psychology	5.0
SOC& 101      Introduction to Sociology	5.0
SOC& 201      Social Problems	5.0
<b>NATURAL SCIENCE (10 credits)</b>	10.0
<i>Recommend to select 10 credits from the following:</i>	10.0
ANTH& 205      Biological Anthropology	5.0
BIOL& 160      General Cell Biology	5.0
BIOL& 241      Human Anatomy and Physiology 1	5.0
BIOL& 242      Human Anatomy and Physiology 2	5.0
GEOG 205      Physical Geography	5.0
NUTR& 101      Human Nutrition	5.0
<b>COMMUNITY HEALTH CORE REQUIREMENTS (50 credits)</b>	50.0
CHP 300      Introduction to Community Health	5.0
CHP 305      Community Health Advocacy	5.0
CHP 310      Community Health Communications and Informatics	5.0
CHP 315      Health Policy, Law, and Ethics	5.0
CHP 320      Introduction to Epidemiology	5.0
CHP 325      Population Health and Wellness	5.0

CHP 330	Program Planning and Evaluation	5.0
CHP 335	Healthcare Research Methods	5.0
CHRC 420	Education in Healthcare	5.0
CHRC 490	Advanced Respiratory Care Capstone	5.0
<b>COMMUNITY HEALTH RESPIRATORY CARE ELECTIVES (15 credits)</b>		<b>15.0</b>
Select 15 credits from the following list:		
CHRC 400	Tobacco and Nicotine Treatment	5.0
CHRC 410	Leadership for the Health Care Professional	5.0
CHRC 430	Advanced Patient Care	5.0
<b>GENERAL COLLEGE LEVEL ELECTIVES (70 credits)</b>		<b>70.0</b>
<i>Any college-level course will meet these requirements. Recommend courses in health disciplines.</i>		
<i>General Electives should ideally include the following:</i>		
CU 103	Excel I	3.0
CU 203	Excel II	3.0
HIT 130	Medical Terminology I	3.0
<i>Students Considering Graduate Clinical Degrees</i>		
<i>Students pursuing graduate education in a clinical degree should work with a BAS faculty advisor for very specific course requirements. For applying to medical schools (M.D., D.O, D.M.D), one year of biology courses, one year of inorganic chemistry along with physics and pre-calculus should be considered. The following courses should be considered for pre-nurse practitioner, pre-physician assistant, or pre-physical therapy.</i>		
<i>Human Anatomy and Physiology (10 credits)</i>		
BIOL& 241	Human Anatomy and Physiology 1	5.0
BIOL& 242	Human Anatomy and Physiology 2	5.0
<i>General Biology (10 credits)</i>		
BIOL& 160	General Cell Biology	5.0
BIOL& 222	Introduction to Cellular and Molecular Biology	5.0
<i>Microbiology (5 credits)</i>		
BIOL& 260	General Microbiology	5.0
<i>Chemistry (5 credits)</i>		
<i>One of the following:</i>		
CHEM& 110	Chemical Concepts w/lab	5.0
CHEM& 161	General Chemistry w/Lab I	5.0
CHEM& 262	Organic Chemistry w/Lab II	5.0
<i>Statistics (5 credits)</i>		
MATH& 146	Introduction to Statistics	5.0
<i>English (10 credits)</i>		
<i>10 credits from the following:</i>		
ENGL& 102	Composition II: Argument and Persuasion	5.0
ENGL 103	Composition III: Writing about Literature	5.0
ENGL& 235	Technical Writing	5.0

# Bachelor of Applied Science Community Health - Premedical Pathway

## Description

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This Bachelor of Applied Science degree will pair the clinical background of current health professionals with community health theory to provide clinicians who can make an immediate impact in their local communities.

The Community Health Professional BAS degree will take clinical knowledge and augment it with the addition of community health factors to include population health, primary prevention, patient education, and quality improvement.

The integration of community health into the clinical background will create a well-rounded, holistic individual who possess not only clinical knowledge, but will see the larger issues surrounding the health of our local community to include social issues, legislation and reimbursement (population health), education of the public (primary prevention and patient education), and improving the quality of care (quality improvement) for our community health partners.

These professionals will be an asset to many different types of organizations to include hospitals, home health agencies, governmental agencies, public and community health agencies, insurance agencies, large physician practices, and private practice.

### Students Considering Graduate Clinical Degrees

Students pursuing graduate education in a clinical degree should work with a BAS faculty advisor for very specific course requirements. For applying to medical schools (M.D., D.O, D.M.D), one year of biology courses, one year of inorganic chemistry along with physics and pre-calculus should be considered. The following courses should be considered for pre-nurse practitioner, pre-physician assistant, or pre-physical therapy.

## Career Opportunities

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Health Educator, Medical and Health Services Manager, Community and Social Service Specialist, Community Health Worker, Social and Community Services Manager, Contact Tracer, Health project Associate, Research Assistant, Research Coordinator, and Health Services Consultant (entry level).

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Identify and critique the influences of community health policies and practices on past, present, and future critical health issues of society
2. Identify the fundamental principles of community health to individual, community, and population health issues as well as disease incidence and prevalence
3. Examine the causes and prevalence of chronic and infectious diseases and describe prevention, maintenance, and treatment strategies
4. Describe the role of theory in health promotion, research, and practice to understand and change environmental and behavioral factors
5. Identify and critique the impact of health disparities in health behaviors, intervention strategies, community health policies, and access to quality healthcare
6. Critique cultural, legal, policy, and ethical factors that influence health status of individuals and populations
7. Use appropriate research and statistical tools and techniques to evaluate community health data related to outcomes, prevention, management, and treatment approaches
8. Identify culturally sensitive approaches to health communication with individuals, groups, communities, and populations
9. Develop and appraise community programs and interventions through assessment, planning, implementation, and evaluation



10. Practice team collaboration, leadership, and management skills in a variety of settings
11. Use effective written and oral skills to communicate with different populations within a given community
12. Create and deliver patient/client/community education

## Requirements

### DEGREE REQUIREMENTS

- A minimum of 180 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable credits must be earned at Tacoma Community College.
- A cumulative grade point average of 2.00 in the coursework that is applied to the degree.

### APPLICATION REQUIREMENTS

- Associate degree in health (or 90 college level credits) or Associate degree (or 90 college level credits) in another subject with 1 year of healthcare experience
- Students may be admitted to the program, but must complete the following lower division courses with an earned grade of C or higher prior to taking 300 level CH courses: ENGL& 101 and MATH& 146

<b>COURSE REQUIREMENTS</b>		180.0
<b>COMMUNICATION (10 credits)</b>		10.0
ENGL& 101	English Composition I	5.0
ENGL 301	Professional Writing and Communication in Healthcare	5.0
<b>QUANTITATIVE SKILLS (5 credits)</b>		5.0
MATH& 146	Introduction to Statistics	5.0
<b>HUMANITIES (10 credits)</b>		10.0
PHIL 320	Ethical Decision Making	5.0
CMST 330	Health Communication	5.0
<b>SOCIAL SCIENCES (10 CREDITS)</b>		10.0
<i>Recommend to choose 10 credits from the following:</i>		10.0
PSYC& 100	General Psychology	5.0
PSYC& 200	Lifespan Psychology	5.0
PSYC 360	Health Psychology	5.0
SOC& 101	Introduction to Sociology	5.0
SOC& 201	Social Problems	5.0
<b>NATURAL SCIENCES (10 credits)</b>		10.0
<i>Recommend to select 10 credits from the following:</i>		10.0
ANTH& 205	Biological Anthropology	5.0
BIOL& 160	General Cell Biology	5.0
BIOL& 241	Human Anatomy and Physiology 1	5.0
BIOL& 242	Human Anatomy and Physiology 2	5.0
GEOG 205	Physical Geography	5.0
NUTR& 101	Human Nutrition	5.0
<b>COMMUNITY HEALTH CORE REQUIREMENTS (50 credits)</b>		50.0
CHP 300	Introduction to Community Health	5.0
CHP 305	Community Health Advocacy	5.0
CHP 310	Community Health Communications and Informatics	5.0

CHP 315	Health Policy, Law, and Ethics	5.0
CHP 320	Introduction to Epidemiology	5.0
CHP 325	Population Health and Wellness	5.0
CHP 330	Program Planning and Evaluation	5.0
CHP 335	Healthcare Research Methods	5.0
CHRC 420	Education in Healthcare	5.0
CHP 490	Community Health Professional Capstone	5.0
<b>COMMUNITY HEALTH ELECTIVES (15 credits)</b>		<b>15.0</b>
Select 15 credits from the following list:		
CHP 340	Disaster Preparedness	5.0
CHP 360 (same as CHP 260)	Global Health	5.0
CHP 400	Environmental Health	5.0
CHP 410	Trauma as a Community Health Issue	5.0
CHP 430	Epidemics and Prevention	5.0
CHP 440	Health, Culture, and Diversity	5.0
CHRC 400	Tobacco and Nicotine Treatment	5.0
CHRC 410	Leadership for the Health Care Professional	5.0
<b>GENERAL COLLEGE LEVEL ELECTIVES (70)</b>		<b>70.0</b>
<i>Any college-level course will meet these requirements. Recommend courses in health disciplines.</i>		
<i>General Electives should ideally include the following:</i>		
CU 103	Excel I	3.0
CU 203	Excel II	3.0
HIT 130	Medical Terminology I	3.0
<b>Students Considering Graduate Clinical Degrees</b>		
<i>Students pursuing graduate education in a clinical degree should work with a BAS faculty advisor for very specific course requirements. For applying to medical schools (M.D., D.O, D.M.D), one year of biology courses, one year of inorganic chemistry along with physics and pre-calculus should be considered. The following courses should be considered for pre-nurse practitioner, pre-physician assistant, or pre-physical therapy.</i>		
<b>HUMAN ANATOMY AND PHYSIOLOGY (10 credits)</b>		
BIOL& 241	Human Anatomy and Physiology 1	5.0
BIOL& 242	Human Anatomy and Physiology 2	5.0
<b>GENERAL BIOLOGY (10 credits)</b>		
BIOL& 160	General Cell Biology	5.0
BIOL& 222	Introduction to Cellular and Molecular Biology	5.0
<b>MICROBIOLOGY</b>		
BIOL& 260	General Microbiology	5.0
<b>CHEMISTRY (5 credits)</b>		
<i>One of the following:</i>		
CHEM& 110	Chemical Concepts w/lab	5.0
CHEM& 161	General Chemistry w/Lab I	5.0

CHEM& 262	Organic Chemistry w/Lab II	5.0
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*STATISTICS (5 credits)*

MATH& 146	Introduction to Statistics	5.0
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*ENGLISH (10 credits)*

*10 credits from the following:*

ENGL& 101	English Composition I	5.0
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ENGL& 102	Composition II: Argument and Persuasion	5.0
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ENGL 103	Composition III: Writing about Literature	5.0
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ENGL& 235	Technical Writing	5.0
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ENGL 301	Professional Writing and Communication in Healthcare	5.0
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Total: 180.0

# Bachelor of Applied Science in Health Information Management

## Description

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This applied baccalaureate degree in Health Information Management brings together theory and practice and prepares graduates to work effectively in the increasingly integrated and technologically complex Health Information Management career field. This degree is appropriate for graduates of medical administrative (e.g. Health Information Technology, Medical Billing, Health Informatics, Administrative Medical Assistant, etc.), clinical practice (e.g., nursing, respiratory care, radiology science, etc), or business related associate degrees who wish to advance their career to the baccalaureate level.

The HIM program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education ([CAHIIM](#)). Graduates are eligible to sit for the Registered Health Information Administrator (RHIA) national credential exam.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Evaluate and manage strategies, policies, and procedures surrounding health record content, data management & integrity, information governance, and clinical classification systems. (\*CC 1)
2. Recommend systems to ensure the protection of health information, including privacy and security strategies, retention standards, and regulatory compliance. (\*CC 2)
3. Analyze and Interpret data and implement technology used in informatics, to include analytics, health care statistics, research methodologies, database management, and health information exchange. (\*CC 3)
4. Manage the revenue life cycle through reimbursement processes that ensure compliance with regulatory requirements, coding guidelines and payment systems. (\*CC 4)
5. Interpret policies and procedures for compliance with local, state and federal laws to include HIPAA, accreditation, licensing and certification, fraud surveillance, quality improvement and risk management. (\*CC 5)
6. Evaluate and integrate culturally responsive and diverse practices, policies and procedures that support successful leadership in the areas of change management, work design, process improvement, human resource management, training and development, strategic and organizational management, financial management, project management, vendor/contract management, and enterprise information management. (\*CC 6)

## Requirements

### DEGREE COMPLETION REQUIREMENTS

- A minimum of 180 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable credits must be earned at Tacoma Community College.
- A cumulative grade point average of 2.00 in the coursework that is applied to the degree.

### APPLICATION REQUIREMENTS

*Please note, there is no expiration date for previous degree or coursework requirements. However, the health care industry is constantly changing. If your coursework took place over five years ago and you do not have industry experience, you may wish to either retake an Associate degree level course or do self-study to ensure you have the appropriate knowledge base to successfully move forward with your studies.*

Students are eligible to apply for entry into the HIM BAS program by meeting the following:

- At least 1 year of work experience in a healthcare or business environment

#### **AND**

- Associate Degree in a health-related field or business-related field, from an accredited institution with a cumulative GPA of 2.5 and a minimum of 2.0 in all applicable college courses

#### **OR**

- At least 90 college-level credits from an accredited institution with a cumulative GPA of 2.5 and a minimum of 2.0 in all applicable college courses

Students may be admitted to the program prior to completion of 90 credits, but must complete the following courses with an earned grade of C or higher prior to taking 300 level HIM courses:

- ENGL& 101 English Composition
- BIOL& 175 Human Anatomy & Physiology
- HIT 160 Pathophysiology
- MATH& 146 Introduction to Statistics
- CU 203 Excel II

### Preferred Course Work

Preferred course work to include the following topics

- Healthcare Systems
- The Medical Record
- Healthcare Data
- Health Statistics and Research
- Terminologies, Nomenclatures and Payment Methodologies
- Medical Coding

Students who have not completed coursework in these areas will be required to complete individual study of these topics prior to beginning HIM core curriculum. (arrangements made through HIM Advisor)

<b>COURSE REQUIREMENTS</b>		180.0
<b>COMMUNICATION</b>		10.0
ENGL& 101	English Composition I	5.0
ENGL 301	Professional Writing and Communication in Healthcare	5.0
<b>QUANTITATIVE SKILLS</b>		5.0

MATH& 146	Introduction to Statistics	5.0
<b>HUMANITIES</b>		<b>10.0</b>
PHIL 320	Ethical Decision Making	5.0
<b>CHOOSE AN ADDITIONAL 5 CREDITS OF COMMUNICATION</b>		<b>5.0</b>
Recommend choosing from the following:		
CMST 110	Multicultural Communication	5.0
CMST& 210	Interpersonal Communication	5.0
CMST 320	Professional and Organizational Communication	5.0
<b>SOCIAL SCIENCES</b>		<b>10.0</b>
PSYC 301	Fundamentals of Research for Healthcare	5.0
<b>CHOOSE AN ADDITIONAL 5 CREDITS OF SOCIAL SCIENCE</b>		<b>5.0</b>
Recommend choosing from the following:		
PSYC& 100	General Psychology	5.0
PSYC& 220	Abnormal Psychology	5.0
PSYC 360	Health Psychology	5.0
SOC 262	Race and Ethnic Relations	5.0
<b>NATURAL SCIENCES</b>		<b>10.0</b>
BIOL& 175	Human Biology w/Lab	5.0
HIT 160	Pathophysiology	5.0
<b>HIM BAS CORE REQUIREMENTS</b>		<b>63.0</b>
LS 301	Research Skills for BAS	2.0
HIM 301	Foundations in Health Information	5.0
HIM 315	Health Law	3.0
HIM 320	Information Protection	3.0
HIM 325	Health Data Structure & Quality	5.0
HIM 330	Classifications and Coding	5.0
HIM 335	Organizational Management in Healthcare	5.0
HIM 415	Foundations of Data, Data Analytics and Data Visualization	5.0
HIM 425	Information Governance	5.0
HIM 435	Revenue Cycle Management	5.0
HIM 445	Applied Data, Data Analytics and Data Visualization	5.0
HIM 465	Health Compliance	5.0
HIM 475	Leadership in Healthcare	5.0
HIM 485	Capstone/Internship	5.0
<b>COLLEGE LEVEL ELECTIVE COURSES</b>		<b>72.0</b>
<i>Elective courses can include any college level course. Students will work with advisors to choose appropriate classes based on their previous education and work experience. Topics should include the following:</i>		
CU 103	Excel I	3.0
CU 110	Access I	2.0
CU 203	Excel II	3.0
CU 210	Access II	3.0
HIT 105	Comprehensive Medical Terminology	5.0

HIT 130	Medical Terminology I	3.0
HIT 141	Introduction to ICD-10-CM Coding	5.0
HIT 145	Healthcare Statistics	2.0
HIT 159	Domain Connections: Information Protection	1.0
HIT 199	Domain Connections: Data Structure and Content	1.0
HIT 169	Domain Connections: Informatics and Analytics	1.0
HIM 290	Introduction to Medical Coding	5.0
HIT 221	Introduction to ICD-10-PCS/Inpatient Coding	5.0
HIT 239	Domain Connections: Revenue Cycle Management	1.0
HIT 249	Professional Development for HIM Careers	1.0
HIM 295	Computer Concepts for Health Information	2.0
HIM 299	Individual Study in HIM	1.0-6.0
IT 246	Database Implementation	5.0
MO 159	Beginning Outpatient Px Coding	3.0

Total: 180.0

# **Bachelor of Applied Science in IT Networking: Information Systems and Technology**



## Description

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The widespread adoption of technology into every aspect of daily life has fueled the rapid and continued growth of a wide range of Information Technology careers. Many of these new positions require bachelor's degrees. Additionally, many current IT professionals require additional training to further their career and can accomplish this through the pursuit of a BAS in Information Technology Networking – Information Systems and Technology (ITN-IST) from Tacoma Community College.

TCC's ITN-IST BAS degree provides holistic education enabling graduates to meet the needs of a broad scope of high demand technical skills that area employers desperately need. The program will focus on security, networking, and databases with emphasis on highly desirable industry certifications, ethical behavior, diversity and equity, and soft skills.

While professionals with information technology degrees could work in any number of fields, TCC's attention is focused on occupational classifications that most closely reflect natural pathways of networking for graduates of our ITN-IST degree. Jobs included in this classification would include Computer Systems Analysts, Information Security Analysts, Database Administrators, Network and Computer Systems Administrators, and Computer Network Architects.

## Career Opportunities

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While professionals with information technology degrees could work in any number of fields, TCC's attention is focused on occupational classifications that most closely reflect natural pathways of networking for graduates of our ITN-IST degree. Jobs in this classification would include Computer Systems Analysts, Information Security Analysts, Database Administrators, Network and Computer Systems Administrators, and Computer Network Architects.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Formulate an understanding of the value of diversity and community as it relates to technology fields with attention to the dynamics of power and privilege.
2. Adapt emerging technologies to improve business process and eliminate security vulnerabilities.
3. Develop realistic and comprehensive project plans, identify risk areas, monitor the plans, and deal with problems through appropriate use of project management techniques.
4. Classify access levels and fair use policies, recommend acceptable resolutions of ethical issues and dilemmas to improve organizational outcomes.
5. Analyze data to solve problems, explain performance, make decisions, and identify opportunities.
6. Investigate and mitigate threats to network infrastructure and data and provide adequate countermeasures.
7. Evaluate and implement effective communication across all levels of the organization and to diverse audiences using language, tools, concepts and ethical technology principles necessary to achieve desired outcomes.
8. Design policies that support data integrity, confidentiality, availability, and security within the organizational structure.
9. Improve ethical behaviors, innovation and critical thinking, teamwork, and technical proficiency commensurate with duties of an information technology professional.
10. Analyze, evaluate, and implement decision-making strategies applying analytical tools, information systems and emerging technologies.



# Requirements

## DEGREE REQUIREMENTS

- A minimum of 180 quarter credit hours in courses numbered 100 or above.
- At least 25% of the applicable credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the degree.

## APPLICATION REQUIREMENTS

Students are eligible to apply for entry into the ITN-IST BAS program by meeting one of the following.

- Associate Degree in Networking and Cyber Security, from an regionally accredited institution with a cumulative GPA of 2.5 and a minimum of 2.0 in all applicable college courses
- Associate Degree in any field from an regionally accredited institution with a cumulative GPA of 2.5 and a minimum of 2.0 in all applicable college courses AND
  - A+ certificate or equivalent
  - Network + certification or equivalent
- At least 90 college level credits from an regionally accredited institution with a cumulative GPA of 2.5 and a minimum of 2.0 in all applicable college courses AND
  - A+ certificate or equivalent
  - Network + certification or equivalent
- English 101 - English Composition.
  - you can apply to the program prior to this being completed HOWEVER it must be completed prior to taking any 300 level IT courses.

**Please Note:** While we do not have a limit on how long ago your degree and/or courses were completed, the IT industry is constantly changing. If your coursework was over 5 years ago and you do not have industry experience, then you may benefit by either retaking an Associate degree level course OR do self study to ensure you have the appropriate knowledge base.

## PREFERRED COURSEWORK

The following courses are preferred to be completed prior to entry into the program. However, you may be admitted to the program and work on them concurrently with your IT BAS courses. While these courses may be taken after entry to the program, they may be required before admission into specific IT BAS courses. All of the following courses are required for graduation from the BAS program. You will work closely with your IT BAS advisor to ensure you take the courses in the correct sequence.

- Completion of college level business math or higher ( i.e.; BUS 110)
- Math Statistics (5 credits) (may be accepted without as long as completed prior to IT 400 level courses)
- General Education Courses should include a minimum of:
  - English 101 or equivalent (5 credits) (required prior to entering any 300 level IT course)
  - CMST& 101 (or other Humanities distribution) (5 credits)
  - General Electives (15 credits)

COURSE REQUIREMENTS		180.0
COMMUNICATION		10.0
ENGL& 101	English Composition I	5.0

CMST 320	Professional and Organizational Communication	5.0
<b>QUANTITATIVE SKILLS</b>		<b>5.0</b>
MATH& 146	Introduction to Statistics	5.0
<b>HUMANITIES</b>		<b>10.0</b>
PHIL 320	Ethical Decision Making	5.0
<i>Select an additional 5 credits from Humanities Section of the Approved Distribution Course List.</i>		<b>5.0</b>
Recommend to choose from the following:		
CMST 110	Multicultural Communication	5.0
CMST& 101	Introduction to Communication	5.0
CMST& 210	Interpersonal Communication	5.0
CMST& 220	Public Speaking	5.0
PHIL& 101	Introduction to Philosophy	5.0
<b>SOCIAL SCIENCES</b>		<b>10.0</b>
<i>Select 10 credits from Social Science Section of the Approved Distribution Course List.</i>		<b>10.0</b>
Recommend choosing from the following:		
BUS& 201	Business Law	5.0
POLS& 202	American Government	5.0
PSYC& 100	General Psychology	5.0
SOC& 101	Introduction to Sociology	5.0
SOC& 201	Social Problems	5.0
SOC 262	Race and Ethnic Relations	5.0
<b>NATURAL SCIENCES</b>		<b>10.0</b>
<i>Select 10 credits from the Natural Science Section of the Approved Distribution Course List.</i>		<b>10.0</b>
Recommended to choose from the following:		
GEOG 210	Maps, GIS and the Environment	5.0
ENVS& 101	Introduction to Environmental Science	5.0
<b>IT BAS CORE REQUIREMENTS</b>		<b>55.0</b>
IT 301	Scripting and Programming for Network Administration	5.0
IT 302	Emerging Communication Technology	3.0
LS 301	Research Skills for BAS	2.0
IT 305	Remote and Virtualized Platforms	5.0
IT 321	Advanced Information and Data Security	5.0
IT 322	Forensics I	5.0
IT 361	Cloud Computing	5.0
IT 418	Advanced Technology Integration	5.0
IT 421	Cyber Operations	5.0
IT 441	DATA SCIENCE AND BIG DATA ANALYTICS	5.0
IT 461	Advanced Routing and Switching	5.0
IT 481	Information Systems Capstone	5.0
<b>COLLEGE LEVEL ELECTIVE COURSES</b>		<b>80.0</b>

Any college-level course will meet these requirements. Recommend courses in the following disciplines: IT, Business, Technical Writing, Communication, Ethics/Human Relations, Leadership/Management

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Total: 180.0

## Certificates

### Accounting Office Associate Certificate (Accounting)

#### Description

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Prepares students for entry-level general accounting employment in office support positions.

#### Career Opportunities

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Designed for graduates seeking entry-level employment in general accounting office support positions.

#### Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Generate accurate financial statements for a company and communicate a company's financial position
2. Simulate an accounting department (group process) to prepare accounting documents using automated software to record business transactions for an entity or tax agency, and integrate current regulations
3. Demonstrate analysis of existing documentation to verify the accuracy of information for an entity and perform necessary reconciliations

#### Requirements

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##### CERTIFICATE COMPLETION REQUIREMENTS

- At least 25% of the applicable credits must be earned at Tacoma Community College
- A cumulative grade point average of 2.00 in the coursework applied to the certificate

COURSE COMPLETION REQUIREMENTS		15.0
		5.0
CU 105	Word I & Excel I	5.0
Choose One		5.0
BUS 164	Leadership and Human Relations	5.0
OR		
PSYC& 100	General Psychology	5.0

If you are planning to complete a transfer degree, recommend taking PSYC& 100 and talking to your advisor

Total: 15.0

### Assistant Bookkeeping Clerk Certificate (Accounting)

## Description

Prepares students for entry level positions as assistant clerks in accounts payable or accounts receivable.

To complete the Assistant Bookkeeping Clerk certificate, students must first complete the Accounting Office Associate certificate.

## Career Opportunities

Prepares students for entry level positions as assistant clerks in accounts payable or accounts receivable. To complete the Assistant Bookkeeping Clerk certificate, students must first complete the Accounting Office Associate certificate.

## Learning Outcomes

Upon the successful completion of this program, students should be able to:

1. Generate accurate financial statements for a company and communicate a company's financial position
2. Simulate an accounting department (group process) to prepare accounting documents using automated software to record business transactions for an entity or tax agency, and integrate current regulations
3. Demonstrate analysis of existing documentation to verify the accuracy of information for an entity and perform necessary reconciliations

## Requirements

### CERTIFICATE COMPLETION REQUIREMENTS

- At least 25% of the applicable credits must be earned at Tacoma Community College
- A cumulative grade point average of 2.00 in the coursework applied to the certificate

<b>COURSE COMPLETION REQUIREMENTS</b>		30.0
<i>To complete the Assistant Bookkeeping Clerk certificate, you must first complete the Accounting Office Associate certificate.</i>		15.0
<i>Accounting Office Associate Certificate Requirements</i>		15.0
ACCT 101	Practical Accounting I	5.0
CU 105	Word I & Excel I	5.0
<i>Choose One</i>		5.0
BUS 164	Leadership and Human Relations	5.0
OR		
PSYC& 100	General Psychology	5.0
If you are planning to complete a transfer degree, recommend taking PSYC& 100 and talking to your advisor		

<i>Additional Core Requirements to Complete the Assistant Bookkeeping Clerk Certificate</i>		15.0
ACCT& 201	Principles of Accounting I	5.0
ENGL& 101	English Composition I	5.0
<i>Choose One</i>		5.0
BUS 110	Business Math	5.0
OR		

MATH 147                      College Algebra for Business and Economics                      5.0  
If you are planning to complete a transfer degree, recommend taking MATH 147 and talking to your advisor

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Total: 30.0

# Bookkeeping Systems Certificate (Accounting)

## Description

Prepares students for entry-level positions as accounts payable clerks, accounts receivable clerks and payroll assistants. To complete the Bookkeeping Systems Certificate, students must first complete the Assistant Bookkeeping Clerk Certificate.

To complete the Bookkeeping Systems Certificate, students must first complete the Assistant Bookkeeping Clerk Certificate

## Career Opportunities

Prepares students for entry-level positions as accounts payable clerks, accounts receivable clerks and payroll assistants. To complete the Bookkeeping Systems Certificate, students must first complete the Assistant Bookkeeping Clerk Certificate.

## Learning Outcomes

Upon the successful completion of this program, students should be able to:

1. Generate accurate financial statements for a company and communicate a company's financial position
2. Simulate an accounting department (group process) to prepare accounting documents using automated software to record business transactions for an entity or tax agency, and integrate current regulations
3. Demonstrate analysis of existing documentation to verify the accuracy of information for an entity and perform necessary reconciliations

## Requirements

### CERTIFICATE COMPLETION REQUIREMENTS

- At least 25% of the applicable credits must be earned at Tacoma Community College
- A cumulative grade point average of 2.00 in the coursework applied to the certificate

<b>COURSE COMPLETION REQUIREMENTS</b>	45.0
<i>To complete the Assistant Bookkeeping Clerk certificate, you must first complete the Accounting Office Associate certificate and the Assistant Bookkeeping Clerk Certificate</i>	30.0
<i>Accounting Office Associate Certificate Requirements</i>	15.0
ACCT 101      Practical Accounting I	5.0
CU 105      Word I & Excel I	5.0
<i>Choose One</i>	5.0
BUS 164      Leadership and Human Relations	5.0
OR	
PSYC& 100      General Psychology	5.0
If you are planning to complete a transfer degree, recommend taking PSYC& 100 and talking to your advisor	
<i>Assistant Bookkeeping Clerk Certificate Requirements</i>	15.0
ACCT& 201      Principles of Accounting I	5.0
ENGL& 101      English Composition I	5.0



<i>Choose One</i>		5.0
BUS 110	Business Math	5.0
OR		
MATH 147	College Algebra for Business and Economics	5.0
If you are planning to complete a transfer degree, recommend taking MATH 147 and talking to your advisor		

<i>Additional Core Requirements to Complete the Bookkeeping Systems Certificate</i>		15.0
ACCT 145	Payroll And Business Taxes	5.0
BUS 280	Career Readiness Skills	2.0
CMST& 101	Introduction to Communication	5.0
CU 203	Excel II	3.0

ACCT 145 may be used for the CPA exam's fifth year requirement

Total: 45.0

## Computerized Accounting Certificate (Accounting)

### Description

Specialized Accounting Certificates are designed for individuals who are currently employed in the workforce and returning to school to enhance or update skills for the accounting industry.

The Computerized Accounting Certificate is designed to gain knowledge and skills about application programs commonly used in the accounting industry.

### Learning Outcomes

Upon the successful completion of this program, students should be able to:

1. Generate accurate financial statements for a company and communicate a company's financial position
2. Simulate an accounting department (group process) to prepare accounting documents using automated software to record business transactions for an entity or tax agency, and integrate current regulations
3. Demonstrate analysis of existing documentation to verify the accuracy of information for an entity and perform necessary reconciliations

### Requirements

#### CERTIFICATE COMPLETION REQUIREMENTS

- At least 25% of the applicable credits must be earned at Tacoma Community College.
- A cumulative grade point average of 2.00 in the coursework that is applied to the certificate

<i>ADMISSION REQUIREMENTS: COURSEWORK FOR ENTRY</i>		
CU 091	Introduction To The Keyboard	2.0
HD 101	Student Success Seminar	3.0
CU 100	Introduction to Practical Computing	2.0

<i>Core Requirements</i>		13.0
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ACCT 165	Accounting with Sage	5.0
ACCT 175	Accounting with QuickBooks	5.0
CU 203	Excel II	3.0

Total: 13.0

## Tax Preparation Certificate (Accounting)

### Description

Specialized Accounting Certificates are designed for individuals who are currently employed in the workforce and returning to school to enhance or update skills for the accounting industry.

The Tax Preparation Certificate is designed to gain knowledge and skills about income, payroll and business taxes. It also covers preparation of payroll checks and related documents.

### Learning Outcomes

Upon the successful completion of this program, students should be able to:

1. Generate accurate financial statements for a company and communicate a company's financial position
2. Simulate an accounting department (group process) to prepare accounting documents using automated software to record business transactions for an entity or tax agency, and integrate current regulations
3. Demonstrate analysis of existing documentation to verify the accuracy of information for an entity and perform necessary reconciliations

### Requirements

#### CERTIFICATE COMPLETION REQUIREMENTS

- At least 25% of the applicable credits must be earned at Tacoma Community College
- A cumulative grade point average of 2.00 in the coursework applied to the certificate

<b>ADMISSION REQUIREMENTS: COURSEWORK FOR ENTRY</b>		
CU 091	Introduction To The Keyboard	2.0
CU 100	Introduction to Practical Computing	2.0
HD 101	Student Success Seminar	3.0
<b>COURSE COMPLETION REQUIREMENTS</b>		<b>15.0</b>
ACCT 145	Payroll And Business Taxes	5.0
ACCT 250	Federal Income Tax	5.0
ACCT 290	Work Internship	5.0

Total: 15.0

# Customer Service Certificate (Business)

## Description

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Prepares students to deliver consistently superior customer service, both internally and externally.

## Career Opportunities

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TCC's Business program prepares students for employment in a wide variety of business environments and leads to an Associate in Applied Science degree. The program's structure is progressive, leading to four levels of achievement related to increasing levels of job responsibility.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Be able to identify, select, communicate, and implement sound and appropriate business management or logistic concepts, strategies, and best practices in the pursuit of effective and efficient business operations
2. Demonstrate an ability to critically evaluate, problem solve, make and communicate effective decisions about business or logistic situations
3. Display effective interpersonal communication; leadership; motivation; and team dynamics skills in their interactions with others
4. Communicate effectively about business management or logistic issues, including the demonstration of competence with a wide variety of electronic tools to research, analyze, manage, and present information orally and in writing
5. Consistently apply, role model, and communicate high standards of ethical judgment and behavior in the conduct of personal and business affairs

## Requirements

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### CERTIFICATE COMPLETION REQUIREMENTS

- At least 25% of the applicable credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the certificate

BUS 102	Customer Service	2.0
BUS 164	Leadership and Human Relations	5.0
CU 105	Word I & Excel I	5.0

Total: 12.0

# Entrepreneurship Certificate (Business)

## Description

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This certificate is designed to provide students with an entrepreneurial mindset and the business skills to create a sustainable venture

While the Entrepreneurship Certificate is not an area of concentration, it may be applied to satisfy requirements for the Associate of Applied Science degree in Business.

## Career Opportunities

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TCC's Business program prepares students for employment in a wide variety of business environments and leads to an Associate in Applied Science degree. The program's structure is progressive, leading to four levels of achievement related to increasing levels of job responsibility.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Be able to identify, select, communicate, and implement sound and appropriate business management or logistic concepts, strategies, and best practices in the pursuit of effective and efficient business operations
2. Demonstrate an ability to critically evaluate, problem solve, make and communicate effective decisions about business or logistic situations
3. Display effective interpersonal communication; leadership; motivation; and team dynamics skills in their interactions with others
4. Communicate effectively about business management or logistic issues, including the demonstration of competence with a wide variety of electronic tools to research, analyze, manage, and present information orally and in writing
5. Consistently apply, role model, and communicate high standards of ethical judgment and behavior in the conduct of personal and business affairs

## Requirements

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### CERTIFICATE REQUIREMENTS

- At least 25% of the applicable credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the certificate

BUS 140	Marketing and Business Development	5.0
BUS 160	Small Business Entrepreneurship	5.0
BUS 257	Social Media for Business	3.0
BUS 295	Entrepreneurial & Innovative Mindset	5.0
LOG 112	Importing & Exporting	3.0
Choose One		5.0
ACCT 101	Practical Accounting I	5.0
OR		
ACCT& 201	Principles of Accounting I	5.0

Total: 26.0

# Global Transportation and Secure Logistics Certificate (Business)

## Description

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Provides a big-picture perspective on the transportation and logistics industry and the international aspects of logistics and technology needed to make the transportation of goods more efficient.

While the Global Transportation and Secure Logistics certificate is not an area of concentration, it may be applied to satisfy requirements for the Associate in Applied Science degree in Business.

## Career Opportunities

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TCC's Business program prepares students for employment in a wide variety of business environments and leads to an Associate in Applied Science degree. The program's structure is progressive, leading to four levels of achievement related to increasing levels of job responsibility.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Be able to identify, select, communicate, and implement sound and appropriate business management or logistic concepts, strategies, and best practices in the pursuit of effective and efficient business operations
2. Demonstrate an ability to critically evaluate, problem solve, make and communicate effective decisions about business or logistic situations
3. Display effective interpersonal communication; leadership; motivation; and team dynamics skills in their interactions with others
4. Communicate effectively about business management or logistic issues, including the demonstration of competence with a wide variety of electronic tools to research, analyze, manage, and present information orally and in writing
5. Consistently apply, role model, and communicate high standards of ethical judgment and behavior in the conduct of personal and business affairs

## Requirements

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### CERTIFICATE COMPLETION REQUIREMENTS

- At least 25% of the applicable credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the certificate

LOG 102	Transportation & Distribution	5.0
LOG 104	Applied Warehousing and Inventory Management	5.0
LOG 110	International Logistics	3.0
LOG 112	Importing & Exporting	3.0
BUS 150	Global Business	5.0
LOG 115	Logistics Security and Risk Management	3.0

Total: 24.0

# Human Resource Specialist Certificate (Business)

## Description

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Prepares students for careers in human resources. This certificate is for individuals who currently in the workforce who are returning to school to enhance their skills.

While the Human Resource Specialist certificate is not an area of concentration, it may be applied to satisfy requirements for the Associate in Applied Science degree in Business.

## Career Opportunities

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TCC's Business program prepares students for employment in a wide variety of business environments and leads to an Associate in Applied Science degree. The program's structure is progressive, leading to four levels of achievement related to increasing levels of job responsibility.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Be able to identify, select, communicate, and implement sound and appropriate business management or logistic concepts, strategies, and best practices in the pursuit of effective and efficient business operations
2. Demonstrate an ability to critically evaluate, problem solve, make and communicate effective decisions about business or logistic situations
3. Display effective interpersonal communication; leadership; motivation; and team dynamics skills in their interactions with others
4. Communicate effectively about business management or logistic issues, including the demonstration of competence with a wide variety of electronic tools to research, analyze, manage, and present information orally and in writing
5. Consistently apply, role model, and communicate high standards of ethical judgment and behavior in the conduct of personal and business affairs

## Requirements

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### CERTIFICATE COMPLETION REQUIREMENTS

- At least 25% of the applicable credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the certificate

ACCT 145	Payroll And Business Taxes	5.0
BUS 102	Customer Service	2.0
BUS 163	Management Principles and Organizational Systems	5.0
BUS 164	Leadership and Human Relations	5.0
BUS 165	Human Resource Management	3.0

Total: 20.0

# Management Certificate (Business)

## Description

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Prepares students to manage a variety of settings as a firstline supervisor.

Students must first complete the Marketing certificate to receive the Management certificate.

## Career Opportunities

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TCC's Business program prepares students for employment in a wide variety of business environments and leads to an Associate in Applied Science degree. The program's structure is progressive, leading to four levels of achievement related to increasing levels of job responsibility.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Be able to identify, select, communicate, and implement sound and appropriate business management or logistic concepts, strategies, and best practices in the pursuit of effective and efficient business operations
2. Demonstrate an ability to critically evaluate, problem solve, make and communicate effective decisions about business or logistic situations
3. Display effective interpersonal communication; leadership; motivation; and team dynamics skills in their interactions with others
4. Communicate effectively about business management or logistic issues, including the demonstration of competence with a wide variety of electronic tools to research, analyze, manage, and present information orally and in writing
5. Consistently apply, role model, and communicate high standards of ethical judgment and behavior in the conduct of personal and business affairs

## Requirements

### CERTIFICATE COMPLETION REQUIREMENTS

- At least 25% of the applicable credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the certificate

*Customer Service Certificate* 12.0

*Students must first complete the Customer Service Certificate*

BUS 102	Customer Service	2.0
BUS 164	Leadership and Human Relations	5.0
CU 105	Word I & Excel I	5.0

*Marketing Certificate* 23.0

*Students must first complete the Marketing Certificate*

BUS& 101	Introduction to Business	5.0
BUS 110	Business Math	5.0
BUS 140	Marketing and Business Development	5.0
BUS 257	Social Media for Business	3.0
ENGL& 101	English Composition I	5.0
<i>For bachelor-bound students, may substitute these in lieu of BUS 110</i>		
MATH& 146	Introduction to Statistics	5.0
MATH 147	College Algebra for Business and Economics	5.0

*Additional Required Courses for Management Certificate* 18.0

BUS 163	Management Principles and Organizational Systems	5.0
BUS 165	Human Resource Management	3.0
BUS 232	Introduction to Project Management	5.0
<i>Choose one Communication Course</i>		5.0
CMST& 101	Introduction to Communication	5.0
OR		
CMST 110	Multicultural Communication	5.0

Total: 53.0

## Marketing Certificate (Business)

### Description

Prepares students for entry-level opportunities with organizations that provide products or with direct marketing agencies.

Students must first complete the Customer Service certificate to receive the Marketing certificate.

### Career Opportunities

TCC's Business program prepares students for employment in a wide variety of business environments and leads to an Associate in Applied Science degree. The program's structure is progressive, leading to four levels of achievement related to increasing levels of job responsibility.

## Learning Outcomes

Upon the successful completion of this program, students should be able to:

1. Be able to identify, select, communicate, and implement sound and appropriate business management or logistic concepts, strategies, and best practices in the pursuit of effective and efficient business operations
2. Demonstrate an ability to critically evaluate, problem solve, make and communicate effective decisions about business or logistic situations
3. Display effective interpersonal communication; leadership; motivation; and team dynamics skills in their interactions with others
4. Communicate effectively about business management or logistic issues, including the demonstration of competence with a wide variety of electronic tools to research, analyze, manage, and present information orally and in writing
5. Consistently apply, role model, and communicate high standards of ethical judgment and behavior in the conduct of personal and business affairs

## Requirements

### CERTIFICATE COMPLETION REQUIREMENTS

- At least 25% of the applicable credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the certificate

<i>Customer Service Certificate</i>		12.0
<i>Students must first complete the Customer Service Certificate</i>		
BUS 102	Customer Service	2.0
BUS 164	Leadership and Human Relations	5.0
CU 105	Word I & Excel I	5.0
<i>Additional Required Courses for Marketing Certificate</i>		28.0
BUS& 101	Introduction to Business	5.0
BUS 110	Business Math	5.0
BUS 140	Marketing and Business Development	5.0
BUS 257	Social Media for Business	3.0
ENGL& 101	English Composition I	5.0
<i>For bachelor-bound students, may substitute these in lieu of BUS 110</i>		
MATH 147	College Algebra for Business and Economics	5.0
MATH& 146	Introduction to Statistics	5.0

Total: 40.0

# WAFC Retail Management Certificate (Business)

## Description

The WAFC Retail Management certificate program is a 10-course college-level program that has been fully endorsed by the Washington Association of Food Chains and its member companies. The certificate's curriculum was developed out of a collaborative effort between several food industry and college professionals and encompasses several business essentials, including the "soft skills" of management and communication required for career success in the retail food industry.

While the WAFC Retail Management Certificate is not an area of concentration, it may be applied to satisfy requirements for the Associate in Applied Science degree in Business.



## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Be able to identify, select, communicate, and implement sound and appropriate business management or logistic concepts, strategies, and best practices in the pursuit of effective and efficient business operations
2. Demonstrate an ability to critically evaluate, problem solve, make and communicate effective decisions about business or logistic situations
3. Display effective interpersonal communication; leadership; motivation; and team dynamics skills in their interactions with others
4. Communicate effectively about business management or logistic issues, including the demonstration of competence with a wide variety of electronic tools to research, analyze, manage, and present information orally and in writing
5. Consistently apply, role model, and communicate high standards of ethical judgment and behavior in the conduct of personal and business affairs

## Requirements

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### CERTIFICATE COMPLETION REQUIREMENTS

- At least 25% of the applicable credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the certificate

<i>Choose one Accounting Course</i>		5.0
ACCT 101	Practical Accounting I	5.0
OR		
ACCT& 201	Principles of Accounting I	5.0
<i>Choose one Math Course</i>		5.0
BUS 110	Business Math	5.0
OR		
MATH 147	College Algebra for Business and Economics	5.0
BUS 140	Marketing and Business Development	5.0
BUS 140	Marketing and Business Development	5.0
BUS 163	Management Principles and Organizational Systems	5.0
BUS 164	Leadership and Human Relations	5.0
BUS 165	Human Resource Management	3.0
CMST& 101	Introduction to Communication	5.0
CU 105	Word I & Excel I	5.0
ENGL& 101	English Composition I	5.0

Total: 48.0

# Case Aide Certificate (Human Services)

## Description

The Case Aide Certificate is designed to prepare students for entry-level employment opportunities with a wide variety of human service agencies.

## Career Opportunities

TCC's competency-based Human Services program prepares students for employment as practitioners in social service, health and addiction agencies.

## Learning Outcomes

Upon the successful completion of this program, students should be able to:

1. Recognize historical influences that have led to the development of the Human Services profession.
2. Explain the interaction and diversity of human systems including individual, interpersonal, group, family, organizational, community, and social.
3. Analyze and apply major models used to provide services.
4. Demonstrate knowledge and skills required to effectively manage client and organizational information.
5. Plan and evaluate service needs, strategies, and outcomes.
6. Demonstrate the knowledge and skills required for service delivery and appropriate interventions.
7. Develop and utilize effective professional Human Services communication skills.
8. Recognize the values, attitudes, and ethics practices in Human Services.
9. Develop awareness of one's own values, personalities, reaction patterns, interpersonal styles, and limitations.
10. Recognize and apply elements of the continuum of care used in behavior health and recovery systems.

## Requirements

### CERTIFICATE COMPLETION REQUIREMENTS

- At least 25% of the applicable credits must be earned at Tacoma Community College.
- A cumulative grade point average of 2.00 in the coursework that is applied to the certificate

CORE REQUIREMENTS		15.0
HSP 100	Introduction To Human Services	5.0
HSP 103	Therapeutic Approaches and Techniques	5.0
HSP 112	Best Practices in Human Services	5.0

Total: 15.0

# Chemical Dependency Certificate (Human Services)

## Description

The Chemical Dependency Certificate meets the 23 educational competencies required by the Washington State Department of Health (WAC 246-811-030) for Chemical Dependency Professional (CDP) certification. TCC is an approved school (WAC246-811-010/9). All 45 credits of this certificate must be earned at TCC to ensure students are meeting the 23 competencies required by the Washington State Department of Health.

NOTE: The certification requirements for a Substance Use Disorder Professional (SUDP) in Washington state are an Associate's degree in human services or a related field, or a total of 90 quarter credits from an approved school. 45 quarter credits must be related to the substance use disorder profession and must include specific topics listed in <https://app.leg.wa.gov/WAC/default.aspx?cite=246-811-030> (WAC 246-811-030). If you have a degree in another field you may obtain this certification by accruing the required 45 quarter credits independent of an additional degree.

## Career Opportunities

TCC's competency-based Human Services program prepares students for employment as practitioners in social service, health, and addiction agencies.

## Learning Outcomes

Upon the successful completion of this program, students should be able to:

1. Recognize historical influences that have led to the development of the Human Services profession.
2. Explain the interaction and diversity of human systems including individual, interpersonal, group, family, organizational, community, and social.
3. Analyze and apply major models used to provide services.
4. Demonstrate knowledge and skills required to effectively manage client and organizational information.
5. Plan and evaluate service needs, strategies, and outcomes.
6. Demonstrate the knowledge and skills required for service delivery and appropriate interventions.
7. Develop and utilize effective professional Human Services communication skills.
8. Recognize the values, attitudes, and ethics practices in Human Services.
9. Develop awareness of one's own values, personalities, reaction patterns, interpersonal styles, and limitations.
10. Recognize and apply elements of the continuum of care used in behavior health and recovery systems.

## Requirements

### CERTIFICATE COMPLETION REQUIREMENTS

- All 45 credits for this certificate must be earned at Tacoma Community College.
- A cumulative grade point average of 2.00 in the coursework that is applied to the certificate

<b>CORE REQUIREMENTS</b>		<b>45.0</b>
HSP 100	Introduction To Human Services	5.0
HSP 103	Therapeutic Approaches and Techniques	5.0
HSP 107	Behavioral Health and Wellness	5.0
HSP 112	Best Practices in Human Services	5.0
HSP 113	Advanced Helping Strategies	5.0
HSP 117	Ethics and Professional Development	5.0
HSP 121	Survey of Addictions and Pharmacology	5.0
HSP 126	Cultural Competencies for Human Services	5.0
<b>PRACTICUM REQUIREMENT</b>		<b>5.0</b>
HSP 291	Supervised Clinical Practicum I	5.0
OR		
Any college-level Sociology or Psychology course		5.0

Total: 45.0

# Nursing Assistant Certified (NAC)

## Description

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TCC's Nursing Assistant, Certified program prepares students for employment in healthcare, as a Certified Nursing Assistant. This certificate program includes classroom and clinical training. Course work provides students with basic nursing assistant knowledge and skills including, but not limited to:

- Clients/Resident Rights
- Communication
- Safety and Emergency Procedures
  - CPR
- Basic Nursing Skills
- Basic Restorative Services
- Personal Care
- Life Transitions

Upon successful completion of the courses, students will receive a Certificate of Completion from Tacoma Community College and will be qualified to take the examination to become a Washington State Certified Nursing Assistant.

## Mission

To provide the community with innovative nursing assistants who will provide safe basic nursing care to diverse populations. We provide entrance into the nursing field by reducing barriers for traditional and non-traditional students. The faculty will accomplish this through experiential learning in an environment that promotes caring, diversity, ethics, excellence, holism, integrity, and patient centered care.

## Career Opportunities

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Prepares students for employment in healthcare, as a Certified Nursing Assistant.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Utilize cultural humility when interacting with patients, individuals, and members of the interdisciplinary healthcare team.
2. Provide patient-centered nursing assistant care for diverse groups in the community in a manner that is legal, ethical, safe, and demonstrates caring.
3. Demonstrate professional behaviors including conflict management and effective communication skills.
4. Demonstrate competence with skills and standards of practice for nursing assistant certification.

## Requirements

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### CERTIFICATE COMPLETION REQUIREMENTS

- At least 25% of the applicable 90 credits must be earned at Tacoma Community College.
- A cumulative grade point average of 2.00 in the coursework applied to the certificate.

### NON-ACADEMIC PROGRAM ENTRY REQUIREMENTS

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- Washington State Patrol Background checks (and any required federal checks)
- Health insurance
- Immunization (required prior to beginning the program)
- Government Issued Photo Identification

Students are responsible for arranging dependable transportation to and from clinical sites and dependable child/ dependent care.

<i>COURSE REQUIREMENTS</i>		10.0
HT 110	Fundamentals of Patient Care	3.0
HT 120	Patient Care Clinical	3.0
HT 198	Foundations of Nursing Assistant Care	4.0

Total: 10.0

# Early Childhood Education - Initial Certificate

## Description

The Early Childhood Education Initial Certificate is the first certificate in the series of ECE stackable certificates. This certificate is a pathway to the Early Childhood Education Short Certificate of Specialization, the Early Childhood Education Emphasis on Children with Exceptionalities Certificate, and the Early Childhood Education Emphasis on Children with Exceptionalities AAS Degree. The certificate is directed toward students working or planning to work with children birth through eight years old. The Early Childhood Education Initial Certificate is aligned with the Washington State ECE common courses and stackable certificates.

## Career Opportunities

Entry level positions in early childhood education.

## Learning Outcomes

Upon the successful completion of this program, students should be able to:

1. Use their understanding of young children's characteristics and needs, and of multiple interacting influences on children's development and learning, to create environments that are healthy, respectful, supportive, and challenging for each child.
2. Create respectful, reciprocal relationships that support and empower families, and to involve all families in their children's development and learning.
3. Use systematic observations, documentation, and other effective assessment strategies in a responsible way, in partnership with families and other professionals, to positively influence the development of every child.
4. Implement a wide array of developmentally appropriate approaches, instructional strategies, and tools to connect with children and families and positively influence each child's development and learning.
5. Use their own knowledge and other resources to design, implement, and evaluate meaningful, challenging curriculum that promotes comprehensive developmental and learning outcomes for every young child.
6. Use ethical guidelines and other professional standards related to early childhood practice; demonstrate knowledgeable, reflective and critical perspectives on their work and are informed advocates for sound practices and policies.

## Requirements

### CERTIFICATE COMPLETION REQUIREMENTS

- At least 25% of the applicable credits must be earned at Tacoma Community College.
- A cumulative grade point average of 2.00 in the coursework that is applied to the degree.

### COURSE COMPLETION REQUIREMENTS

12.0

*A grade of 'C' or better is required in all courses.*

ECED& 105	Introduction to Early Childhood Education	5.0
ECED& 107	Health/Safety/Nutrition	5.0
ECED& 120	Practicum: Nurturing Relationships	2.0

# Early Childhood Education Short Certificate of Specialization - Certificate

## Description

The Early Childhood Education Short Certificate of Specialization is the second certificate in the series of ECE stackable certificates. This certificate builds on the ECE Initial Certificate and is a pathway to the Early Childhood Education Emphasis on Children with Exceptionalities Certificate and the Early Childhood Education Emphasis on Children with Exceptionalities AAS Degree. The certificate is directed toward students working or planning to work with children birth through eight years old. The Early Childhood Education Short Certificate of Specialization is aligned with the Washington State ECE common courses and stackable certificates.

## Career Opportunities

Teaching and administrative positions within the field of early childhood education

## Learning Outcomes

Upon the successful completion of this program, students should be able to:

1. Use their understanding of young children's characteristics and needs, and of multiple interacting influences on children's development and learning, to create environments that are healthy, respectful, supportive, and challenging for each child.
2. Create respectful, reciprocal relationships that support and empower families, and to involve all families in their children's development and learning.
3. Use systematic observations, documentation, and other effective assessment strategies in a responsible way, in partnership with families and other professionals, to positively influence the development of every child.
4. Implement a wide array of developmentally appropriate approaches, instructional strategies, and tools to connect with children and families and positively influence each child's development and learning.
5. Use their own knowledge and other resources to design, implement, and evaluate meaningful, challenging curriculum that promotes comprehensive developmental and learning outcomes for every young child.
6. Use ethical guidelines and other professional standards related to early childhood practice; demonstrate knowledgeable, reflective and critical perspectives on their work and are informed advocates for sound practices and policies.

## Requirements

### CERTIFICATE COMPLETION REQUIREMENTS

- At least 25% of the applicable credits must be earned at Tacoma Community College
- A cumulative grade point average of 2.00 in the coursework applied to the certificate

### COURSE COMPLETION REQUIREMENTS

*A grade of 'C' or better is required in all courses.*

*To Complete the Early Childhood Education Short Certificate of Specialization, you must first complete the ECE Initial Certificate*

*ECE Initial Certificate Requirements*

20.0

12.0

12.0

ECED& 105	Introduction to Early Childhood Education	5.0
ECED& 107	Health/Safety/Nutrition	5.0
ECED& 120	Practicum: Nurturing Relationships	2.0
<i>Additional Core Requirements to Complete the ECE Short Certificate of Specialization</i>		8.0
EDUC& 115	Child Development	5.0
<i>Choose One</i>		3.0
EDUC& 130	Guiding Behavior	3.0
ECED& 132	Infant/Toddler Care	3.0
ECED& 139	Administration of ECE	3.0

Total: 20.0

## Early Childhood Education: Emphasis on Children with Exceptionalities Certificate

### Description

TCC's Early Childhood Education Emphasis on Children with Exceptionalities certificate is the third in the series of ECE stackable certificates. It is an academic program designed to develop the skills needed to be a successful early childhood professional and is directed toward students planning to work with children, birth through eight years old, including those who are culturally, linguistically, and ability diverse. Employment opportunities are in a variety of settings, including: preschools, childcare centers, family child care, Head Start/ECEAP programs, kindergarten through third grade classrooms (as a teacher assistant), early intervention programs (as a teacher assistant), and/or other early learning programs. The Early Childhood Education Emphasis on Children with Exceptionalities certificate is aligned with the Washington State ECE common courses and stackable certificates.

### Career Opportunities

Paraeducators, child care workers, preschool teachers, directors of early learning programs

### Learning Outcomes

Upon the successful completion of this program, students should be able to:

1. Use their understanding of young children's characteristics and needs, and of multiple interacting influences on children's development and learning, to create environments that are healthy, respectful, supportive, and challenging for each child.
2. Create respectful, reciprocal relationships that support and empower families, and to involve all families in their children's development and learning.
3. Use systematic observations, documentation, and other effective assessment strategies in a responsible way, in partnership with families and other professionals, to positively influence the development of every child.
4. Implement a wide array of developmentally appropriate approaches, instructional strategies, and tools to connect with children and families and positively influence each child's development and learning.



5. Use their own knowledge and other resources to design, implement, and evaluate meaningful, challenging curriculum that promotes comprehensive developmental and learning outcomes for every young child.
6. Use ethical guidelines and other professional standards related to early childhood practice; demonstrate knowledgeable, reflective and critical perspectives on their work and are informed advocates for sound practices and policies.

## Requirements

### CERTIFICATE COMPLETION REQUIREMENTS

- At least 25% of the applicable credits must be earned at Tacoma Community College
- A cumulative grade point average of 2.00 in the coursework applied to the certificate

<b>COURSE COMPLETION REQUIREMENTS</b>	<b>55.0</b>
<i>A grade of 'C' or better is required in all courses.</i>	
<i>To Complete the ECE Emphasis on Children With Exceptionalities Certificates, you must first Complete the ECE Initial Certificate and the ECE Short Certificate of Specialization</i>	<b>20.0</b>
<i>ECE Initial Certificate</i>	<b>12.0</b>
ECED& 105 Introduction to Early Childhood Education	5.0
ECED& 107 Health/Safety/Nutrition	5.0
ECED& 120 Practicum: Nurturing Relationships	2.0
<i>ECE Short Certificate of Specialization</i>	<b>8.0</b>
<i>Includes all courses in the ECE Initial Certificate plus:</i>	
EDUC& 115 Child Development	5.0
<i>Choose One</i>	<b>3.0</b>
EDUC& 130 Guiding Behavior	3.0
ECED& 132 Infant/Toddler Care	3.0
ECED& 139 Administration of ECE	3.0
<i>Additional Core Requirements to Complete the Early Childhood Education: Emphasis on Children with Exceptionalities Certificate</i>	<b>35.0</b>
ECED& 160 Curriculum Development	5.0
<i>Choose One</i>	<b>3.0</b>
ECED& 170 Learning Environments	3.0
OR	
EDUC& 130 Guiding Behavior	3.0
ECED& 180 Language and Literacy	3.0
ECED& 190 Observation and Assessment	3.0
ECE 290 Practicum	3.0
EDUC& 150 Child, Family, Community	3.0
EDUC& 204 Exceptional Child	5.0
ENGL& 101 English Composition I	5.0
<i>Choose one math course</i>	<b>5.0</b>
MATH& 107 Math in Society	5.0

MATH& 131	Math for Elementary Education 1	5.0
MATH& 132	Math for Elementary Education 2	5.0

Total: 55.0

# Emergency Medical Technician Certificate (Emergency Medical and Health Services)

## Description

EMT-Basic provides basic life support and transportation for victims of illness and injury. The EMT-Basic program at TCC follows the U.S. Department of Transportation guidelines as well as the Washington State Department of Health standards.

## Career Opportunities

TCC's Emergency Medical & Health Services program prepares students for employment in the emergency medical services field.

## Learning Outcomes

Upon the successful completion of this program, students should be able to:

1. Perform competently as an entry level paramedic or EMT meeting National Registry standards as well as safely and effectively manage all situations involving a pre-hospital emergency.
2. Demonstrate the ability to recall and apply knowledge of human structure, function, pathophysiology and psychosocial development to patient care relative to the role of entry level paramedic or EMT.
3. Demonstrate, through knowledge and behavior, a commitment to the highest standards and competence, ethics, integrity and accountability to the patient and the paramedic profession.
4. Demonstrate effective use of motor, cognitive and critical thinking skills in diagnosis, management and prevention of common health problems encountered in patient care necessary to fulfill the role of entry level paramedic or EMT.
5. Integrate the use of scientific theory, methodology and critical thinking skills to interpret and apply research to improving patient care in the pre-hospital environment.
6. Demonstrate effective listening, verbal and written communication skills with a wide range of individuals and groups in order to provide patient-centered care.
7. Recognize and work effectively within the larger context and system of health care to advocate for and provide quality patient care relative to the role of entry level paramedic or EMT.

## Requirements

### CERTIFICATE COMPLETION REQUIREMENT

- At least 25% of the applicable credits must be earned at Tacoma Community College.
- A cumulative grade point average of 2.00 in the coursework applied to the certificate.

### ADMISSION REQUIREMENTS

- High school diploma or GED

### CORE REQUIREMENTS

EMC 110	Emergency Medical Technician Basic	10.0
EMC 111	Emergency Medical Technician Lab	2.0

Total: 12.0

# Paramedic Certificate (Emergency Medical and Health Services)

## Description

The program is designed to prepare graduates to meet state certification requirements and to take the National Registry EMT-Paramedic examination. The TCC Paramedic education program is accredited by the Commission on Accreditation of Allied Health Education Programs ([www.caahep.org](http://www.caahep.org)) upon recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions ([CoAEMSP](#)).

## Career Opportunities

TCC's Emergency Medical & Health Services program prepares students for employment in the emergency medical services field. Paramedics are typically employed by fire services, hospitals or ambulance companies and serve as the eyes, ears, and hands of an emergency physician while in the field.

## Learning Outcomes

Upon the successful completion of this program, students should be able to:

1. Perform competently as an entry level paramedic or EMT meeting National Registry standards as well as safely and effectively manage all situations involving a pre-hospital emergency.
2. Demonstrate the ability to recall and apply knowledge of human structure, function, pathophysiology and psychosocial development to patient care relative to the role of entry level paramedic or EMT.
3. Demonstrate, through knowledge and behavior, a commitment to the highest standards and competence, ethics, integrity and accountability to the patient and the paramedic profession.
4. Demonstrate effective use of motor, cognitive and critical thinking skills in diagnosis, management and prevention of common health problems encountered in patient care necessary to fulfill the role of entry level paramedic or EMT.
5. Integrate the use of scientific theory, methodology and critical thinking skills to interpret and apply research to improving patient care in the pre-hospital environment.
6. Demonstrate effective listening, verbal and written communication skills with a wide range of individuals and groups in order to provide patient-centered care.
7. Recognize and work effectively within the larger context and system of health care to advocate for and provide quality patient care relative to the role of entry level paramedic or EMT.

## Requirements

### CERTIFICATE COMPLETION REQUIREMENTS

- At least 25% of the applicable credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the certificate

### APPLICATION REQUIREMENTS

8.0

*Admission to the Paramedic program is competitive. There are usually more applicants than available positions. Students who complete prerequisite courses and meet other application requirements are not guaranteed program admission.*

### EMT-Basic or EMT-Intermediate Certification

EMT-Basic or EMT-Intermediate certification with work or volunteer experience for a minimum of one or more years. Certification requires state licensure and/or national licensure with Registry (NREMT)

### Proficiency in Algebra and Assessment at ENGL& 101

BIOL& 175	Human Biology w/Lab	5.0
HIT 130	Medical Terminology I	3.0

### CORE REQUIREMENTS

61.0

EMC 116	Introduction to Emergency Medical Care	4.0
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EMC 117	Prehospital Emergency Pharmacology	3.0
EMC 118	Human Body Systems	3.0
EMC 130	Paramedic Clinical I	4.0
EMC 131	Paramedic Clinical II	7.0
EMC 132	Paramedic Clinical III	9.0
EMC 218	Basic Electrocardiography	4.0
EMC 219	Advanced Electrocardiography	2.0
EMC 220	Management of Traumatic Injuries and Special Populations	2.0
EMC 225	Paramedic Skills Lab I	3.0
EMC 226	Paramedic Skills Lab II	3.0
EMC 227	Paramedic Skills Lab III	3.0
EMC 230	Medical Emergencies I	6.0
EMC 231	Medical Emergencies II	3.0
EMC 232	Medical Emergencies III	3.0
EMC 240	Paramedic Crisis Resource Management	2.0

Total: 69.0

## Community Paramedicine Certificate (upper division)

### Description

This certificate will prepares current paramedics to work as a community paramedic. A Community Paramedic (CP) is an advanced paramedic that works to increase access to primary and preventive care and decrease use of emergency departments, which in turn decreases health care costs. Among other things, CPs may play a key role in providing follow-up services after a hospital discharge to prevent hospital readmission. CPs can provide health assessments, chronic disease monitoring and education, medication management, immunizations and vaccinations, laboratory specimen collection, hospital discharge follow-up care and minor medical procedures.

### Learning Outcomes

Upon the successful completion of this program, students should be able to:

1. Identify and critique the influences of community health policies and practices on past, present, and future critical health issues of society
2. Identify the fundamental principles of community health to individual, community, and population health issues as well as disease incidence and prevalence
3. Examine the causes and prevalence of chronic and infectious diseases and describe prevention, maintenance, and treatment strategies
4. Describe the role of theory in health promotion, research, and practice to understand and change environmental and behavioral factors
5. Identify and critique the impact of health disparities in health behaviors, intervention strategies, community health policies, and access to quality healthcare
6. Critique cultural, legal, policy, and ethical factors that influence health status of individuals and populations
7. Use appropriate research and statistical tools and techniques to evaluate community health data related to outcomes, prevention, management, and treatment approaches
8. Identify culturally sensitive approaches to health communication with individuals, groups, communities, and populations
9. Develop and appraise community programs and interventions through assessment, planning, implementation, and evaluation
10. Practice team collaboration, leadership, and management skills in a variety of settings
11. Use effective written and oral skills to communicate with different populations within a given community

12. Create and deliver patient/client/community education
13. Demonstrate professional communication, teamwork, ethics, inquiry, and analysis, quantitative literacy, and diversity in pre-hospital practice
14. Apply advanced professional medical practices in pre-hospital settings

## Requirements

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### CERTIFICATE COMPLETION REQUIREMENTS

- At least 25% of the applicable credits must be earned at Tacoma Community College.
- A cumulative grade point average of 2.00 in the coursework that is applied to the degree.

<i>COURSE REQUIREMENTS</i>		15.0
CHPM 430	Community Paramedicine	10.0
CHPM 440	Community Paramedicine Internship	5.0

Total: 15.0

# Help Desk Certificate (Networking and Cybersecurity)

## Description

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Prepares students to perform fundamental PC support tasks and to hold entry-level jobs as help desk technicians. Students are encouraged to take the A+ certification exam upon certificate completion.

## Career Opportunities

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TCC's Networking and Cyber Security program prepares the student for careers in network administration and technical support with a focus on cyber security. The program includes a series of technical core courses that provide hands-on knowledge and skills in systems, data, networking, and security concepts. The program includes a series of non-technical core courses related to business, project, and team communication skills. Advanced coursework includes training in PC hardware and operating systems, Windows servers, networking, routing, security, and virtualization. Students can prepare for industry certifications such as A+ and Network+ in a hands-on lecture and laboratory environment.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Demonstrate effective verbal and written communication skills necessary in information technology
2. Exemplify professional and ethical behaviors required to perform effectively as an information technology team member within an organization
3. Implement critical thinking skills to provide sound solutions for information technology issues
4. Plan to take responsibility for own lifelong learning including anticipation and adaptation to ever-changing business and technology environments
5. Demonstrate an integrated, comprehensive proficiency in the content area of information technology; interpolate this knowledge to the real world

## Requirements

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CERTIFICATE COMPLETION REQUIREMENTS		
CU 105	Word I & Excel I	5.0
IT 102	Microcomputer Fundamentals	5.0
IT 110	Operating Systems I	5.0
IT 247	IT Project Management	5.0
		Total: 20.0

# Human Resource Management Certificate

## Description

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Prepares students for a career in human resources management.

## Career Opportunities

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Recruiter, Employment Representative, Human Resources Analyst, Human Resources Coordinator, Human Resources Generalist.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Evaluate and implement effective communication across all levels of the organization and to diverse audiences using language, tools, concepts and managerial principles necessary to achieve desired outcomes.
2. Explain the value of diversity and community as related to business ventures with attention to the dynamics of power and privilege.
3. Develop organizational management and leadership strategies using skills grounded in current theories and techniques for stability, growth and change.
4. Demonstrate innovation and critical thinking, teamwork, and technical and information literacy commensurate with management positions.
5. Analyze, evaluate, and implement decision-making strategies applying analytical tools, information systems and emerging technologies.
6. Design programs which maximize human potential using principles and best practices of successful human resource management.
7. Develop realistic and comprehensive project plans, identify risk areas, monitor the plans, and deal with problems through appropriate use of project management techniques.
8. Distinguish between law and ethics; recommend acceptable resolutions of ethical issues and dilemmas to improve organizational outcomes and support social responsibility.
9. Analyze data to solve problems, explain performance, make decisions, and identify opportunities.
10. Prepare and explain cost control processes including the ability to establish a budget, prepare cost reports, and forecast expenditures.

## Requirements

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### CERTIFICATE COMPLETION REQUIREMENTS

- At least 25% of the applicable credits must be earned at Tacoma Community College.
- A cumulative grade point average of 2.00 in the coursework that is applied to the certificate

BUS 442	Intermediate Human Resource Management	5.0
BUS 452	Advanced Human Resource Management	5.0
BUS 462	Capstone: Human Resource Management	5.0

Total: 15.0

# Project Management Certificate

## Description

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Prepares students for a career in project management.



## Career Opportunities

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Purchasing Manager, General Manager, Business Analyst, Management Analyst, Management Consultant, Project Management Analyst, Quality Control Analyst.

## Learning Outcomes

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Upon the successful completion of this program, students should be able to:

1. Evaluate and implement effective communication across all levels of the organization and to diverse audiences using language, tools, concepts and managerial principles necessary to achieve desired outcomes.
2. Explain the value of diversity and community as related to business ventures with attention to the dynamics of power and privilege.
3. Develop organizational management and leadership strategies using skills grounded in current theories and techniques for stability, growth and change.
4. Demonstrate innovation and critical thinking, teamwork, and technical and information literacy commensurate with management positions.
5. Analyze, evaluate, and implement decision-making strategies applying analytical tools, information systems and emerging technologies.
6. Design programs which maximize human potential using principles and best practices of successful human resource management.
7. Develop realistic and comprehensive project plans, identify risk areas, monitor the plans, and deal with problems through appropriate use of project management techniques.
8. Distinguish between law and ethics; recommend acceptable resolutions of ethical issues and dilemmas to improve organizational outcomes and support social responsibility.
9. Analyze data to solve problems, explain performance, make decisions, and identify opportunities.
10. Prepare and explain cost control processes including the ability to establish a budget, prepare cost reports, and forecast expenditures.

## Requirements

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### CERTIFICATE COMPLETION REQUIREMENTS

- At least 25% of the applicable credits must be earned at Tacoma Community College.
- A cumulative grade point average of 2.00 in the coursework that is applied to the certificate

BUS 441	Intermediate Project Management	5.0
BUS 451	Advanced Project Management	5.0
BUS 461	Capstone: Managing for Organizational Change	4.0-5.0

Total: 14.0-15.0

# Medical Billing Specialist Certificate (Health Information Technology)

## Description

The Medical Billing Specialist certificate may prepare students for employment as medical billers, patient account representatives, medical claims reviewer, outpatient coder, and a variety of other medical support positions. This program is offered in a fully online format.

The internship is composed of computer-based simulations mirroring the professional environment. Students are encouraged to find internship locations for networking. Students are recommended to have completed at least MATH 085 prior to admission with a C or higher to avoid any delays in certificate completion

## Career Opportunities

The Medical Billing Specialist (MBS) program may prepare students for employment as medical billers, patient account representatives, medical claims reviews, and a variety of other medical support positions.

## Learning Outcomes

Upon the successful completion of this program, students should be able to:

1. Describe healthcare organizations from the perspective of key stakeholders. (COK, COM)
2. Identify regulatory requirements and reimbursement methodologies related to the medical office and outpatient billing environment. (COK, COM, CRT, IIT, RES)
3. Identify official guidelines for outpatient coding. (COK, COM, CRT, IIT, RES)
4. Use common software applications in the performance of medical office and billing functions. (COK, COM)
5. Demonstrate effective oral and written communication techniques in a diverse health care setting. (COK, COM, CRT, IIT, ICD, RES)
6. Apply and promote ethical standards of practice. (COK, COM, CRT, IIT, ICD, RES)

## Requirements

### CERTIFICATE COMPLETION REQUIREMENTS

- At least 25% of the applicable credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the certificate

ENGL& 101	English Composition I	5.0
CU 105	Word I & Excel I	5.0
CU 203	Excel II	3.0
MO 101	Healthcare Delivery and Alternate Care	5.0
MO 110	Medical Office Procedures	5.0
MO 131	Beginning Outpatient Dx Coding	2.0
MO 143	Medical Office Professional Development and Ethics	3.0
MO 151	Insurance Claims Processing	5.0
MO 159	Beginning Outpatient Px Coding	3.0
MO 185	Medical Billing Specialist (MBS) Practicum	3.0
CHOOSE ONE - Medical Terminology		3.0-5.0
HIT 130	Medical Terminology I	3.0
OR		
HIT 105	Comprehensive Medical Terminology	5.0
MATH - CHOOSE ONE		5.0

BUS 110	Business Math	5.0
OR		
MATH& 146	Introduction to Statistics	5.0
<i>Recommended for students new to online learning:</i>		
OLL 101	Success in Online Learning	3.0

Total: 47.0-49.0

# Medical Scribe Certificate (Health Information Technology)

## Description

Medical scribes work closely with medical practitioners to document patient visits and to support work flow for documentation and medical record coding. Medical Scribes can work in all types of medical environments to include emergency departments, physician offices, and urgent care. Students who complete this program may be eligible to sit for the Certified Medical Scribe Apprentice (CMSA) credential through the American College of Medical Scribe Specialists. This certificate includes medical terminology, basic anatomy, CMS Core Measures, Basics of coding, Documentation requirements, HIPAA compliance, and training in the functions and use of the electronic health record.

## Career Opportunities

Medical scribes work closely with medical practitioners to document patient visits and to support work flow for documentation and medical record coding. Medical Scribes can work in all types of medical environments to include emergency departments, physician offices, and urgent care. Students who complete this program may be eligible to sit for the Certified Medical Scribe Apprentice (CMSA) credential through the American College of Medical Scribe Specialists.

## Learning Outcomes

Upon the successful completion of this program, students should be able to:

1. Use common software applications in the performance of Medical Office functions
2. Identify regulations and legal issues pertinent to the medical office environment
3. Apply and promote ethical issues
4. Demonstrate effective oral and written communication techniques to be used with professional medical staff and patients
5. Perform medical office functions
6. Identify and apply policies and procedures surrounding Information Governance, to include classification systems, health record content and documentation, data governance, data management, and secondary data sources.
7. Identify and adhere to systems that ensure the protection of health information, to include health law, data privacy, confidentiality and security, and the release of information. (\*ELC 2)
8. Explain data and use technology found in informatics, to include health information technologies, information management strategic planning, analytics and decision support, health care statistics, research methods, consumer informatics, health information exchange, and information integrity and data quality. (\*ELC 3)
9. Apply policies and procedures for the use of data required in healthcare reimbursement and evaluate the revenue cycle management process. (\*ELC 4)
10. Identify policies and apply procedures for compliance of healthcare regulatory requirements, to include medical coding, fraud surveillance, and clinical documentation improvement. (\*ELC 5)
11. Identify leadership models, theories, and skills required for successful leadership to include the areas of change management, work design and process improvement, human resource management, training and

development, strategic and organizational management, financial management, project management, vendor/contract management, enterprise information management, all of which comply with the ethical standards of practice. (\*ELC 6)

12. Identify major concepts in supporting body of knowledge to include pathophysiology and pharmacology, anatomy and physiology, medical terminology, and computer applications

## Requirements

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### CERTIFICATE COMPLETION REQUIREMENTS

- At least 25% of the applicable credits must be earned at Tacoma Community College.
- A cumulative grade point average of 2.00 in the coursework that is applied to the certificate

<b>CORE REQUIREMENTS</b>		<b>19.0</b>
BIOL& 175	Human Biology w/Lab	5.0
ENGL& 101	English Composition I	5.0
HIT 105	Comprehensive Medical Terminology	5.0
MO 115	Medical Scribe	4.0

Total: 19.0

# Paralegal Preferred Pro-Certificate

## Description

To enter this certificate program, students must show evidence of completion of an Associate in Arts & Science degree or a Bachelor of Arts degree, earn a minimum C grade or higher in all required paralegal courses, and provide evidence of meeting-related study requirement

## Career Opportunities

TCC's Paralegal program prepares students for employment in the legal services as a specialist who will provide assistance to attorneys or other legal professionals.

## Learning Outcomes

Upon the successful completion of this program, students should be able to:

1. Recognize ethical issues that arise in a legal work environment and apply rules of professional conduct to resolve them
2. Demonstrate oral and written skills that paralegals use on the job
3. Apply basic principles of legal analysis
4. Use computers and other technology for document production, law office management, and trial preparation
5. Demonstrate sensitivity through adaptability and flexibility in working with a diverse group of people
6. Manage multi-tasks while prioritizing them to meet deadlines

## Requirements

### CERTIFICATE COMPLETION REQUIREMENTS

- At least 25% of the applicable 56 credits must be earned at Tacoma Community College.
- A cumulative grade point average of 2.00 in the coursework that is applied to the degree

<i>Core Requirements (53 credits)</i>		53.0
CU 105	Word I & Excel I	5.0
PLST 106	Legal Document Production	3.0
PLST 150	Paralegal Fundamentals and Ethics	5.0
PLST 151	Legal Research and Writing I	5.0
PLST 152	Introduction to Civil Law	5.0
PLST 153	Civil Procedure I	5.0
PLST 154	Computer Applications in the Law	3.0
PLST 156	Criminal Procedure for Paralegals	5.0
PLST 232	Interviewing and Investigations	5.0
PLST 233	Internship I - Paralegal	5.0
PLST 239	Transition Planning	1.0
PLST 251	Legal Research And Writing II	3.0
PLST 253	Civil Procedure II	3.0
<i>Elective Courses (3 credits)</i>		3.0
<i>Select a minimum of 3 credits from the following:</i>		
PLST 221	Family Law	3.0
PLST 222	Probate/Estate Planning	3.0
PLST 223	Alternative Dispute Resolution (ADR)	3.0
PLST 224	Real Estate Law	3.0

PLST 225	Bankruptcy Law	3.0
PLST 226	Administrative Law	3.0
PLST 228	Employment and Labor Law	3.0
PLST 230	Business Organization/Corporations	3.0
PLST 231	Contracts/Commercial Transactions	3.0
PLST 234	Internship II - Paralegal	5.0
PLST 235	Evidence and e-Discovery	3.0
PLST 237	Introduction to Tax Law	3.0

Total: 56.0

# Technical Support Certificate (Networking and Cybersecurity)

## Description

Builds on basic PC support and networking skills and experience to develop more advanced networking skills. Students are encouraged to take the Network+ certification exam upon certificate completion. Students must complete the Help Desk certificate or have equivalent work experience as determined by the program chair before completing this certificate.

## Career Opportunities

TCC's Networking and Cyber Security program prepares the student for careers in network administration and technical support with a focus on cyber security. The program includes a series of technical core courses that provide hands-on knowledge and skills in systems, data, networking, and security concepts. The program includes a series of non-technical core courses related to business, project, and team communication skills. Advanced coursework includes training in PC hardware and operating systems, Windows servers, networking, routing, security, and virtualization. Students can prepare for industry certifications such as A+ and Network+ in a hands-on lecture and laboratory environment.

## Learning Outcomes

Upon the successful completion of this program, students should be able to:

1. Demonstrate effective verbal and written communication skills necessary in information technology
2. Exemplify professional and ethical behaviors required to perform effectively as an information technology team member within an organization
3. Implement critical thinking skills to provide sound solutions for information technology issues
4. Plan to take responsibility for own lifelong learning including anticipation and adaptation to ever-changing business and technology environments
5. Demonstrate an integrated, comprehensive proficiency in the content area of information technology; interpolate this knowledge to the real world

## Requirements

### CERTIFICATE COMPLETION REQUIREMENTS

- At least 25% of the applicable credits must be earned at Tacoma Community College.
- A combined cumulative grade point average of 2.00 in the coursework that is applied to the certificate

### Admission Requirements: Prerequisite Coursework for Entry

CU 100	Introduction to Practical Computing	2.0
<b>CORE REQUIREMENTS</b>		<b>20.0</b>
IT 210	Operating Systems II	5.0
IT 211	Operating Systems III	5.0
IT 260	Client/Server Technology - LANs	5.0
IT 261	Administration of Networks	5.0

Total: 20.0

# Distribution Area Course List

## Communication

### Requirements

<i>Approved Communication Distribution Courses</i>		45.0
<i>Communication</i>		25.0
CMST 110	Multicultural Communication *Multicultural Course*	5.0
CMST& 220	Public Speaking	5.0
CMST& 230	Small Group Communication	5.0
CMST 320	Professional and Organizational Communication	5.0
CMST 330	Health Communication	5.0
<i>English</i>		20.0
ENGL& 101	English Composition I	5.0
ENGL& 102	Composition II: Argument and Persuasion	5.0
ENGL 103	Composition III: Writing about Literature	5.0
ENGL& 235	Technical Writing	5.0

Total: 45.0

## General Distribution

### Requirements

The following are the courses that have been approved as General Distribution courses for Tacoma Community College. COMMON COURSE NUMBERS (&): Courses listed with an ampersand (&) are identified as "common course numbers". The purpose of common course numbering is to ease transferability of courses between and among the 34 Washington State Community and Technical Colleges.

<i>Accounting</i>		15.0
ACCT& 201	Principles of Accounting I	5.0
ACCT& 202	Principles of Accounting II	5.0
ACCT& 203	Principles of Accounting III	5.0
<i>Business</i>		5.0
BUS 256	Statistical Analysis	5.0
<i>Computer Science</i>		15.0
CS 120	Computer Science Principles	5.0
CS 142	Java Programming for Engineers and Scientists I	5.0
CS 143	Java Programming for Engineers and Scientists II	5.0
<i>Early Childhood Education</i>		5.0
ECED& 105	Introduction to Early Childhood Education	5.0
<i>Education</i>		5.0
EDUC& 115	Child Development	5.0
<i>Engineering</i>		36.0
ENGR& 204	Electrical Circuits	6.0



ENGR 170	Introduction to Materials Science	5.0
ENGR& 214	Statics	5.0
ENGR& 215	Dynamics	5.0
ENGR& 224	Engineering Thermodynamics	5.0
ENGR& 225	Mechanics of Materials	5.0
ENGR 240	Applied Numerical Methods	5.0

Total: 81.0

## Humanities

### Requirements

<i>Anthropology</i>		5.0
ANTH& 207	Linguistic Anthropology	5.0
Also counts as a Multicultural course		
<i>Art</i>		113.0
ART& 100	Art Appreciation	5.0
Also counts as a Multicultural course		
ART 180	Art for Elementary Education	5.0
ART 199	Gallery Viewing Lab	1.0
ART 201	History of Western Art: Ancient	5.0
ART 202	History of Western Art: Medieval & Renaissance	5.0
ART 203	History of Western Art: Baroque through Modern	5.0
<i>Performance or Skills Courses</i>		87.0
ART 102	Two-Dimensional Design	5.0
ART 103	Three-Dimensional Design	5.0
ART 105	Beginning Drawing	5.0
ART 106	Advanced Drawing	5.0
ART 110	Beginning Graphic Design	5.0
ART 111	Intermediate Graphic Design	5.0
ART 131	Beginning Ceramics	5.0
ART 132	Intermediate Ceramics I	5.0
ART 133	Intermediate Ceramics II	5.0
ART 146	Beginning Photography	5.0
ART 147	Introduction to Digital Photography	5.0
ART 150	Beginning Printmaking	5.0
ART 156	Beginning Painting	5.0
ART 172	Beginning Sculpture	5.0
ART 232	Surface Embellishment and Form Alteration	5.0
ART 231	Low-fire Ceramics	5.0
ART 247	Intermediate Digital Photography	5.0
ART 296	Special Projects in Art	2.0
<i>Chinese</i>		15.0
CHIN& 121	Chinese I	5.0
CHIN& 122	Chinese II	5.0
CHIN& 123	Chinese III	5.0
<i>Communications</i>		25.0

CMST& 101	Introduction to Communication	5.0
CMST 110	Multicultural Communication	5.0
Counts as Multicultural requirement		
CMST& 210	Interpersonal Communication	5.0
CMST& 220	Public Speaking	5.0
CMST 320	Professional and Organizational Communication	5.0
<i>English</i>		67.0
ENGL& 220	Introduction to Shakespeare	5.0
ENGL& 226	British Literature I	5.0
ENGL& 227	British Literature II	5.0
Multicultural course		
ENGL 234	Introduction to Mythology and Folk Stories	5.0
Multicultural course		
ENGL 242	Contemporary Non-Western Literature	5.0
Multicultural course		
ENGL& 244	American Literature I	5.0
Multicultural course		
ENGL& 245	American Literature II	5.0
Multicultural course		
ENGL& 246	American Literature III	5.0
Multicultural course		
ENGL 261	The Bible as Literature	5.0
Multicultural course		
ENGL 262	Children's Literature	5.0
Multicultural course		
ENGL 271	Contemporary American Fiction	5.0
Multicultural course		
ENGL 280	Literatures of Diversity	5.0
Multicultural course		
Performance or Skills Courses		
ENGL 276	Creative Writing - Fiction	3.0
ENGL 278	Creative Writing - Poetry	2.0
ENGL 279	Creative Writing - Poetry workshop	2.0
<i>Engineering</i>		5.0
ENGR& 114	Engineering Graphics	5.0
<i>German</i>		30.0
GERM& 121	German I	5.0
GERM& 122	German II	5.0
GERM& 123	German III	5.0
GERM 201	Intermediate German I	7.5
GERM 202	Intermediate German II	7.5

<i>History</i>		10.0
HIST& 219	Native American History	5.0
HIST 231	American History, American Film	5.0
<i>Humanities</i>		45.0
HUM& 101	Introduction to Humanities	5.0
HUM 110	Introduction to Pacific Rim Cultures	5.0
HUM& 116	Humanities I	5.0
HUM& 117	Humanities II	5.0
HUM& 118	Humanities III	5.0
HUM 120	The American Multicultural Arts Experience	5.0
HUM 130	Introduction to Film	5.0
HUM 179	Themes or Topics in Humanities (Revolving Topics)	5.0
HUM 285	The City	5.0
<i>Japanese</i>		15.0
JAPN& 121	Japanese I	5.0
JAPN& 122	Japanese II	5.0
JAPN& 123	Japanese III	5.0
<i>Music</i>		91.0
MUSC& 105	Music Appreciation	5.0
MUSC 106	World Music	5.0
MUSC 110	Introduction to Digital Music	5.0
MUSC 120	Music in the Classroom	5.0
MUSC& 141	Music Theory I	5.0
MUSC& 142	Music Theory II	5.0
MUSC& 143	Music Theory III	5.0
MUSC 179	Special Topics in Music	5.0
MUSC& 241	Music Theory IV	5.0
MUSC& 242	Music Theory V	5.0
MUSC& 243	Music Theory VI	5.0
<i>Performance or Skills Course</i>		36.0
MUSC 122	Class Applied Music: Voice	2.0
MUSC 124	Class Applied Music: Piano I	2.0
MUSC 125	Class Applied Music: Piano II	2.0
MUSC 126	Class Applied Music: Piano III	2.0
MUSC 131	Applied Lessons Strings 1	1.0
MUSC 132	Applied Lessons Brass 1	1.0
MUSC 133	Applied Lessons Woodwind 1	1.0
MUSC 134	Applied Lessons Percussion 1	1.0
MUSC 135	Applied Lessons Keyboard 1	1.0
MUSC 136	Applied Lessons Voice 1	1.0
MUSC 152	Chamber Choir I	2.0
MUSC 160	Orchestra I	2.0
MUSC 161	Symphonic Band I	2.0
MUSC 165	Jazz Band I	2.0
MUSC 231	Applied Lessons Strings 2	1.0
MUSC 232	Applied Lessons Brass 2	1.0
MUSC 233	Applied Lessons Woodwind 2	1.0
MUSC 234	Applied Lessons Percussion 2	1.0

MUSC 235	Applied Lessons Keyboard 2	1.0
MUSC 236	Applied Lessons Voice 2	1.0
MUSC 252	Chamber Choir II	2.0
MUSC 260	Orchestra II	2.0
MUSC 261	Symphonic Band II	2.0
MUSC 265	Jazz Band II	2.0

<i>Philosophy</i>		15.0
PHIL& 101	Introduction to Philosophy	5.0
PHIL 201	Ethics and Policy in Health Care I	3.0
PHIL 202	Ethics and Policy in Health Care II	2.0
PHIL 320	Ethical Decision Making	5.0

<i>Spanish</i>		30.0
SPAN& 121	Spanish I	5.0
SPAN& 122	Spanish II	5.0
SPAN& 123	Spanish III	5.0
SPAN& 221	Intermediate Spanish 1	5.0
SPAN& 222	Intermediate Spanish 2	5.0
SPAN& 223	Intermediate Spanish 3	5.0

Total: 466.0

## Multicultural

### Requirements

The following is a list of courses that meet TCC's Multicultural Course Requirement for the Associate In Arts Degree

<i>Multicultural Courses that are also approved Distribution Courses</i>	325.0
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The following courses satisfy both the multicultural degree requirement and are counted as distribution courses.

ANTH& 100	Survey of Anthropology	5.0
ANTH& 206	Cultural Anthropology	5.0
ANTH& 207	Linguistic Anthropology	5.0
ANTH& 210	Indians of North America	5.0
ANTH 220	Ethnographies of American Cultures	5.0
ART& 100	Art Appreciation	5.0
BUS 150	Global Business	5.0
CHIN& 121	Chinese I	5.0
CHIN& 122	Chinese II	5.0
CHIN& 123	Chinese III	5.0
CMST 110	Multicultural Communication	5.0
EDUC 220	Diversity in Education	5.0
ENGL& 227	British Literature II	5.0
ENGL 234	Introduction to Mythology and Folk Stories	5.0
ENGL 242	Contemporary Non-Western Literature	5.0
ENGL& 244	American Literature I	5.0
ENGL& 245	American Literature II	5.0
ENGL& 246	American Literature III	5.0

ENGL 261	The Bible as Literature	5.0
ENGL 262	Children's Literature	5.0
ENGL 271	Contemporary American Fiction	5.0
ENGL 280	Literatures of Diversity	5.0
GERM& 121	German I	5.0
GERM& 122	German II	5.0
GERM& 123	German III	5.0
GERM 201	Intermediate German I	7.5
GERM 202	Intermediate German II	7.5
HIST& 126	World Civilizations I	5.0
HIST& 127	World Civilizations II	5.0
HIST& 128	World Civilization III	5.0
HIST 210	History of Modern Europe	5.0
HIST 211	History of China	5.0
HIST& 219	Native American History	5.0
HIST& 220	African-American History	5.0
HIST 230	History of Japan	5.0
HIST 231	American History, American Film	5.0
HIST 240	Religion in America	5.0
HUM& 101	Introduction to Humanities	5.0
HUM 110	Introduction to Pacific Rim Cultures	5.0
HUM& 116	Humanities I	5.0
HUM& 117	Humanities II	5.0
HUM& 118	Humanities III	5.0
HUM 120	The American Multicultural Arts Experience	5.0
JAPN& 121	Japanese I	5.0
JAPN& 122	Japanese II	5.0
JAPN& 123	Japanese III	5.0
MUSC 106	World Music	5.0
PSYC& 200	Lifespan Psychology	5.0
SOC& 101	Introduction to Sociology	5.0
SOC 120	Introduction to Women's Studies	5.0
SOC& 201	Social Problems	5.0
SOC 205	Sociology of African Americans	5.0
SOC 222	Sociology of Sport	5.0
SOC 238	Sociology of Latinx Americans	5.0
SOC 255	Sociology of Military and Society	5.0
SOC 262	Race and Ethnic Relations	5.0
SOC 265	Sociology of Asian Americans	5.0
SOC 287	Sociology of Gender and Sexuality	5.0
SPAN& 121	Spanish I	5.0
SPAN& 122	Spanish II	5.0
SPAN& 123	Spanish III	5.0
SPAN& 221	Intermediate Spanish 1	5.0
SPAN& 222	Intermediate Spanish 2	5.0
SPAN& 223	Intermediate Spanish 3	5.0

#### *Non-Distribution Multicultural Courses*

20.0

The following approved multicultural courses do not satisfy any distribution requirements for the Associate of Arts Degree. They do satisfy the Multicultural degree requirement and may apply to the "other college-level electives requirement"

CHP 260 (same as CHP 360)	Global Health	5.0
CHP 440	Health, Culture, and Diversity	5.0
ECE 130	Cultural Competency and Responsiveness in Early Childhood Education	2.0
HD 110	Human Relations	3.0
HSP 126	Cultural Competencies for Human Services	5.0

Total: 345.0

## Natural Sciences

### Requirements

<i>Biological, Earth, and Physical Science Courses</i>		171.0-178.0
<i>Anthropology</i>		15.0
<i>Non-Lab</i>		15.0
ANTH& 205	Biological Anthropology	5.0
ANTH& 237	Human Osteology	5.0
ANTH& 245	Primatology	5.0
<i>Astronomy</i>		10.0
<i>Lab Courses</i>		10.0
ASTR& 110	The Solar System	5.0
ASTR& 115	Stars, Galaxies and the Cosmos	5.0
<i>Biology</i>		72.0-79.0
<i>Lab Courses</i>		70.0-77.0
BIOL& 100	Survey of Biology	5.0
BIOL 105 (same as GEOL 108)	Fossils and the History of Life	5.0
BIOL 110	Ecology	5.0
BIOL 125	Biology in the Field	5.0-12.0
BIOL 140	Marine Biology	5.0
BIOL& 160	General Cell Biology	5.0
BIOL& 175	Human Biology w/Lab	5.0
BIOL& 221	Introduction to Evolution, Ecology and Biodiversity	5.0
BIOL& 222	Introduction to Cellular and Molecular Biology	5.0
BIOL& 223	Introduction to the Biology of Organisms	5.0
BIOL& 241	Human Anatomy and Physiology 1	5.0
BIOL& 242	Human Anatomy and Physiology 2	5.0
BIOL 243	Current Advances in Human Anatomy and Physiology	5.0
BIOL& 260	General Microbiology	5.0
<i>Non-Lab Courses</i>		2.0
BIOL 179	Special Topics in Biology	2.0
<i>Botany</i>		7.0
<i>Lab Courses</i>		5.0
BOT 101	General Botany	5.0

<i>Non-Lab Courses</i>		2.0
BOT 179	Special Topics in Botany	2.0
<i>Chemistry</i>		50.0
<i>Lab Courses</i>		50.0
CHEM& 110	Chemical Concepts w/lab	5.0
CHEM& 121	Introduction to Inorganic Chemistry	5.0
CHEM& 131	Introduction to Organic/Biochemistry	5.0
CHEM& 140	General Chemistry Prep w/Lab	5.0
CHEM& 161	General Chemistry w/Lab I	5.0
CHEM& 162	General Chemistry w/Lab II	5.0
CHEM& 163	General Chemistry w/Lab III	5.0
CHEM& 261	Organic Chemistry w/Lab I	5.0
CHEM& 262	Organic Chemistry w/Lab II	5.0
CHEM& 263	Organic Chemistry w/Lab III	5.0
<i>Environmental Science</i>		17.0
<i>Lab Courses</i>		10.0
ENVS& 101	Introduction to Environmental Science	5.0
ENVS 210	Maps, GIS and the Environment	5.0
<i>Non-Lab Courses</i>		7.0
ENVS 105	Climate Change	5.0
ENVS 179	Special Topics in Environmental Science	2.0
<i>Geography</i>		10.0
<i>Lab Courses</i>		10.0
GEOG 205	Physical Geography	5.0
GEOG 210	Maps, GIS and the Environment	5.0
<i>Geology</i>		21.0-32.0
<i>Lab courses</i>		20.0-27.0
GEOL& 101	Introduction to Physical Geology	5.0
GEOL 108 (same as BIOL 105)	Fossils and the History of Life	5.0
GEOL 125	Geology in the Field	5.0-12.0
GEOL& 208	Geology of the Pacific Northwest	5.0
<i>Non-Lab Courses</i>		1.0-5.0
GEOL 179	Special Topics in Geology	1.0-5.0
<i>Nutrition</i>		5.0
<i>Non-Lab Courses</i>		5.0
NUTR& 101	Human Nutrition	5.0
<i>Oceanography</i>		6.0-10.0
<i>Lab Courses</i>		5.0

OCEA& 101	Introduction to Oceanography	5.0
<i>Non-Lab Courses</i>		1.0-5.0
OCEA 179	Special Topics in Oceanography	1.0-5.0
<i>Physics</i>		41.0
<i>Lab Courses</i>		36.0
PHYS& 114	General Physics I	6.0
PHYS& 115	General Physics II	6.0
PHYS& 116	General Physics III	6.0
PHYS& 221	Engineering Physics - Mechanics	6.0
PHYS& 222	Engineering Physics - Electricity and Magnetism	6.0
PHYS& 223	Engineering Physics - Waves, Optics, and Thermodynamics	6.0
<i>Science</i>		5.0
<i>Lab Courses</i>		5.0
SCI 105	Introductory Topics in Natural Science	5.0
<i>General Science Courses</i>		15.0
All of these are Non-Lab Courses		
<i>Health Information Technology</i>		10.0
HIT 160	Pathophysiology	5.0
HIT 161	Pathopharmacology	5.0
<i>Nutrition</i>		5.0
NUTR 250	Nutrition in Healthcare I	3.0
NUTR 251	Applied Nutrition for Nursing	2.0

Total: 269.0-291.0

## Quantitative/Symbolic Reasoning

### Requirements

<i>Quantitative/Symbolic Reasoning Distribution courses</i>		72.0
<p>The following are the courses that have been approved as Quantitative/Symbolic Reasoning Distribution courses for Tacoma Community College. Courses listed with an ampersand (&amp;) are identified as "common course numbers". The purpose of common course numbering is to ease transferability of courses between and among the 34 WA ctcs. Courses are considered "common" if the official college catalog descriptions are similar enough to be equivalent at a receiving ctc college for transfer purposes. You can find the common course number database here: <a href="https://ccn.sbctc.edu/">https://ccn.sbctc.edu/</a></p>		
MATH& 107	Math in Society	5.0
MATH& 131	Math for Elementary Education 1	5.0
MATH& 132	Math for Elementary Education 2	5.0
MATH& 141	Precalculus I	5.0
MATH& 142	Precalculus II	5.0
MATH& 146	Introduction to Statistics	5.0
MATH 147	College Algebra for Business and Economics	5.0



MATH& 148	Business Calculus	5.0
MATH& 151	Calculus I	5.0
MATH& 152	Calculus II	5.0
MATH& 153	Calculus III	5.0
MATH 179	Special Topics in Mathematics	2.0
MATH 220	Linear Algebra	5.0
MATH 238	Elements of Differential Equations	5.0
MATH& 254	Calculus IV	5.0

Total: 72.0

## Social Sciences

### Requirements

The following are the courses that have been approved as Social Science Distribution courses for Tacoma Community College. This list applies to the Associate of Arts and Associate of Science degrees. Upper division courses (300-400) have additional entry requirements and are primarily for Bachelor of Applied Science (BAS) students. COMMON COURSE NUMBERS (&): Courses listed with an ampersand (&) are identified as "common course numbers". The purpose of common course numbering is to ease transferability of courses between and among the 34 Washington State Community and Technical Colleges..

<i>Anthropology</i>		45.0
ANTH& 100	Survey of Anthropology	5.0
ANTH& 204	Archaeology	5.0
ANTH& 205	Biological Anthropology	5.0
ANTH& 206	Cultural Anthropology	5.0
ANTH& 207	Linguistic Anthropology	5.0
ANTH& 210	Indians of North America	5.0
ANTH 220	Ethnographies of American Cultures	5.0
ANTH& 237	Human Osteology	5.0
ANTH& 245	Primatology	5.0
<i>Business</i>		25.0
BUS& 101	Introduction to Business	5.0
BUS 150	Global Business	5.0
BUS& 201	Business Law	5.0
BUS 310	Organizational and Interpersonal Behavior	5.0
BUS 330	Legal Environments in Business	5.0
<i>Economics</i>		10.0
ECON& 201	Micro Economics	5.0
ECON& 202	Macro Economics	5.0
<i>Education</i>		10.0
EDUC& 205	Introduction to Education w/ Field Experience	5.0
EDUC 220	Diversity in Education	5.0
<i>Engineering</i>		5.0
ENGR& 104	Introduction to Engineering and Design	5.0
<i>History</i>		80.0
HIST& 126	World Civilizations I	5.0

HIST& 127	World Civilizations II	5.0
HIST& 128	World Civilization III	5.0
HIST& 146	US History I	5.0
HIST& 147	US History II	5.0
HIST& 148	US History III	5.0
HIST 210	History of Modern Europe	5.0
HIST 211	History of China	5.0
HIST& 214	Pacific NW History	5.0
HIST& 219	Native American History	5.0
HIST& 220	African-American History	5.0
HIST 230	History of Japan	5.0
HIST 231	American History, American Film	5.0
HIST 240	Religion in America	5.0
HIST 244	The 1960s	5.0
HIST 249	America and the Rise to Globalism	5.0
<i>Political Science</i>		30.0
POLS& 101	Introduction to Political Science	5.0
POLS& 201	Introduction to Political Theory	5.0
POLS& 202	American Government	5.0
POLS& 203	International Relations	5.0
POLS 231	Politics and Film	5.0
POLS 240	Environmental Politics and Sustainability	5.0
<i>Psychology</i>		45.0
PSYC& 100	General Psychology	5.0
PSYC& 180	Human Sexuality	5.0
PSYC& 200	Lifespan Psychology	5.0
PSYC 202	Biopsychology	5.0
PSYC 205	Introduction to Personality	5.0
PSYC 209	Fundamentals of Psychological Research	5.0
PSYC& 220	Abnormal Psychology	5.0
PSYC 240	Social Psychology	5.0
PSYC 360	Health Psychology	5.0
<i>Sociology</i>		60.0
SOC& 101	Introduction to Sociology	5.0
SOC 120	Introduction to Women's Studies	5.0
SOC 200	Introduction to Research Methods for Sociologists	5.0
SOC& 201	Social Problems	5.0
SOC 205	Sociology of African Americans	5.0
SOC 222	Sociology of Sport	5.0
SOC 238	Sociology of Latinx Americans	5.0
SOC 255	Sociology of Military and Society	5.0
SOC 262	Race and Ethnic Relations	5.0
SOC 265	Sociology of Asian Americans	5.0
SOC 271	Introduction to the Sociology of Deviance and Social Control	5.0
SOC 287	Sociology of Gender and Sexuality	5.0
<i>Social Science</i>		5.0
SOCSOC 204	Psychosocial Issues in Healthcare 1	3.0
SOCSOC 205	Psychosocial Issues in Healthcare 2	2.0

## Writing Intensive

### Requirements

The following is a list of distribution courses that are considered writing intensive. A course is considered writing intensive when it includes 1) at least 1/3 of the coursework is writing assignments appropriate to the discipline 2) at least twelve pages of graded writing 3) at least one research paper using discipline-specific research and writing conventions

<i>Business</i>		5.0
BUS 150	Global Business	5.0
<i>English</i>		67.0
ENGL& 220	Introduction to Shakespeare	5.0
ENGL& 226	British Literature I	5.0
ENGL& 227	British Literature II	5.0
ENGL 234	Introduction to Mythology and Folk Stories	5.0
ENGL 242	Contemporary Non-Western Literature	5.0
ENGL& 244	American Literature I	5.0
ENGL& 245	American Literature II	5.0
ENGL& 246	American Literature III	5.0
ENGL 261	The Bible as Literature	5.0
ENGL 262	Children's Literature	5.0
ENGL 271	Contemporary American Fiction	5.0
ENGL 276	Creative Writing - Fiction	3.0
ENGL 278	Creative Writing - Poetry	2.0
ENGL 279	Creative Writing - Poetry workshop	2.0
ENGL 280	Literatures of Diversity	5.0
<i>Humanities</i>		20.0
HUM& 101	Introduction to Humanities	5.0
HUM& 116	Humanities I	5.0
HUM& 117	Humanities II	5.0
HUM& 118	Humanities III	5.0
<i>Psychology</i>		10.0
PSYC& 200	Lifespan Psychology	5.0
PSYC 209	Fundamentals of Psychological Research	5.0

Total: 102.0

# What Specialty programs does TCC offer?

## Basic Education for Adults

The Basic Education for Adults (BEaA) department offers a variety of courses and programs to help you with your educational goals including:

- Earning a high school diploma or GED
- Building basic reading, writing and math skills
- Building English language skills
- Exploring and entering a college or career pathway

Our programs are designed for adults 18 years of age or older. If you are between the ages of 16 and 18, you will need a high school release to participate. We can help you with this process.

Tuition for BEaA classes is only \$25 each quarter. Some courses have additional class fees. The total cost for a quarter is usually between \$30 and \$50. We have partial tuition assistance if you need it.

For more information about our programs please call us at 253-566-5144 or email us at [basicskills@tacomacc.edu](mailto:basicskills@tacomacc.edu). We look forward to working with you.

## Integrated Basic Education and Skills Training (I-BEST)

I-BEST programs are learning communities that allow you to earn college-level credits while still working on your English language, basic skills or high school diploma. There are options for earning certificates as well as building towards a degree and all of our I-BEST programs offer additional supports to help you be successful. Call 253-566-5375 for enrollment information or stop by the Basic Education for Adults office in Bldg. 7.

## College and Career Pathway Academy (CCPA)

CCPA is one of TCC's Exploratory Learning Communities and is designed to help students begin their college pathway and explore career options while continuing to build reading, writing, and research skills. In this learning community you will take a pre-college English course, College Success (COL 101), and Introduction to Communication Studies (CMST& 101). You will have two professors who will connect the content from these courses and provide wrap around support.

## Fresh Start

Fresh Start is a re-engagement program for youth ages 16-21 years who want to earn a high school diploma and/or associate degree at Tacoma Community College. The Fresh Start Program covers tuition and fees as well as books for eligible students. Students in the Fresh Start Program will experience a variety of wrap around support services.

Interested students should call 253-566-5086 or visit [the TCC Fresh Start website](http://www.tacomacc.edu/academics-programs/college-high-school/freshstart).

Detailed links for printing:

Fresh Start Website: [www.tacomacc.edu/academics-programs/college-high-school/freshstart](http://www.tacomacc.edu/academics-programs/college-high-school/freshstart)

## International Student Services and Programs

TCC welcomes you to be a part of our international student family. Come see what being an international Titan is all about! You will find a warm and friendly environment which embraces cultures from all over the world. We love our international students, and we are here to help you during your journey with us. You can find the international programs office on the second floor of Building 11 at the Tacoma campus. Employees in the international office are here to help you with your application, course registration, academic advising, placement with a homestay

family, and provide you with immigration advice. These services are all designed to help you become comfortable in your new environment.

Most of you will want to continue your studies at another college or university upon finishing your degree at TCC. We have over 20 direct transfer agreements for you to choose from including: Arizona State University, Gonzaga University, the University of Washington–Tacoma, Washington State University, and many more. You can find the full list of our university transfer partners on [the TCC website](#).

We hope you will contact us at: 253-566-5190 or visit [the International Students website](#).

We welcome you to make TCC your home away from home. We look forward to helping you achieve your educational goals and dreams!

Detailed links for printing:
University Transfer Partners: <a href="http://www.tacomacc.edu/costs-admission/admission-process/international/universitytransfer">www.tacomacc.edu/costs-admission/admission-process/international/universitytransfer</a>
International Students website: <a href="http://www.tacomacc.edu/costs-admission/admission-process/international">www.tacomacc.edu/costs-admission/admission-process/international</a>

## Learning Communities

In Learning Communities, two or more of your classes are joined into one, and teachers work together to connect their content and support and mentor you. We have two kinds of Learning Communities at TCC: Exploratory and Subject-Specific.

### Exploratory Learning Communities

We encourage students to choose an Exploratory Learning Community in their first quarter at TCC. These communities include English 101 and College Success 101. For students who wish to brush up on reading, writing, and research skills before taking English 101, we offer the College and Career Pathway Academy (CCPA), an exploratory learning community that provides additional support for navigating college. In these Learning Communities, you'll connect with classmates as you explore career choices and develop action plans for earning your degree. You'll build confidence, further develop your own unique skills and learn how to create the kinds of personal and professional networks that help people thrive throughout the lifespan of their careers. Plus, you'll refine your ability to communicate powerfully about your passion for your work and your life.

If you already have an idea for what you want to study, you can choose one of our Career Cluster Exploratory Learning Communities, which will help you narrow your broad interest (such as Health & Wellness) into a specific career choice (like respiratory therapist). Those Career Cluster Exploratory Learning Communities are: Health & Wellness, Arts & Communication, Business, STEM (science, technology, engineering, math), and People & Communities (Social Sciences, Education, Environment, and Human Services).

If you're not sure what you want to study, you can choose one of our All Pathways Exploratory Learning Communities or CCPA, which will give you the chance to explore within all five of our Career Clusters.

### Subject-Specific Learning Communities

Once you've gotten a couple of quarters under your belt, we encourage you check out our Subject Specific Learning Communities. These give you a chance to dive deep into your major with a team of instructors and classmates who are as eager to explore as you are.

One example of a Subject-Specific Learning Community is our combined Psychology 202 and Biology 175. Check with your advisor for more options as you progress towards your degree.

## Re-Entry / New Chances

Tacoma Community College acknowledges our partnerships at the Department of Corrections; and specifically our connection to the Mission Creek Corrections Center for Women and the Washington Corrections Center for Women. There, we provide educational programming, outreach, and support services for some of our community's most vulnerable cohorts - students and families affected by incarceration.

TCC provides options for high school completion, career training, and courses toward earning an associate degree. We offer wrap-around services that include advising, college placement, financial aid, career counseling, and

community support. We assist students who are exiting the justice system by connecting them with resources that will allow students timely enrollment in college to continue their academic pursuits.

We maintain critical connections with resources in our area, including the Tacoma Resources and Opportunity Center, Pioneer Human Services, Peirce County Jail, Civil Survival, DSHS, Washington State Native American Indian Tribes, SBCTC, Community Partnership for Transition Solutions, Department of Corrections, Progress House work release, and the Metropolitan Development Center.

We know that education is a critical vehicle for access to more opportunities and we know how challenging it can be to attend school while navigating re-entry. We are here to help you!

For more information, contact Larry Quintana, Re-entry Navigator, Email: [lquintana@tacomacc.edu](mailto:lquintana@tacomacc.edu) / Phone: 253-460-4394 / TCC New Chances 6501 South 19th Street, Bldg. 7, Tacoma, WA 98466.

## Running Start

Running Start is a partnership between the Washington State community college system and Washington's public school districts through which eligible high school juniors and seniors may enroll in TCC courses tuition free (other costs apply).

College credits earned through Running Start apply toward high school graduation and satisfy college requirements (within guidelines of the program). To be eligible for Running Start, students must have college-level English skills.

For more information, visit the [TCC Running Start webpage](#) or contact the program at 253-566-6061 or [runstart@tacomacc.edu](mailto:runstart@tacomacc.edu).

Detailed links for printing:

Running Start Website: [www.tacomacc.edu/academics-programs/college-high-school/runningstart](http://www.tacomacc.edu/academics-programs/college-high-school/runningstart)

## TCC in the High School

The TCC in the High School program offers college credits for select courses taught in participating high schools. All program instructors are qualified high school teachers who work closely with TCC faculty to ensure that the high school course is equivalent to a college-level course.

To learn more, visit the [TCC in the High School webpage](#).

Detailed links for printing:

TCC in the High School Website: [www.tacomacc.edu/academics-programs/college-high-school/tccinhighschool](http://www.tacomacc.edu/academics-programs/college-high-school/tccinhighschool)

## Residency

Residency is determined when students apply for admissions at Washington State community colleges and public universities based on revised code of Washington ([RCW 28B.15.012-014](#)). To be classified as a resident for tuition purposes, students must have established a domicile in Washington for 12 continuous months prior to the beginning of the quarter. "Domicile" is a legal term used to describe a person's true, fixed, and permanent home. A person can only have one legal domicile at a time. To establish a domicile in Washington, a person must prove physical presence in the state plus intent to permanently remain in the state.

- Independent students must have a domicile for 12 consecutive months for purposes other than education. Independent students use their own income, or financial aid in their name, to pay living and tuition expenses and are not claimed as a dependent exemption on a tax return, regardless of age.
- Dependent students are required to have a parent or court appointed legal guardian who has maintained a domicile for 12 consecutive months

- U.S. citizens, permanent residents, residency affidavit qualifiers, DACA, E, H, and L visas (and others), and students Permanently Residing Under Color of Law (PRUCOL) must have a domicile for 12 consecutive months
- Applications to change residency status will be accepted up to the 30th calendar day following the first day of the instruction of the quarter for which application is made. Applications made after that date in any quarter shall be considered for the following quarter. If non-resident tuition was paid and the request was approved, the difference in tuition will be refunded.

### **Establishing a Domicile**

When applying for a residency status change, students must provide evidence of an establish Washington domicile to verify they meet residency requirement. A variety of factors are considered and include the following:

- WA driver's license or state identification obtained 12 months prior to quarter
- WA vehicle registration if you use or own a vehicle registered 12 months prior to quarter
- WA voter registration with date registered
- Lease, rental agreement, home purchase verifying domicile in Washington for 12 consecutive months prior to quarter
- Copy of federal tax return/W2 or paystubs When the domicile documents are reviewed, the residency officer will determine when the one year waiting period starts. The evidence provided must qualify the student as a resident prior to the first day of the quarter. Students who enroll in six credits or more during their year of eligibility are presumed to have moved to Washington for primarily education purposes; therefore, they will need to overcome this presumption. The burden of proof is on the applicant.

### **Military Personnel**

#### **Veterans**

- A veteran who lives in the state in which the institution of higher learning is located (regardless of their formal state of residence) and enrolls in the school may qualify for resident tuition rates.
- A spouse or child using transferred benefits who lives in the state in which the institution of higher learning is located (regardless of their formal state of residence) and enrolls in the school may qualify for resident tuition rates.
- A spouse or child using benefits under the Marine Gunnery Sergeant John David Fry Scholarship who lives in the state in which the institution of higher learning is located (regardless of their formal state of residence) and enrolls in the school may qualify for resident tuition rates.
- Section 103 of PL 115-407, Veterans Benefits and Transition Act of 2018 amends Title 38 US Code 3679: Tacoma Community College has a policy in place that will allow a veteran student and family member to attend or participate in a course of education, pending VA payment, providing the veteran student and family member submits a certificate of eligibility of entitlement to educational assistance.

#### **Active Duty**

Active duty military, Washington National Guard members, and their spouses and dependents qualify as residents for tuition purposes. The military orders for WA state need to be submitted to Admissions via email ([admissions@tacomacc.edu](mailto:admissions@tacomacc.edu)) or in-person to the Enrollment Services office in building 7.

Those who maintain a Home of Record of WA state, and that are stationed elsewhere, may qualify for resident tuition rates. The military member's Leave and Earnings Statement (LES) needs to be submitted to the Admissions department for review. Section 103 of PL 115-407, "Veterans Benefits and Transition Act of 2018" amends Title 38 US Code 3679:

Tacoma Community College has a policy in place that will allow a veteran student and family member to attend or participate in a course of education, pending VA payment, providing the veteran student and family member submits a certificate of eligibility for entitlement to educational assistance under Chapter 31 or Chapter 33.



## Residency Affidavit Eligibility

The Residency Affidavit allows eligible students to pay resident tuition rates at Washington state colleges and universities. This affidavit is only for those who do not qualify for residency through the standard residency process. To qualify for resident tuition status, students must complete the affidavit/ declaration/certification if they have met the following conditions:

- Resided in WA state for one year prior to the student's admitted quarter with our institution.
- Completed the equivalent of a high school diploma (diploma, GED, etc) within the United States.
- Agree that when they are eligible to do so, they will apply for a valid citizenship status within the US if they do not currently have one.

If the above criteria has been met, the student may complete the Residency Affidavit with the Admissions department or while completing the Washington State Financial Aid Application (WASFA).

The Basic Education for Adults (BEA) department offers a high school completion program for students aged 21 and older. Undocumented students are welcome to participate in this program to earn a high school diploma.

## Deferred Action for Childhood Arrivals (DACA)

On June 15, 2012, the Secretary of Homeland Security announced that individuals who came to the United States as children and meet several guidelines may request consideration of deferred action for a period of two years, subject to renewal. They are also eligible for work authorization. Deferred action is a use of prosecutorial discretion to defer removal action against an individual for a certain period of time. Deferred action does not provide lawful status.

If a student has been approved for DACA (current or expired), they will need to submit official documentation, such as Employment Authorization (EAD), to the Admission department to be reviewed for resident tuition.

For additional residency information, please call 253-566-5108 or email [admissions@tacomacc.edu](mailto:admissions@tacomacc.edu).

## Access Services

We are Access Services, and we work to provide reasonable accommodations and support services for students with disabilities in accordance with the A.D.A. (as amended) and Section 504 of the Rehabilitation Act. We support the social and identity models of disability, celebrating disability as an integral part of diversity on our campus. Our goal is to provide access and equitable opportunities in the classroom while promoting the use of Universal Design in our classrooms and beyond.

The transition from high school to college accommodations can be quite difficult. We work with students to help them identify differences between high school and college accommodations and work with each student to identify potential access barriers in the classroom and the college environment.

Some of our students come to TCC without a medical diagnosis. We will still work with these students. We may ask to meet with the students at the beginning of each quarter to understand functional limitations in the college environment. Our goal is to make your experience at TCC as accessible and equitable as possible. Please reach out to our staff to learn more about our services. Visit the [Access Services Website](https://www.tacomacc.edu/academics-programs/academic-support/access-services/access_services) or explore the [New Student Registration online](https://sierra.accessiblelearning.com/s-TacomaCC/ApplicationStudent.aspx) for more information.

- Email: [access@tacomacc.edu](mailto:access@tacomacc.edu)
- Phone: Call or text at 360-504-6357
- Office Location: Building 7, North at the Main Campus in Tacoma. There is an accessible ramp on the back of the building, right next to the staff parking lot.

Detailed links for printing:

Access Services Website: [https://www.tacomacc.edu/academics-programs/academic-support/access-services/access\\_services](https://www.tacomacc.edu/academics-programs/academic-support/access-services/access_services)

New Student Registration: <https://sierra.accessiblelearning.com/s-TacomaCC/ApplicationStudent.aspx>



## Bookstore, ID, and Parking

### Bookstore

New and used textbooks for TCC courses may be purchased in the Bookstore, building 11. Art and classroom supplies, nursing uniforms, and postage stamps are also available. Anyone can place special book orders through the Bookstore. Students can order textbooks online approximately four weeks before classes start. The [online store](#) also provides an assortment of clothing, supplies, TCC imprinted items, graduation regalia, and bargain books. Coffee, drinks, and a variety of snacks are available in the Convenience Store, located inside the Bookstore. Orders can be shipped or picked up in-store or at the Gig Harbor Campus.

### ID

Photo identification cards providing access to TCC's library, computer lab, and fitness center are available through the Campus Public Safety office, building 14.

### Parking

Students are required to display a parking permit when parking in designated student parking areas (unmarked spaces). Employees are required to have a valid parking permit to park in designated administrative or faculty/staff designated parking spaces. Parking permits must be properly placed inside, on the lower-left corner of the vehicle windshield. Employees and students may not park in visitor designated parking spaces. Failure to obtain a permit or to adhere to parking and traffic rules and regulations may result in fines or other penalties. Parking permits may be obtained through the Campus Public Safety office located in Bldg. 14.

### Bus Information

Currently enrolled students are eligible for a FREE Pierce Transit ORCA bus pass. This pass is good for all regular PIERCE country routes for the entire Quarter. One pass per student.

There are two ways to receive an ORCA pass. You can pick up your pass in the Office of Student Engagement (Building 11, Upstairs) or you can receive the mobile app. Please note the mobile app is a third party system called Passage. If you choose to receive the mobile app, you will receive an email invitation from the app to join. You will need to download the app onto your phone and then register your email. Once complete, you will be able to use the pass on your phone to board the bus.

Your pass will be active until the first week of the following quarter.

Detailed links for printing:

Online Bookstore: [tacomacc.edu/tcc-life/campus-services/bookstore](http://tacomacc.edu/tcc-life/campus-services/bookstore)

## Exploring Careers and College Success

You know you want to train for a career, and maybe you even know what general area you want to study (like business or science). But how do you learn about the different career choices within your area of interest – and decide which one is right for you? And what if you don't know yet what you want to study?

### Exploratory Learning Communities

In Learning Communities, two or more of your classes are joined into one, and teachers work together to connect their content and support and mentor you.

We encourage students to choose an Exploratory Learning Community in their first quarter at TCC. These courses join English&101 and College 101. In this exploratory experience, you'll connect with classmates as you explore career choices and develop action plans for earning the degree you need to begin that career. You'll build confidence, further develop your own unique skills and learn how to create the kinds of personal and professional networks that help people thrive throughout the lifespan of their careers. Plus - you'll refine your ability to communicate powerfully about your passion for your work and your life.

If you already have an idea for what you want to study, you can choose one of our Career Cluster Exploratory Learning Communities, which will help you narrow your broad interest (such as Healthcare) into a specific career choice (like respiratory therapist). Those Career Cluster Exploratory Learning Communities are: Healthcare; Creative Arts, Language, and Communication; Business, Paralegal, and Technology; Science, Engineering, and Math; and Education, Social & Behavioral Sciences.

If you're not sure what you want to study, you can choose one of our All Pathways Exploratory Learning Communities, which will give you the chance to explore within all five of our Career Clusters. Or, you can join the College and Career Pathway Academy (CCPA) in which students co-enroll in pre-college English, College Success, and Communication Studies 101 (CMST& 101). This Learning Community is for students who want to begin exploring career pathway options while brushing up on reading, writing, and research skills

If an Exploratory Learning Community doesn't fit your schedule, we still encourage you to take the required College 101 class by itself in your first quarter. In addition to the career exploration content described above, all College 101 classes help you nail "how to do college" – from figuring out degree plans to registering for classes to getting financial aid paperwork together to getting involved in college groups and activities.

## Career Center

The Career Center, located in building 7, offers extensive resources to assist students in making career and educational decisions including:

- Individual career assessment to explore interests, identify personal strengths and match skills with career opportunities
- Access to a Career Coach to help match students with TCC education pathways and careers
- Washington Occupational Information Services (WOIS), a system providing access to accurate, up-to-date occupational and educational information specific to Washington State
- Catalogs for colleges and universities; contacts for Washington schools
- Assistance in finding full-time, part-time, temporary and seasonal employment
- Assistance with job-search skills, including resume assistance and interviewing techniques
- Internships and volunteer opportunities

Learn more at the [career center website](#).

Detailed links for printing:
Career Center Website: <a href="http://tacomacc.edu/tcc-life/career_center">tacomacc.edu/tcc-life/career_center</a>

## Advising

Advising at TCC is integrated and student-centered. TCC encourages students to make appropriate choices based on their abilities, interests and values, and supports them in achieving their personal, academic and career goals. Academic advisors assist new students with the planning and completion of class schedules consistent with their educational goals. Students are encouraged to meet with their academic advisors each quarter to track their educational progress. Once students have identified educational goals, developed plans for achieving their goals, and demonstrated progress, they are assigned faculty advisors.

Visit the [advising webpage](#) for more information.

Detailed links for printing:
Advising Website: <a href="http://www.tacomacc.edu/academics-programs/academic-support/advising/">www.tacomacc.edu/academics-programs/academic-support/advising/</a>

## Transfer Students

After applying, students who have attended another college should have their official transcripts sent from the previous institutions to Enrollment Services (6501 S. 19th St. Tacoma, WA 98466 or [credeval@tacomacc.edu](mailto:credeval@tacomacc.edu)). Students may also drop sealed official transcripts to building 7.

Official transcripts are evaluated after a student has enrolled in classes. Allow 6-8 weeks for an official transcript evaluation. Unofficial transcripts, grade reports and online printouts will not be accepted for an official evaluation.

Once completed, you can review your transfer-in credits in your ctcLink Student Center. You can also obtain a copy of your transfer-in credits at Enrollment Services, Bldg. 7 (picture ID required). After reviewing your transfer-in credits, email [credeval@tacomacc.edu](mailto:credeval@tacomacc.edu) if you have questions. You do not have to wait for your transcript to be

evaluated before you meet with an advisor. Send unofficial transcripts to [placement@tacomacc.edu](mailto:placement@tacomacc.edu) before advising appointment.

# How do I manage my class schedule?

## Enrollment

Enrollment is the process of registering for classes each quarter. Detailed information and procedures for enrollment can be found by visiting the [enrollment services website](#). Important dates and deadlines can be found by viewing TCC's [academic calendar online](#). Summer quarter and short courses have prorated deadlines.

Students enroll for classes using the [ctcLink Student Center](#). New students are required to complete the [Online New Student Orientation](#) before enrolling.

Detailed links for printing:
Enrollment Services Website: <a href="http://www.tacomacc.edu/academics-programs/academic-support/enrollmentservices/index">www.tacomacc.edu/academics-programs/academic-support/enrollmentservices/index</a>
Academic Calendar: <a href="http://www.tacomacc.edu/academics-programs/academiccalendar">www.tacomacc.edu/academics-programs/academiccalendar</a>
ctcLink Student Center: <a href="http://gateway.ctclink.us/">gateway.ctclink.us/</a>
New Student Orientation: <a href="http://www.tacomacc.edu/costs-admission/admission-process/new_student_orientation">www.tacomacc.edu/costs-admission/admission-process/new_student_orientation</a>

## Registration Appointments

Enrollment appointments are the date and time when registration opens for a student. Appointments are determined by the number of credits completed at TCC and/or transfer credits. If students have completed courses at other institutions, up to 60 credits of those courses can be counted.

Priority enrollment appointments are assigned as required by state law and local TCC policy. Per [RCW 28B.15.624](#), veterans may enroll on the day prior to the first day of currently enrolled student registration. Veteran's spouses receiving veteran education benefits also receive priority enrollment appointments.

Returning students who have not attended TCC within the past year may register on the final day of enrollment for current students. Returning students should email [registrar@tacomacc.edu](mailto:registrar@tacomacc.edu) to set up their appointment time.

## Adding a Class

Students may add a class from the start of their enrollment appointment through the second instructional day of the quarter using their ctcLink Student Homepage.

Beginning on the third instructional day, students can obtain permission codes from instructors to add a class.

After the 10th instructional day of the quarter, the student must submit a Late Add Petition to Enrollment Services. Petitions will only be considered for students who were in attendance of the class prior to the 10th day of the quarter. If approved, the student is subject to a \$36.50 per class late add/reinstatement fee. The petition process includes verification by the instructor of the student's first date of attendance.

## Waitlists

Some classes have automated waitlists. The availability and length of a waitlist varies. The length of a waitlist for a class is determined by the department/program.

When students attempt to register for full classes that have waitlists, they are offered the opportunity to be placed on a waitlist. Students are placed on the waitlist on a first-come, first-served basis. Students can be on a total of no more than two waitlists at a time.

Once a class has an active waitlist, all regular registration activity for that class stops. As other students drop these classes, waitlisted students are automatically registered into available class openings in the order they were placed on the waitlist. Waitlisted students are not registered into available class openings if doing so will result in

their exceeding their Maximum Total Units (usually 19 credits) or being enrolled in two different classes of the same course. Students may set up a Swap in ctcLink Student Center to avoid these limitations.

It is the student's responsibility to track their status in the ctcLink Student Center to see if they have been moved from the waitlist to enrolled in the class.

The waitlist process runs through the end of the second instructional day of the quarter. Students who have not been enrolled into a class by this point are encouraged to contact the instructor to see if the instructor will permit enrollment. If the student receives permission, they are advised to request a permission code from the instructor to enroll in the class.

Students with financial holds will not progress off of waitlists into classes until the hold is lifted. Students should contact the department that placed the hold for further information regarding lifting the hold once the financial obligation is satisfied.

## **Dropping a Class**

Students may drop a class through the 10th instructional day of the quarter through their ctcLink Student Center. These classes will not appear on the student's transcript. Starting on the 11th instructional day through 60th calendar day, students can withdraw from a class using the ctcLink Student Homepage. A grade of 'W' will appear on the transcript indicating official withdrawal from the class. Students may not drop classes after the 60th calendar day of the quarter. After this date, an instructor may grant a grade of 'WI' or any other appropriate letter grade based on the syllabus. Students who register for a quarter but do not attend classes are responsible for officially dropping their classes.

The consequences of dropping or withdrawing from a class vary depending on both the time frame in which the drop occurs and obligations the student may have regarding financial aid awards, veteran benefits, or U.S. Citizenship and Immigration (USCIS) status. Students are advised to review possible consequences before proceeding with withdrawal from one or more classes.

### **Drop for Non-Payment**

Failure to pay tuition by the date listed in the Academic Calendar will result in the student being dropped from all of their classes.

Students receiving financial assistance through Financial Aid, Veterans, or other third-party providers will have a hold placed on classes to prevent drop for non-payment. If a student does not see the hold listed in their ctcLink Student Homepage, the student should email the office handling their assistance:

- Financial Aid: [faid@tacomacc.edu](mailto:faid@tacomacc.edu)
- Veterans Office: [va@tacomacc.edu](mailto:va@tacomacc.edu)
- Third-Party Payments: [sfs@tacomacc.edu](mailto:sfs@tacomacc.edu)

### **Drop for Non-Attendance**

Students who fail to attend initial class sessions and fail to make arrangements with their instructors for excused absences may be dropped by the instructor.

## **Withdrawing from a Class**

### **Medical Withdrawals**

Medical withdrawals may be granted in cases where a student experiences serious unanticipated illnesses. Petition forms are available at Enrollment Services in Bldg. 7. Written documentation from a medical provider must be provided at the time petitions are submitted. Petitions must be submitted no later than the last day of the quarter that immediately follows the quarter in question. (For example, petitions for Winter quarter must be submitted no later than the last day of Spring quarter.) Refunds, however, will not be granted for requests received after the quarter in question has ended.

Students are limited to one medical refund petition each academic year.

### **Military Withdrawals**

Military withdrawals may be granted for a student who is called up for active-duty military service. Petition forms

are available online or at Enrollment Services in Bldg. 7. Copy of military orders must be provided at the time petitions are submitted.

Petitions must be submitted no later than the last day of the quarter that immediately follows the quarter in question. (For example, petitions for Winter quarter must be submitted no later than the last day of Spring quarter.) Refunds, however, will not be granted for requests received after the quarter in question has ended.

### **Administrative Withdrawals**

Administrative withdrawals are initiated by the college to withdraw students for disciplinary reasons, failure to meet academic standards, or other exceptional causes. Students who are administratively withdrawn for disciplinary reasons are not eligible for tuition refunds. (See Refund Policy.)

## **Academic Calendar**

For a list of important dates and deadlines, visit the [academic calendar website](#).

Detailed links for printing:
Academic Calendar: <a href="http://tacomacc.edu/academics-programs/academiccalendar">tacomacc.edu/academics-programs/academiccalendar</a>

# How can I pay for college?

## Tuition and Fees

Fees paid by students include:

- Tuition fees, which are carefully controlled by legislative action;
- Student activities fees, which are voted on and approved by students through Student Leadership;
- Course fees, approved by the Board of Trustees on an annual basis;
- Facilities fees (i.e. the Early Childhood Center or the Student Center) paid to support buildings that require local funds to build and are formally approved by Student Government as projects they want to support;
- Public Safety/Parking fees are set by the college to support staffing for Public Safety and to provide parking;
- Technology and Fitness Center fees, added via student vote to support student computer facilities and provide equipment for use of the Fitness Center; and,
- eLearning fees for students participating in online, hybrid, and web enhanced courses are charged to support online technologies, training, and student support including a Help Desk.

Current quarterly tuition and fee rates are [available online](#). Tuition and fees are due approximately three weeks prior to the start of classes. Late payments may result in cancellation of registration. Payments may be made via:

- Cashier's Office in building 14, Tacoma Campus
- VISA or MasterCard at the TCC website or by calling 253-566-5011
- Gig Harbor Campus
- Automatic Payment Plan (NELNET)

Detailed links for printing:

Tuition and fee rates: [tacomacc.edu/costsandaid/tuition](http://tacomacc.edu/costsandaid/tuition)

## Automatic Payment Plan (NELNET)

Students who owe \$200 or more in quarterly tuition and fees may enroll in the automatic payment plan, which offers easy online enrollment, monthly payment plans, with flexible payment options with no interest. Payment methods include automatic bank payment (ACH) and credit card/debit card payment. There are minimal costs to participate in this automatic payment plan. Follow these simple steps to enroll in the payment plan:

- Log into ctcLink Student Homepage
- Click on Financial Account tile
- Click on Payment Plans
- Click on NelNet Payment Plan
- Follow the onscreen instructions for setting up NelNet account and payment plan.

Students with financial aid or coverage by a third party should not sign up for the automatic payment plan. Contact Nelnet Business Solutions at 1-800-609-8056 or the TCC Business Office at 253-4604311 or [sfs@tacomacc.edu](mailto:sfs@tacomacc.edu) for more information.

Click here for information on the [NelNet Payment Plan](#).

Detailed links for printing:

NelNet Payment Plan: [www.tacomacc.edu/costs-admission/tuition-payment/automatic-payment-plan](http://www.tacomacc.edu/costs-admission/tuition-payment/automatic-payment-plan)

## Refund Policy

### Credit Classes

College procedures for the refund of tuition and fees to students in compliance with state statutes.

- A student must complete the official withdrawal procedure to receive a refund.
- A student dismissed from the college for disciplinary reasons is not eligible for a refund.
- Instructional days are defined as days school is in session, not including weekends and scheduled holidays.
- Calendar days are defined as all days of the month, not just instructional days.

Effective Fall 2022, refunds will be made according to the following schedule for Fall, Winter, and Spring:

- Drops up to the fifth instructional day of the quarter – 100%
- Drops/Withdrawals from the sixth through the twentieth calendar day of the quarter – 50%
- Withdrawal after the 20th calendar day of the quarter – 0%/

Summer quarter courses, courses which do not follow the regular college calendar, early/late starting courses, and short courses have prorated refund periods. Contact Enrollment Services at 253-566-5325 for the related refund dates.

### Continuing Education Non-Credit Class Cancellation and Refund Policy

TCC reserves the right to change, reschedule and cancel non-credit classes as needed, for reasons including but not limited to inclement weather, instructor-related issues, and low enrollment.

Payment for all non-credit classes is payable at the time of enrollment.

- Student-initiated withdrawal: If a student elects to withdraw from a class, a request must be made before a refund is issued. Requests can be sent via email to [continuingeducation@tacomacc.edu](mailto:continuingeducation@tacomacc.edu). If the request is made at least five calendar days before the first day of class, the class fee will be returned to the student.
- College initiated cancellation: If TCC initiates a class cancellation, a full refund will be issued. Efforts will be made to notify all registered students.
- Low enrollment cancellations: Non-credit classes are dependent upon a minimum student enrollment number and are cancelled three days prior to the class start date if that enrollment number is not met.
- Refunds: Students should allow three to four weeks for processing of refunds. Refund checks will be mailed to the address students have on file.

## Financial Aid

Students have many options when it comes to paying for college. Students may apply for financial aid through the FAFSA (Free Application for Federal Student Aid; for U.S. citizens and eligible non-citizens), or the WASFA (Washington Application for State Financial Aid; for undocumented students or those who do not qualify for federal aid due to their immigration status). Eligible students may then receive financial aid. Financial aid programs include grants, work-study, student loans and scholarships.

Applying for financial aid takes time. Information is available online at [tacomacc.edu/costs-admission/financialaid/](http://tacomacc.edu/costs-admission/financialaid/) or you may contact Financial Aid Services in person at Bldg. 14 or by email at [faid@tacomacc.edu](mailto:faid@tacomacc.edu). It is advisable to begin the application process in October for the upcoming academic year. The deadline for priority funding is typically mid- to late-March for the upcoming fall quarter. Specific quarterly deadlines are available from Financial Aid Services and online at [tacomacc.edu/costs-admission/financial-aid/](http://tacomacc.edu/costs-admission/financial-aid/). Basic eligibility requirements for financial aid are as follows. A student must:

- Have a high school diploma or GED or meet the Ability to Benefit (ABT) criteria. Call 253-566-5144 to schedule an appointment with Rebecca Jayasundara for ATB information.
- Be in a financial-aid-eligible degree program or an eligible certificate program.
- Be a U.S. citizen or eligible non-citizen.
- Be making satisfactory academic progress as defined by the TCC satisfactory academic progress requirements.



- Provide a valid Social Security number, and not owe any repayments or be in default on any federal student loans.

Washington College Grant may be available for low-income, non-citizen students who meet certain residency criteria.

Students advised into Adult Basic Education (ABE) may not be eligible to receive financial aid until they have demonstrated ability to benefit (see page 17) or have successfully completed their ABE coursework and are advised into an eligible college certificate or degree program. Students may, however, be eligible for other forms of financial aid and/or scholarships.

Students are expected to enroll only in classes that are required for their eligible TCC certificate or degree, successfully complete the credits on which their aid is based and earn a grade point average (GPA) of at least 2.0. In doing so, students remain in good standing and can continue to receive financial aid. Students planning to drop credits after financial aid has been disbursed should discuss changes with the Financial Aid Services office first. Failure to successfully complete may cause financial aid to be cancelled and may require repayment of a portion of the aid received and all or a portion of the related tuition. A complete policy regarding these standards is available in the Financial Aid Services office upon request and is mailed to all aid recipients.

All potential financial aid applicants should note that previous academic performance will be reviewed prior to granting funds. All coursework from TCC is taken into consideration, even if aid was not received.

## Workforce

Workforce Education Programs provide tuition, fees, books, and other funding, access to childcare assistance (through Washington's Working Connections Childcare) and resource navigation support to students. Each funding program has different criteria and requirements, but TCC has made it easy to get started with one application to connect students with the program(s) best suited to provide the most support.

Workforce programs include Basic Food Employment and Training (BFET), Early Achievers Grant, Opportunity Grant, Worker Retraining, and WorkFirst and can support students seeking:

- Professional technical certificates and degrees (TCC has over 40) and select transfer degrees
- Job skills training – specific classes needed to enhance employment (e.g. computer skills, etc.)
- High school diploma or GED, English as a Second Language classes (ESL), or pre college classes needed to prepare for a degree or certificate

You may qualify if you...

- Are receiving, or have received unemployment assistance in the last four years
- Low income (we can help screen you)
- Receiving Basic Food or Tuition Assistance for Needy Families (TANF) assistance from Department of Social and Health Services (DSHS)
- Needing to upgrade skills to advance in your career

[Find out if you qualify online](#) (there is a quick survey available to screen you) or call 253-566-5188 or email [tccworkforce@tacomacc.edu](mailto:tccworkforce@tacomacc.edu) or stop by the Workforce Education office in building 19 room 70 on TCC's main campus.

Detailed links for printing:

Workforce Website: [www.tacomacc.edu/workforce](http://www.tacomacc.edu/workforce)

## Passport to College Program

Students who have been in foster care in Washington state may be eligible for this scholarship and grant. Contact Center for Academic Support and Achievement (CASA) and Center for Multi-Ethnic and Cultural Affairs (MECA) (building 11) for more information or call 253-566-5025. Visit the [Passport to College website](#) for more information.

Detailed links for printing:
Passport to College Website: <a href="https://wsac.wa.gov/passport-foster-youth">wsac.wa.gov/passport-foster-youth</a>

## Scholarships

Scholarships are awarded for academic merit, financial need, athletic or artistic talent, community involvement and fields of study. Unlike loans, they do not have to be repaid. Each year over 300 scholarships are awarded to TCC students. Money is provided by friends of the TCC Foundation to help students pay for tuition and fees. For more information about TCC Foundation scholarships, [visit this website](#).

There are also external scholarships available to all TCC students. An information board listing scholarships is maintained in Bldg. 14 or [online at this website](#). The posted information summarizes scholarship criteria and the application process.

Detailed links for printing:
TCC Foundation Scholarships: <a href="https://tacomacc.edu/costs-admission/scholarships-funding/scholarships">tacomacc.edu/costs-admission/scholarships-funding/scholarships</a>
External Scholarships: <a href="https://tacomacc.edu/costs-admission/scholarships-funding/">tacomacc.edu/costs-admission/scholarships-funding/</a>

## Veterans, Active Duty Military and Reservist Services

Tacoma Community College is approved for the education and training of veterans, the children and spouses of deceased, MIA and POW, or 100% total or permanent disabled veterans, and eligible members of the select reserve. Contact Veterans Services in Bldg. 14 or call 253-566-5081 to apply for benefits. In accordance with Title 38 US Code 3679 subsection (e), this school adopts the following additional provisions for any students using U.S. Department of Veterans Affairs (VA) Post 9/11 G.I. Bill® (Ch. 33) or Vocational Rehabilitation and Employment (Ch. 31) benefits, while payment to the institution is pending from the VA. This school will not:

- Prevent the students enrollment;
- Assess a late penalty fee to;
- Require student secure alternative or additional funding;
- Deny their access to any resources (access to classes, libraries, or other institutional facilities) available to other students who have satisfied their tuition and fee bills to the institution.

However, to qualify for this provision, such students may be required to:

- Produce the Certificate of Eligibility by the first day of class;
- Provide written request to be certified;
- Provide additional information needed to properly certify the enrollment as described in other institutional policies Veterans and family members attending TCC who expect to receive Veterans Administration benefits must meet three minimum standard requirements, in addition to those required by the college:
- Veterans and family members using benefits must declare a program of study or degree objective and will be paid only for those classes that apply toward the VA approved program of study.
- Veterans and family members must complete the course work paid for. Grades of 'U', 'S', or 'W' will result in overpayment; this means some or all the benefits received must be repaid.
- Veterans and family members must notify Veterans Services when changing classes, withdrawing from the college or when deciding to stop attending classes.
- A dedicated veterans counselor is located in the Counseling & Advising Center, Bldg. 7, to support veterans and their spouses.
- Veterans and family members must contact the Veteran Services Office if they no longer want to use their VA Education Benefits.

Benefits may be terminated for unsatisfactory progress or conduct. If terminated, benefits may be reinstated by a certifying official upon establishing a reasonable likelihood that satisfactory progress and/or conduct will be sustained in the future. This can occur only after all other admission requirements have been met. Selected programs of study are approved by a Washington State Approving Agency for enrollment of those eligible for benefits under Title 28 and Title 10, U.S. Code.

#### **Rights of Washington National Guard and Other Military Reserve Students Called to Service (RCW 28B.10.270)**

A member of the Washington National Guard or any other military reserve component who is a student at an institution of higher education and who is ordered for a period exceeding thirty days to either active state service, as defined in [RCW 38.040.010](#), or to federal active military service has the following rights:

- Withdraw from one or more courses for which tuition and fees have been paid that are attributable to the courses.
- Be given a grade of incomplete and be allowed to complete the course upon release from active duty under the institution's standard practice for completion of incompletes.
- Continue and complete the course for full credit.
- Be entitled to make up the class, test, examination, laboratory, presentation, or event without prejudice to the final course grade or evaluation.

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official [U.S. government website](#).

Detailed links for printing:

U.S Government Website: <https://www.benefits.va.gov/gibill>.

## **Waivers**

### **State Employee Tuition Waiver**

State employees are defined as:

- Permanent employees in classified service under RCW 41.06 (State Civil Service Law).
- Permanent employees governed by RCW 41.56 (Public Employees Collective Bargaining).
- Permanent classified employees and exempt paraprofessional employees of technical colleges.
- Faculty, counselors, librarians and exempt professional/administrative employees at institutions of higher education.
- Teachers and other certificated instructional staff at public common and vocational schools.
- Classified staff employed at public common schools, when the employee is taking courses relevant to their work assignment or coursework that is part of a teacher preparation program.

State employees can take up to two classes, not to exceed 10 credits, per quarter. The waiver may not be used for selective entry programs which require a secondary application. These programs include but are not limited to the Bachelor Degree Programs, Nursing, Diagnostic Medical Sonography, Emergency Medical and Health Services, Radiologic Science, and Respiratory Therapy.

The State Employee waiver may not be used to exceed posted class capacity, even with instructor overload approval. Students who wish to use this waiver may not be placed on a waitlist.

The cost is \$5 per class plus applicable fees. State Employees will be manually enrolled in classes starting the first instructional day of the quarter. Enrolling for classes earlier than the first instructional day will result in disqualification of the tuition reduction.

Students using this waiver must complete the [State Employee Space Available Tuition Waiver](#) each quarter and submit the form to Enrollment Services in Building 7 or by emailing the form [enrollmentservices@tacomacc.edu](mailto:enrollmentservices@tacomacc.edu).

### Senior Tuition Waiver

Students who are sixty years old and are Washington state resident may qualify for a waiver of 70 percent of tuition on a space-available basis. RCW 28B.15.540 states that the student must be 60 years or older, limited to two courses per quarter, not enrollment generating and not for students intending to use credits for increasing credentials or salary increases.

### SPRUCE Tuition Waiver

The SPRUCE program waives tuition of classes for unemployed/underemployed individuals on a space available basis. All of the requirements apply as of the first day of classes for the quarter enrolled. You must:

- be a Washington State resident
- be 21 years or older
- not have attended college or community college for the previous six months
- not be receiving or eligible to receive unemployment compensation
- have been unemployed or underemployed for the previous six months
- have a monthly household income at or below 200% Federal Poverty level (qualify for food stamps)

For more information, contact Keith Moore at [kmoore@tacomacc.edu](mailto:kmoore@tacomacc.edu).

Detailed links for printing:
State Employee Space Available Tuition Waiver: <a href="http://www.tacomacc.edu/_attachments/academics-programs/enrollmentservices/academicforms/state_employee_tuition_waiver.pdf">www.tacomacc.edu/_attachments/academics-programs/enrollmentservices/academicforms/state_employee_tuition_waiver.pdf</a>
SPRUCE Tuition Waiver: <a href="http://tacomacc.edu/costs-admission/financial-aid/spruce">tacomacc.edu/costs-admission/financial-aid/spruce</a>

# What will my learning look like?

## Credit Hours and Quarters

The college measures its course work by credit hour. Courses offered each quarter are assigned credit value based on the number of hours the classes meet each week; however, some courses require additional laboratory time, and activity courses typically require additional hours per week. When planning their quarterly course loads, students should plan for an additional two hours of study time for every hour spent in class. Students who wish to enroll for 20 or more credit hours must request advisor permission. Forms for this purpose are available in the Counseling and Advising Center, building 7.

TCC's academic year is divided into four quarters. See the Instructional Calendar below for specific quarter start and end dates.

## Instructional and Calendar Days

The quarter's instructional and calendar days are referenced in various policies. Instructional days are those days starting with the first day of the quarter on which the campus is open, and counting each day classes are held through the last class day of the quarter. Holidays when classes are not in session and weekends are not counted when calculating deadlines based on instructional days.

Some deadline dates are based on calendar days. For example, the last day to drop a class with a grade of 'W' is the 55th calendar day of the quarter. These deadline calculations include weekends and holidays.

## Student Status

TCC's degree programs are structured with the expectation that students who intend to complete associate degrees within two years, will enroll for an average 15 college-level credits each quarter.

- **FULL-TIME STUDENT:** A student registered for 12 or more credits in a given quarter
- **PART-TIME STUDENT:** A student registered for fewer than 12 credits in a given quarter.
- **FIRST-YEAR STUDENT:** A student who has earned fewer than 45 college-level credits.
- **SECOND-YEAR STUDENT:** A student who has earned 45 or more college-level credits.
- **AUDITING STUDENT:** A student who registers for a class for no credit and pays the standard tuition and fees for the class.
- **NON-DEGREE SEEKING STUDENT** A student attending TCC for purposes other than to obtain a degree or certificate. Non-degree seeking students are restricted to registration for five credits or fewer per quarter and are self-advised.

## Transcripts

A transcript is a complete record of a student's academic achievement at TCC. Students may request official transcripts online or at the Enrollment Services office, building 7. Unofficial transcripts for advising purposes are available online or at the Cashier's office in building 14. All outstanding fees and/or fines must be paid before transcripts will be released. Picture ID is required to order and pick up transcripts. Transcripts will not be released to third parties without students' written permission. For transcript fees and information on how to request transcripts by mail or online call 253-566-5325, or visit the [transcript request page on the TCC website](#).

## Transcripts From Other Schools

TCC does not release or certify copies of transcripts received from other institutions. Transcripts documenting students' prior secondary and college education are part of their official files and will not be returned to them. Students who want transcripts of work completed at other institutions must order transcripts directly from those institutions. Official transcripts from other institutions must be received by TCC from sending institutions electronically or in unopened, sealed envelopes.

Detailed links for printing:

## Learning Outcomes

TCC has a responsibility to the larger community to guide its students toward becoming thoughtful, skilled, contributing citizens. To that end, we have developed outcomes that we expect student to meet by the time they leave TCC. Yet much of what we hope students learn is not easily measurable, nor is it necessarily completed when they acquire a degree here.

Things such as intellectual curiosity and creativity, appreciation for a broad education, respect for self and others, a strong ethical conscience, resourcefulness in the face of change - these are qualities that may take time to develop, and may be attained beyond TCC in communities, work places, and other institutions of higher learning.

We take seriously our role in nurturing these qualities in our students and we try to cultivate in our students an awareness that their experience at TCC is not the end of their learning, but a beginning. While students attend TCC, we hold ourselves accountable both to them and to the wider community for the following degree-related learning outcomes.

### Degree Learning Outcomes

By the time you leave TCC, students will be able to:

- Core of Knowledge: Demonstrate a basic knowledge of each of the distribution areas (Written Communication, Humanities, Quantitative Skills, Natural Sciences and Social Sciences) or, as applicable, specific professional/technical content, and program-level content and apply this knowledge to academic endeavors.
- Communication: Listen, speak, read, and write effectively and use nonverbal and technological means to make connections between self and others.
- Critical Thinking & Problem Solving: Compare, analyze and evaluate information and ideas to solve problems.
- Information & Information Technology: Locate, evaluate, retrieve and ethically use relevant and current information of appropriate authority for academic or, as applicable, specific professional/technical applications.
- Intercultural Collaboration & Diversity: Demonstrate successful application of an interdependent, diverse, and multicultural worldview through collaborative engagement.
- Responsibility & Ethics: Demonstrate an understanding of what constitutes responsible and ethical behavior toward individuals, the community, and the environment.

### Use of Student Artifacts

While you are a student at TCC, some of your student assignments may be referenced as artifacts and analyzed in conjunction with the college seeking accreditation renewal; needing to demonstrate evidence of expected performance; subjecting itself to external review by accrediting bodies; and/or sharing best practices and lessons learned with other higher education professionals. By attending classes at TCC, you agree to allow access and reference to your assignments, usage patterns, share content, and/or information as needed to facilitate such processes and the continuous improvement of college programs. How we keep our promise is by engaging in a cycle where we plan, seek student artifacts to assess how we are meeting the degree learning outcomes and use the results to make continuous improvements of the college.

## Learning Formats

In addition to diverse classroom offerings, TCC provides a wide range of alternative learning formats in the same subjects taught in the traditional classroom. Courses provided in the following formats are identified in TCC's online class schedule.

Students can earn college credits, enroll for career training courses, and complete TCC's Associate of Arts degree online. Online course formats include full online courses, hybrid online courses, and web-enhanced courses. Non-credit online courses are also offered.

### **Online**

Online courses provide instructional content via the internet. All instruction is offered online. Students interact with instructors and other students using our learning management system, Canvas. Online courses may contain online lectures, multimedia content, discussion boards, and a variety of remote collaboration tools. Some full online courses require proctored exams.

Students enrolled in online/lab courses attend an on-campus orientation before using web-based instructional materials. Instructor assistance is available at scheduled hours in a computer lab.

One-time-per-quarter non-refundable account fees are attached to all TCC's full online, hybrid online, and web enhanced courses. For more information, including computer requirements and answers to frequently asked questions, [visit this website](#).

### **Hybrid**

Hybrid online courses combine online learning with traditional classroom instruction. Students are required to attend a reduced number of class meetings on the TCC campus as well as work online.

### **Web-enhanced**

Web-enhanced courses are traditional, on-campus, classes with additional information and resources provided online.

### **Computer-Mediated**

Many developmental math courses are offered in a computer-mediated format (designated with "CM" in the section number of the class). Students meet regularly with instructors in hands-on computer classrooms. Students learn by using computer software under their instructor's direction, often working independently or in small groups. Students are required to complete material within a time line established by the instructor. Additional time is required working on a home computer or in a TCC computer lab.

## **Experiential Learning**

### **Internships**

All TCC's career training programs include internship or clinical components. Students pursuing transfer degree programs may enroll in the EXPLR 290 Internship for elective credit. Internships allow students to earn college credit through on-the-job workplace learning. Practical work experience helps students develop skills and personal attributes to improve their job opportunities. For more information, visit the Career Center in building 7 or call 253.566.5191.

### **Service Learning**

The Service Learning format integrates course content with relevant community service. Through assignments and class discussions, students critically reflect on their service in order to increase their understanding of course content, gain broader appreciation of the discipline, and enhance their sense of civic responsibility.

Detailed links for printing:

Online Classes FAQ: [tacomacc.edu/academics-programs/academic-support/elearning/online\\_courses](http://tacomacc.edu/academics-programs/academic-support/elearning/online_courses)

## **Earning and Transferring Credits**

### **Advanced Placement**

TCC grants credits to entering first-year students who have earned scores of 3 or higher on the Educational Testing Service's (ETS) Advanced Placement Tests. Students who wish to receive advanced placement credits must send their ETS test scores to TCC's credential evaluator for evaluation. The number of credits and grades of 'S' recorded for all courses for which credit is granted will be noted on the transcript. Advanced placement credits fulfill either distribution or elective requirements for an associate degree.



Students interested in transferring to a four-year university should check the requirements of their target school to determine the best way to use their AP exam credits.

Advanced placement credits may be granted in other subjects upon consultation with appropriate department chairs. For more information, contact the credential evaluator in Enrollment Services, building 7 or [visit this website](#).

Detailed links for printing:

Advanced Placement Website: [www.tacomacc.edu/academics-programs/academic-support/enrollmentservices/transfertools/credit\\_earned\\_in\\_highschool](http://www.tacomacc.edu/academics-programs/academic-support/enrollmentservices/transfertools/credit_earned_in_highschool)

### International Baccalaureate

International Baccalaureate students who have earned successful IB Higher-Level test scores may request college credit for IB higher-level (HL) work. No college credit is given for Standard Level (SL) course work. TCC academic departments evaluate students' individual records prior to awarding advanced placement credit. Students should submit official test scores for evaluation to Enrollment Services, building 7 or [visit this website](#).

Detailed links for printing:

Enrollment Services International Baccalaureate: [www.tacomacc.edu/academics-programs/academic-support/enrollmentservices/transfertools/credit\\_earned\\_in\\_highschool](http://www.tacomacc.edu/academics-programs/academic-support/enrollmentservices/transfertools/credit_earned_in_highschool)

### College Level Examination Program (CLEP)

TCC participates in the College Level Examination Program (CLEP) and grants credit toward the Associate in General Studies Degree for CLEP scores in general or subject area examinations at or above the 50th percentile. A maximum of 30 CLEP credits may be applied toward elective requirements in the Associate of General Studies Degree. Credit is granted for subject area examinations when approved by the appropriate department.

NOTE: Students need to be enrolled as students at TCC to qualify for credit. Credit cannot be granted for courses for which students have already earned academic credit and a grade. Students should check the CLEP policies at the intended transfer institutions and ensure that CLEP credit awarded by TCC will be recognized by the other university before considering taking the CLEP and requesting credit through TCC.

TCC grants up to 30 credits toward the Associate in General Studies degree to students who score at the 50th percentile or above on the CLEP General Examination. Credit may be granted for other degrees and for CLEP Subject Examinations with division or department chairperson approval. Students should submit official test scores for evaluation to Enrollment Services, building 7 .

### Credits Transferred to TCC

TCC honors academic credits earned at other regionally accredited institutions that are equivalent in academic level and learning outcomes to credit (or courses) offered at TCC.

The college subscribes to the statewide policy on transfer credit among Washington public colleges and universities approved by the State Board for Community and Technical Colleges. For more detailed information about transfer credits, contact Enrollment Services.

Students are encouraged to submit official transcripts from previous institutions attended as soon as they are enrolled in their first quarter. Credit evaluations usually take up to three months to complete. Transfer coursework will not be used to satisfy degree requirements until official transcripts have been evaluated. One semester credit hour is equivalent to one and one-half quarter credit hours.

A minimum of 25% of the total credits related to the degree or certificate the student is applying for must be completed at Tacoma Community College. The total number of transfer credits will change depending on the total number of credits required for the degree or certificate. For example:

- For a 90-credit degree, 22.5 credits must be completed at TCC.
- For a 180-credit degree, 45 credits must be completed at TCC.



After applying to TCC, have official transcripts from every institution that you have attended sent to Enrollment Services for evaluation. Official Transcripts will only be accepted if sent electronically directly from the institution or mailed from the institution. Official printed transcripts in a sealed envelope will also be accepted 24/7 at our [Drop Box location](#).

Tacoma Community College  
Enrollment Services, Bldg. 7  
6501 S. 19th St  
Tacoma, WA 98466

[credeval@tacomacc.edu](mailto:credeval@tacomacc.edu)

### Transfer Among Washington Colleges

Washington State Community and Technical Colleges have adopted an [Inter-College Reciprocity Policy](#) designed to help students transfer courses that meet distribution requirements at one community or technical college to another. This policy does not address transfer of courses between two-year and four-year colleges.

- Individual Courses: If a student transfers an individual course that meets a Communication Skills, Quantitative Skills or Distribution Requirement for a specific transfer degree at the sending two-year college, that course is considered to have met the TCC requirement for a similar transfer degree, even if the course does not have an exact equivalent at TCC.
- Distribution Areas/Specific Requirements: TCC will accept an entire Distribution, Communication Skills, Quantitative Skills or other requirement for a transfer degree as met if that student has met certain requirements. A student can also meet their multicultural requirement through this process. It is the student's responsibility to initiate the reciprocity process.
- It is the responsibility of the student to notify the college if transfer courses fall into the Inter-College Reciprocity Policy. Contact Enrollment Services at [credeval@tacomacc.edu](mailto:credeval@tacomacc.edu).

Detailed links for printing:

Inter-College Reciprocity Policy: [www.sbctc.edu/resources/documents/colleges-staff/programs-services/transfer/inter-college-reciprocity-policy-2012.pdf](http://www.sbctc.edu/resources/documents/colleges-staff/programs-services/transfer/inter-college-reciprocity-policy-2012.pdf)

### Course Challenge Exam

Students enrolled for five or more credits may earn additional credits in some courses by challenge examination, if the appropriate academic department has developed an examination for the course to be challenged. All arrangements, including fee payment, must be completed within the first ten instructional days of a quarter. Students who successfully challenge courses will receive 'S' grades. Course challenge application forms are available in Enrollment Services, building 7.

### Service Member's Opportunity College (SOC)

TCC has been designated by the Department of Defense, in cooperation with the American Association of Community Colleges, as a participant in the Service Members Opportunity College (SOC). The SOC, as implemented at TCC, seeks to increase access to higher education for active and retired military personnel by:

- Accepting a maximum of 45 quarter hour credits from military service schools
- Military credits are transferred in by ACE Guide recommendations

### Credit Transferred from TCC

TCC's credit courses fall into three general categories:

- College Transfer
- Career Training
- Transitional Studies

Courses that fulfill requirements for university transfer degrees are generally transferable to four-year colleges and universities (baccalaureate institutions). General education courses that are taken to meet requirements for career training degrees are transferable. Courses that are specific to career training programs are not transferable to four-year institutions unless a specific articulation agreement, providing for acceptance of those courses, exists between TCC and the four-year institution. Courses included in TCC's Transitional Studies program numbered below 100, are not considered college-level and do not transfer.

Each baccalaureate institution maintains its own policies on acceptance of credits for transfer. While TCC advisors make a good faith effort to assist students with the transferability of courses, TCC is not responsible for acceptance of credits and courses at other institutions.

General acceptance of transfer credits is not the same as direct course equivalency. Baccalaureate institutions may accept credits for transfer but not consider them directly equivalent to their own courses or count them as meeting specific requirements at their institutions.

## **Colleges & Universities that Honor the Transfer Associate Degree**

The following 24 baccalaureate institutions in Washington subscribe to the Intercollege Relations Commission (ICRC) Guidelines for the transfer Associate degree: The ICRC exists to facilitate the transfer of students between institutions of postsecondary education.

- Bastyr University
- Central Washington University
- City University
- Cornish College of the Arts
- Eastern Washington University
- Gonzaga University
- Heritage University
- Northwest Indian College
- Northwest University
- Pacific Lutheran University
- Saint Martin's University
- Seattle University
- Seattle Pacific University
- The Evergreen State College
- University of Puget Sound
- University of Washington
- University of Washington Bothell
- University of Washington Tacoma
- Walla Walla University
- Washington State University
- Washington State University Tri-Cities
- Washington State University Vancouver
- Western Governors University-Washington
- Western Washington University
- Whitworth University

Provisos and specific requirements are submitted by each baccalaureate institution when there are exceptions and/or additional requirements to the standard DTA Associate degree.

### **Bastyr University**

Although a student transferring to Bastyr University who has earned a Washington State DTA Associate degree will enter Bastyr having satisfied all General Education requirements, Basic Proficiency and Science Requirements are reviewed for transfer on a case by case basis.

### **Cornish College of the Arts**

A student transferring to Cornish College of the Arts who has earned a DTA Associate degree will transfer sufficient credits to complete the Humanities and Sciences requirements for the BFA or BMus degree.

Transfer credit for major and college elective courses will be evaluated on a course-by-course basis. Courses are subject to the transfer guidelines established by Cornish College of the Arts and may be approved for transfer after the student completes a portfolio review or audition.

### **Gonzaga University**

Students with an earned DTA Associate degree have fulfilled many of the requirements of the University Core Curriculum, as well as additional requirements for the College of Arts & Sciences. University Core requirements to be completed upon transfer include: First-Year Seminar, Christianity & Catholic Traditions, and Core Integration Seminar. Students will also take a major-appropriate college mathematics course, Reasoning, Human Nature, and Ethics, unless they have already fulfilled these requirements. Communication & Speech is recommended, but not required, for students who have not completed a course in speaking skills.

### **Northwest University**

Northwest University accepts the DTA Associate degree from public community and technical colleges in Washington State. Students earning these degrees are granted an automatic 60 semester credits and junior class standing. For most degrees, the Core Curriculum Requirements, with the exception of the Biblical Literacy and Formation and Calling requirements, are satisfied. Majors with program-specific Core Curriculum requirements do not have all General Education Requirements automatically satisfied by the DTA Associate degree. Students must complete these specific courses either as part of the DTA Associate degree or at Northwest University. These program specific courses may also require higher than the C- minimum standard for transfer.

### **Pacific Lutheran University**

Students who have completed the appropriate DTA Associate degree from any community college in Washington will be admitted with junior standing (60-64 semester hours) and will be regarded as having satisfied General University Requirements, except for one Religion course (Biblical Studies or Christian Thought, History, and Experience) and one Perspectives on Diversity course. PLU's College of Arts and Sciences requirement is not fulfilled by the DTA Associate degree

### **Saint Martin's University**

Saint Martin's University recognizes the DTA Associate degree from Washington's community and technical Colleges. Students completing the DTA Associate degree with a minimum GPA of 2.0 will be granted junior standing upon transfer. These students will have met the Saint Martin's general education requirements with the exception of a course each in philosophy (transferable) and religious studies (generally completed at Saint Martin's University). Seattle Pacific University Upon first matriculation at SPU, students who enter with a completed DTA Associate degree will fulfill all University general education requirements except 10 upper-division credits in University Foundations.

### **Seattle University**

Students admitted to Seattle University for the first time with a completed DTA Associate degree will be granted 90 credits and junior standing. The following provisions apply: 1) Courses used to satisfy the DTA Associate degree communication skills, quantitative/symbolic reasoning skills as well as the lab science requirement must be graded C- (1.5) or higher; 2) Additional philosophy and religious studies courses will be required to satisfy lower division Core at SU; 3) Specific requirements of professional degree programs and upper division Core must be satisfied.

### **University of Washington Bothell**

The University of Washington Bothell transfers credit on a course by course basis. Transfer students from Washington community and technical colleges who complete approved DTA Associate degrees, will be considered to have satisfied all or most of our general education requirements with the following provisos: Intermediate Algebra and World Languages are the core minimum admission requirements required for transfer applicants with 40+ college credits. These can be met through high school or college coursework. If not satisfied in high school, students should be sure to include any missing core admission requirements in their education plan for the DTA Associate degree.

- 5 credits of English composition should be completed with a minimum grade of 2.0
- 10 additional writing credits (Composition or W-courses) must be completed at the University, if not completed as part of the transfer degree.
- QSR courses will transfer according to the following [course equivalency tables](#).

- All students must complete 3 quarter credits of coursework to satisfy the university diversity requirement. Upper division coursework may be used to satisfy this requirement.

### University of Puget Sound

Although it is not required for admission, University of Puget Sound is pleased to accept the Washington State Direct Transfer Agreement (DTA). Students who come to Puget Sound with a DTA associate degree and a cumulative college GPA of at least 3.0 will receive guaranteed junior standing (16 units) and credit for six of our eight core curriculum requirements:

- Seminar in Scholarly Inquiry 1 (SSI-I)
- Artistic Approaches core requirement
- Humanistic Approaches core requirement
- Mathematical Approaches core requirement
- Natural Scientific Approaches core requirement
- Social Scientific Approaches core requirement

The Connections core requirement and the Seminar in Scholarly Inquiry 2 (SSI-II) must be taken at Puget Sound, although enrolled students may petition for SSI-II credit if they believe that they have taken a course which meets the SSI-II rubric. Transfer credit for the KNOW and foreign language graduation requirements is subject to review by the Office of the Registrar.

### University of Washington Seattle

The University of Washington awards transfer credit on a course by course basis. Students transferring directly from a Washington community college with a DTA Associate degree will have satisfied most of the UW's university-wide general education requirements with the following exceptions:

1. In addition to the English composition requirement, all students must complete a minimum of 7 quarter credits of [writing-intensive coursework](#). Upper division course work may be used to satisfy this requirement.
2. All students must complete 3 quarter credits of coursework to satisfy the university diversity requirement. Upper division course work may be used to satisfy this requirement. See <http://www.washington.edu/uaa/advising/academic-planning/general-educationrequirements/diversity/>.
3. Each of the University's schools and colleges has graduation requirements that meet or exceed university-wide general education requirements. Students entering the UW with a DTA Associate degree are not required to complete the additional graduation requirements prior to enrolling at the UW. Any unmet requirements may be satisfied at the upper division level upon enrolling at the UW. Learn about [UW requirements by college and school](#).

**NOTE:** Admission to the UW is competitive. Prospective students should be advised that all freshmen and transfer students must meet a set of minimum admission subject requirements which include qualifying high school or college coursework in a world language and in mathematics. For complete information about admission subject requirements, visit [UW College Academic Distribution Requirements](#) (CADRs).

### University of Washington Tacoma

The University of Washington Tacoma transfers credit on a course by course basis. Transfer students from Washington community and technical colleges who complete approved DTA Associate degrees, will be considered to have satisfied all or most of UW Tacoma's general education requirements with the following provisos:

- Prospective students should be advised that all freshmen **and** transfer students must meet a set of minimum admission subject requirements which include qualifying high school or college coursework in a world language **and** intermediate algebra. If not satisfied in high school, students should be sure to include any missing core admission requirements in their education plan for the DTA Associate degree. View [UW Tacoma transfer admission requirements](#).
- 5 credits of English composition should be completed with a *minimum* grade of 2.0. Additionally, students must complete a minimum of 10 quarter credits of writing-intensive coursework at the University, if not completed as part of the transfer degree, for a total of 15 credits. Upper division course work may be used to satisfy this requirement. View [UW Tacoma website](#) (authentication required).

- All students must complete 3 quarter credits of coursework to satisfy the university diversity requirement. Upper division course work may be used to satisfy this requirement. View [UW Tacoma website](#) (authentication required).
- Each of the University's schools and colleges has graduation requirements that meet or exceed university-wide general education requirements. Students entering the UW Tacoma with a DTA Associate degree are not required to complete the additional graduation requirements prior to enrolling at the UW. Any unmet requirements may be satisfied at the upper division level upon enrolling at the UW Tacoma. View [UW Tacoma website](#) (authentication required).

### **Western Washington University**

Satisfying Western's General University Requirements (GUR) in full requires completing English Composition with a grade of C- or better or earning an Advanced Placement (AP) score of 4 or higher on either English Language & Composition or English Literature & Composition.

### **Whitworth University**

Whitworth University grants junior standing to holders of the DTA Associate degree. In addition, transfer students are required to complete the one-course Biblical literature.

Requirements: one year of study in the same modern language at the college level, and one of the three interdisciplinary Western Civilization Core courses (Core 150, Core 250, Core 350).

Effective Fall term 2012 we will accept in transfer only courses that have a grade of "C" or higher. We do plan to make exception to that policy and continue to accept grades of "C-" or higher for all Washington Community College courses through Fall term 2013.

### **Prior Learning Assessment Through a Portfolio**

TCC serves a diverse community of learners, many of whom have acquired previous learning through life experiences, including work, training, and independent study. These adults come to the college ready to demonstrate what they already know and can do. Prior Learning Assessment (PLA) credits are noted on TCC transcripts as the TCC equivalent courses. Credit usually is awarded only if TCC offers an equivalent course. However, if the PLA experience can be shown to have direct application to a student's technical program the credit may be posted to the student transcript as elective credit. If PLA credit is based on an articulated agreement, a letter grade is assigned conforming with the agreement. Other PLA credit is posted with a grade of 'S' for satisfactory pass. Some students are granted prerequisite waivers rather than credit for prior learning. In these cases notations are made that the prerequisites have been satisfied, but no credit is posted to transcripts. Students must be currently enrolled before prior learning assessment is initiated. PLA credits are posted at the end of the quarter in which the PLA requirement is satisfied. PLA credits are not considered enrolled credits and are not counted in calculating students' enrollment status or financial aid awards. Transfer colleges and universities evaluate PLA credits based on their own institutional policies. Students interested in petitioning for credit through portfolios should enroll in EXPLR 190 E-Portfolio. For more information, contact the Career Center, building 7, or call 253-566-5191.

## **Learning Communities**

In Learning Communities, two or more of your classes are joined into one, and teachers work together to connect their content and support and mentor you. We have two kinds of Learning Communities at TCC: Exploratory and Subject-Specific.

### **Exploratory Learning Communities**

We encourage students to choose an Exploratory Learning Community in their first quarter at TCC. These communities include English&101 and College Success 101, which are required for all degrees. For students who wish to brush up on reading, writing, and research skills before taking ENGL& 101, we offer the College and Career Pathway Academy (CCPA), an exploratory learning community that provides additional navigation support. In these Learning Communities, you'll connect with classmates as you explore career choices and develop action plans for earning the degree you need to begin that career. You'll build confidence, further develop your own unique skills and learn how to create the kinds of personal and professional networks that help people thrive

throughout the lifespan of their careers. Plus - you'll refine your ability to communicate powerfully about your passion for your work and your life.

If you already have an idea for what you want to study, you can choose one of our Career Cluster Exploratory Learning Communities, which will help you narrow your broad interest (such as Health & Wellness) into a specific career choice (like respiratory therapist). Those Career Cluster Exploratory Learning Communities are: Health & Wellness, Arts & Communication, Business, STEM (science, technology, engineering, math), and People & Communities (Social Sciences, Education, Environment, and Human Services).

If you're not sure what you want to study, you can choose one of our All Pathways Exploratory Learning Communities, which will give you the chance to explore within all five of our Career Clusters.

### **Subject-Specific Learning Communities**

Once you've gotten a couple of quarters under your belt, we encourage you check out our Subject Specific Learning Communities. These give you a chance to dive deep into your major with a team of instructors and classmates who are as eager to explore as you are.

One example of a Subject-Specific Learning Community is our combined Psychology 202 and Biology 175. Check with your advisor for more options as you progress towards your degree.

### **Dual Enrollment**

The Dual Enrollment program allows eligible Tacoma Community College students to take up to 25 credits at the University of Washington–Tacoma before submitting a complete application to UW Tacoma as a degree-seeking student. Current eligibility requirements include the completion of 15 transferable, college-level credits at TCC with a 2.75 GPA or higher and completion of a college-level English composition course with a grade of 2.0 or higher.

Prospective Dual Enrollment students should comply with UW Tacoma application deadlines for the quarters in which they intend to dually enroll, and those who enroll in the program will be responsible for payment of tuition and fees to both TCC and UW Tacoma based on each school's respective tuition rate.

Admission to the Dual Enrollment program does not guarantee admission to UW Tacoma as a degree-seeking student. Call 253-566-6091 for additional information.

# General Degree and Certificate Requirements

In order to be awarded a degree or certificate from Tacoma Community College, a student must have:

- A cumulative grade point average (GPA) of 2.00 in the coursework that is applied to the degree or certificate.
- A minimum of 25% of the total applicable credits for the degree or certificate must be earned at TCC.
  - For example if a degree is 90 credits, than a minimum of 22.5 credits must be completed at TCC. If a degree is 180 credits than a minimum of 45 credits must be completed at TCC.
- Meet any additional specific degree or certificate requirements as published for that degree or certificate.

## Grading System

Tacoma Community College uses the following grading system and grade-point values for reporting and recording academic achievement. Faculty may or may not choose to use the plus/minus grading option for any given class.

Grade	Description	Grade Points
A	Honor	4.0
A-		3.7
B+		3.3
B	Good	3.0
B-		2.7
C+		2.3
C	Average	2.0
C-		1.7
D+		1.3
D	Minimum	1.0
E	Not considered passing. No credit is earned.	0.0
I	Incomplete (see Incomplete Grade for more detail)	N/A
IP	In Progress (see In Progress Grade for more detail)	N/A
N	Audit (No grade awarded. See Course Audit for more detail)	N/A
S	Satisfactory (credit only, no grade point; see Satisfactory Grade for more detail)	N/A



<b>U</b>	Unsatisfactory (no credit, no grade point; see Unsatisfactory Grade for more detail)	N/A
<b>W</b>	Student-initiated official withdrawal. No credit, no grade point. <i>May withdraw through the 60<sup>th</sup> calendar day of the quarter.*</i>	N/A

*\*Summer quarter courses and courses which do not follow the regular college calendar will have pro-rated withdrawal periods. For more information, please refer to the TCC Academic Calendar ([tacomacc.edu/academics-programs/academiccalendar](http://tacomacc.edu/academics-programs/academiccalendar)).*

- A, B, C, D, and S grades are considered passing for Financial Aid purposes.
- Grade D- deleted effective Fall 2012.
- Grade WI, V, and Z deleted effective Fall 2021.

#### **Incomplete Grade (I)**

An 'I' grade is a temporary grade granted at the discretion of the instructor when the student has completed more than 60% of the course material and has an agreed-upon plan to finish the remaining coursework. Requires completion and recording of the Incomplete Grade Agreement in place no later than the last day of instruction

The incomplete grade converts to the earned grade (A-E) at the end of one quarter (not counting summer) unless there are extenuating circumstances and an extension is agreed upon by the instructor and student.

#### **In Progress Grade (IP)**

An 'IP' grade is used for students enrolled in competency-based, federally funded Basic Education for Adults (BEaA) programming. May be awarded to students who remain enrolled and are demonstrating progress toward completion of course competencies.

Students may earn an IP in the same course two times. On the third attempt, the student is not eligible for an IP and instead must earn a letter grade.

#### **Course Audit (N)**

The course audit option allows students to participate in courses without having credits or grades posted to their transcripts. Auditing students pay regular tuition and fees. Individual faculty members determine participation and attendance requirements for their courses. Audited courses are identified on transcripts by 'N' grades. To select audit status, students must submit an audit form to Enrollment Services, Bldg. 7.

Students may not convert from audit to credit or from credit to audit after the 30th calendar day of the quarter. (Please note that Summer quarter will have a prorated audit deadline.) For more information, please refer to the TCC Academic Calendar ([tacomacc.edu/academics-programs/academiccalendar](http://tacomacc.edu/academics-programs/academiccalendar)).

#### **Satisfactory/Unsatisfactory Grade (S/U)**

Some classes, due to their nature and content, are designated 'Satisfactory/Unsatisfactory' by departmental decision and are graded on an 'S/U' (pass/fail) basis.

An 'S' grade is awarded if the student performed at the 'C' grade level or higher. A 'U' grade is awarded if the student performed at the 'C-' grade level or lower. Credit is awarded for 'S' grades but not 'U' grades. Neither 'S' nor 'U' grades are used in computing grade point averages.

In some classes, students also have the option of choosing an 'S/U' grade instead of a letter grade. In order to exercise the 'S/U' option, students must complete the "S/U Grade Option" Form located on the Enrollment Services website ([tacomacc.edu/enrollmentservices](http://tacomacc.edu/enrollmentservices)) under Academic Forms.

Students may not convert from letter grade to 'S/U' grade after the 15th instructional day of the quarter. (Please note that Summer quarter will have a prorated audit deadline.) For more information, please refer to the TCC Academic Calendar ([tacomacc.edu/academics-programs/academiccalendar](http://tacomacc.edu/academics-programs/academiccalendar)).

Please be aware that:



- Once the choice for the 'S/U' grade has been made, it cannot be changed back to the letter grade option.
- Courses with 'S' grades may not satisfy transfer requirements and some universities do not accept 'S/U' graded courses to satisfy distribution requirements.

Students are strongly encouraged to meet with their advisors and consult with their transfer institutions prior to exercising the 'S/U' option for any course(s).

## Grade Point Average (GPA)

Tacoma Community College uses multiple Grade Point Averages for different purposes, including Cumulative GPA, Degree/Certificate GPA, and Quarterly GPA.

### Calculating your GPA

Your Grade Point Average (GPA) is calculated by multiplying the number of credits for each applicable course by the numeric value of the grade you received for that course (see Grading System for letter grade to grade point equivalencies). Add those results together for all applicable courses, then divide by the total number of credits of the applicable courses to get your GPA.

For example, after identifying the applicable courses for the GPA you are calculating (see GPA types below), complete the following steps:

1. Identify the number of credits for each applicable course.  
ENGL& 101: 5 credits  
ANTH& 205: 5 credits  
ART 117: 3 credits
2. Identify the numeric value of the grades you received in all the applicable courses.  
ENGL& 101: B+ = 3.3  
ANTH& 205: C+ = 2.3  
ART 117: A = 4.0
3. Multiply the number of credits by the numeric value of the grade you received for each applicable course.  
ENGL& 101:  $5 \times 3.3 = 16.5$  grade points  
ANTH& 205:  $5 \times 2.3 = 11.5$  grade points  
ART 117:  $3 \times 4.0 = 12.0$  grade points
4. Add the total number of grade points together.  
 $16.5 + 11.5 + 12.0 = 40$  grade points
5. Add the total number of credits together.  
 $5 + 5 + 3 = 13$  total credits
6. Divide the total grade points by the total credits to get your GPA.  
 $40 / 13 = 3.076$  or 3.08 GPA.

### Cumulative GPA

*Applicable courses: All courses taken at TCC.*

Your Cumulative GPA includes all of the coursework you have completed at TCC, including college-level and below-college-level courses. Your Cumulative GPA DOES NOT include any transfer or test credit.

Your Cumulative GPA is also used to calculate Dean's List and Graduation Honors.

You can find your Cumulative GPA on your Official and Unofficial Transcripts.

### Degree/Certificate GPA

*Applicable courses: All courses that are applied to the degree or certificate.*

Your Degree/Certificate GPA includes all of the coursework that is applied to that specific degree or certificate. Only college-level coursework may be applied to a degree/certificate, but it may include coursework at TCC, transfer credit, and/or test credit. Please be aware that some degrees/certificates have specific guidelines about what coursework may or may not be applied to that credential.

You can find your Degree/Certificate GPA on your Academic Advisement Report (AAR) in the ctcLink Student Center.

### **Quarterly GPA**

*Same as Cumulative GPA, but only includes coursework from a single quarter at TCC.*

Your Quarterly GPA is primarily used for determining Dean's List eligibility and Academic Warning, Probation, and/or Suspension.

## **Final Course Grade Appeal Process**

Students who believe a final course grade has been awarded incorrectly or in error, can address the discrepancy by following the Final Course Grade Appeal Process. The procedure is available in the office of the Vice President for Student Affairs or on the college website.

## **Change of Grade**

Students requesting a course grade change must contact their instructors. Instructors approve grade change requests by submitting grade change forms to Enrollment Services.

Grade changes must be made within two quarters (excluding summer) after the quarter in which the student was registered for the course. After two quarters, no grade changes are allowed, unless the instructor documents that the original grade was an error, and the division dean signs an approval. Grades for specific courses can be changed only once.

## **Course Repeat**

Students (not enrolled in an Allied Health program with specific course repeat limitations) may repeat courses in which they have received grades of 'C' or lower.

Courses can be repeated no more than twice for a total of three enrollments. In computing cumulative grade point averages, the higher grade earned for repeated courses will be used and recalculated into the student's cumulative GPA. Repeated grades remain on the student's transcript.

Students who plan to transfer should contact their transfer institutions to determine how repeated courses are calculated in applicants' admission grade point averages. Some institutions use all grades earned for repeated courses when calculating admissions grade point averages.

The Tacoma Community College grade point average reflects TCC work only. A student's grade point average cannot be improved by repeating a course elsewhere. If a student wishes to repeat a TCC course for a better grade, the course must be repeated at TCC.

## **Academic Renewal**

### **Purpose**

Tacoma Community College understands that students may experience difficulty with academic performance due to a variety of circumstances, and their resulting academic record prohibits them from achieving their educational and career goals. In an effort to reduce the impact of past performance on the student's ability to achieve their goals, the College allows students to petition for Academic Renewal.

### **Eligibility**

In order to be eligible for Academic Renewal, students must have maintained a 2.00 GPA for each quarter of the previous two quarters OR a 3.00 GPA for one quarter of enrollment at TCC or another institution.

The renewal date must also be at least two years prior to the current quarter.

## **Details and Limitations**

Academic Renewal may be exercised only once.

ALL coursework taken prior to the renewal quarter will be removed from the student's grade point average and credits. The student may NOT elect to retain individual courses and set aside other courses.

Academic Renewal cannot be used for coursework that has been applied towards a degree or certificate which has posted to the student's transcript.

Courses to which the renewal process has been applied:

- WILL remain on the transcript in the form of course number, title, and original grade.
- WILL be counted in the maximum times a student can enroll in a course.
- MAY be used to satisfy a prerequisite if the student earned a passing grade in the course(s).
- MAY NOT be used to satisfy degree/certificate requirements.
- WILL NOT be reinstated (neither courses nor credits).
- WILL NOT be used to determine the number of credits earned at TCC (residency requirement), calculate cumulative grade point average (GPA), or calculate honors.

Please be aware:

- Students receiving funding from sources such as financial aid and veterans educational benefits are subject to federal regulations and guidelines. Students are strongly advised to contact financial aid and/or their funding source to determine how this policy may affect funding.
- This policy may or may not be honored by TCC special/selective admissions programs or other educational institutions, as each institution interprets transcripts according to its own policies.

## **Course Challenge**

Students enrolled for five or more credits may earn additional credits in some courses by challenge examination, if the appropriate academic department has developed an examination for the course to be challenged. All arrangements, including fee payment, must be completed within the first ten instructional days of a quarter. Students who successfully challenge courses will receive 'S' grades. Course challenge application forms are available in Enrollment Services, building 7.

## **Dean's List**

Dean's List is awarded on a quarterly basis to students who earn a quarterly grade point average (GPA) of 3.5 or higher. Dean's List is noted on the student's official transcript.

## **Graduation Honors**

Students who have achieved outstanding grades are honored upon graduation. Graduation honors are noted on the student's diplomas and official transcripts. Students are eligible for the following honors or awards:

### **Graduation with High Honors**

This is awarded to students who graduate with a cumulative GPA of 3.7 or higher.

### **Graduation with Honors**

This is awarded to students who graduate with a cumulative GPA of 3.5 to 3.69.

## **Honor Societies**

### **Phi Theta Kappa**

Academic excellence is the primary hallmark of Phi Theta Kappa (PTK), an international honor society serving two-year colleges that offer associate degree programs. Prospective members must have a cumulative grade point average of 3.0 or better to apply. PTK provides members with opportunities to develop interpersonal

communication and leadership skills, compete for special scholarships, and provide a variety of services to the college and community.

### **Alpha Delta Nu Epsilon Iota Chapter**

The objective of the Organization for Associate Degree Nursing (OADN) Honor Society is to recognize the academic excellence of students active in the Associate of Applied Science in Nursing degree program. Prospective members must have a grade point average of 3.0 or better in all nursing courses taken in order to apply. Upon admittance, students then work to complete a capstone project during their time in the degree program in order to be inducted as a full member of the honor society. This society is intended to encourage students in the pursuit of advanced nursing degrees as well as towards lifelong learning and professional responsibilities.

### **Theta Chi Alpha**

Tacoma Community College has been accepted into the National College Athlete Honor Society as the Washington Alpha Chapter of Theta Chi Alpha, which recognizes student-athletes from two-year institutions who excel in both the classroom and competition. The National College Athlete Honor Society, a registered 501(c)(3) non-profit organization, was founded in 1996 by then DePauw University head football coach Nick Mourouzis. His goal was to provide outstanding student-athletes with an opportunity to become connected within a fraternal association that aligns their educational and athletic successes for a lifetime. In order to be inducted into Theta Chi Alpha, a student-athlete must attend a two-year college that is a member of the NJCAA, CCCAA, FCSAA or, NWAC. The honoree also must complete at least three full-time semesters and must have achieved a minimum cumulative grade-point average of 3.4 (on a 4.0 scale), while also participating in their varsity sport.

## **Academic Review**

Academic review is designed to help students in academic difficulty improve their academic performance. The purpose of the policy is to quickly identify and alert students whose grade point averages fall below 2.00 and assist them in improving their academic standing. The Academic Review Policy provides for academic suspension in cases when students are unable to achieve satisfactory academic standing.

Specific student populations, including international students, Fresh Start students, veterans, and students receiving financial aid may be subject to different or additional academic standard requirements and appeal processes. Students in these programs should contact program advisors regarding these requirements and processes.

### **Academic Warning**

A student is placed on academic warning at the end of any quarter in which their quarterly grade point average falls below 2.00, provided the student is enrolled in six or more credits after the 10th instructional day of that quarter. No later than the second week of the subsequent quarter, the Registrar will notify the student that they are on academic warning. The student will be encouraged to take advantage of available campus resources to improve their academic standing.

### **Academic Probation**

A student placed on academic deficiency must earn a 2.00 quarterly grade point average the next quarter for which they are enrolled in six or more credits after the 10th instructional day of that quarter, or be placed on academic probation. No later than the second week of the subsequent quarter, the Registrar will notify the student that he or she has been placed on academic probation.

A student is removed from academic probation at the end of the quarter in which they are enrolled for six or more credits after the 10th instructional day and have earned a quarterly grade point average of 2.00 or higher.

### **Academic Suspension**

A student who has been placed on academic probation and fails to earn a 2.00 quarterly grade point average or higher the next quarter they are enrolled for six or more credits after the 10th instructional day of that quarter will be suspended for one quarter. As it applies to the period of academic suspension, summer quarter shall count as part of fall quarter. The Vice President for Student Affairs will notify a student by mail by the first day of classes of the subsequent quarter that he or she has been suspended. A student who has already enrolled for classes prior to suspension status being determined will be administratively withdrawn, and tuition paid will be refunded. Following a one-quarter suspension, a student may enroll following procedures outlined in the college's Re-enrollment Procedures Following Academic Suspension available in the Student Affairs Administration office in Bldg. 7.

### **Academic Dishonesty**

Students at TCC are expected to be honest and forthright in their educational endeavors. Cheating, plagiarism, fabrication, and other forms of academic dishonesty corrupt the learning process and threaten the educational environment for all students.

The consequences of academic dishonesty may vary with the situation and the individual instructor. All instructors will include in the course syllabus a policy on, and sanctions for, academic dishonesty. If a student is guilty of, or admits to, academic dishonesty, an instructor may impose sanctions up to and including administrative withdrawal from the course and/or an 'E' grade for the course.

It is the official policy of TCC that cheating, plagiarism, fabrication, and other forms of academic misconduct are grounds for disciplinary action under the Code of Student Conduct. A student accused of academic dishonesty may be reported to the appropriate college official for initiation of disciplinary proceedings which could result in disciplinary sanctions ranging from a warning to expulsion from the college.

Definitions of academic dishonesty and descriptions of the hearing and appeal processes are included in the TCC Administrative Procedure for Academic Dishonesty, available in all administrative offices. Copies of the Code of Student Conduct are available in the office of the Vice President for Student Affairs in building 7.

# What kind of support services do you have?

## Support for YOU

TCC offers comprehensive student support services to help ensure student success, including:

- Nationally accredited Early Learning Center for child care
- Counseling and Advising Center
- Career Center
- Access Services for students with disabilities
- Assessment Services for appropriate placement into classes
- Center for Academic Support and Achievement (CASA) and Multi-Ethnic and Cultural Affairs (MECA)
- International Student Services and Programs
- Free tutoring services:
  - Writing and Tutoring Center (WTC)
  - Business Education Center (BEC)
  - Math Advising Resource Center (MARC)
- Learning Resource Center at the Gig Harbor Campus
- Re-entry Navigation
- Veterans Services
- Supplemental Instruction (SI)
- Peer Mentors
- TCC/THA College Housing Assistance program
- Basic Education for Adults
- High School Completion
- English language instruction for non-native speakers of English
- Navigational support
- Financial advisor
- Dedicated Tutoring
- and more ...

TCC also has a number of opportunities for students to continue to grow and engage in equity and belonging work as well as serve as crucial partners in transforming TCC into an anti-racist institution. These opportunities include our affinity based student organizations, and the Identity, Culture, and Community workshops coordinated by our Office of Student Engagement.

## Student Support Services

### Access Services

We are Access Services, and we work to provide reasonable accommodations and support services for students with disabilities in accordance with the A.D.A. (as amended) and Section 504 of the Rehabilitation Act. We support the social and identity models of disability, celebrating disability as an integral part of diversity on our campus. Our goal is to provide access and equitable opportunities in the classroom while promoting the use of Universal Design in our classrooms and beyond.

The transition from high school to college accommodations can be quite difficult. We work with students to help them identify differences between high school and college accommodations and work with each student to identify potential access barriers in the classroom and the college environment.

Some of our students come to TCC without a medical diagnosis. We will still work with these students. We may ask to meet with the students at the beginning of each quarter to understand functional limitations in the college environment. Our goal is to make your experience at TCC as accessible and equitable as possible. Please reach out to our staff to learn more about our services. Visit the [Access Services Website](#) or explore the [New Student Registration online](#) for more information.

- Email: [access@tacomacc.edu](mailto:access@tacomacc.edu)
- Phone: Call or text at 360-504-6357
- Office Location: Building 7, North at the Main Campus in Tacoma. There is an accessible ramp on the back of the building, right next to the staff parking lot.

### **Center for Academic Support & Achievement (CASA) and Multi-Ethnic & Cultural Affairs (MECA)**

CASA/MECA serves as a hub for resources and inclusive and affirming spaces. CASA/MECA provides support services and activities designed to foster success and a sense of belonging for Black, Indigenous, and other people of color, first in their family to graduate college, low-income, under-resourced, or historically marginalized students. We understand you face barriers to college success. The staff will work with you to address your needs by providing food, housing, and financial emergency resources. When you visit us in our center, you'll find computer workstations, table space for collaboration, and staff to support you. Our navigators focus on building a sense of belonging for students of color and plenty of options and resources to meet your basic needs.

Our focus is to ensure you stay at TCC and meet your academic and professional goals. We understand you face barriers to college success. We work together with you to address your needs by choosing and enrolling in classes, planning for your degree, and providing resources and space to study and collaborate with your friends.

Programs and services include:

- College Housing Assistance Program
- MDC Educational Opportunity Center
- College Success Foundation Coach
- Max and Margi Harned Titan Food Pantry
- Student Emergency Assistant Grant
- Men of Distinction Program
- Second Chance
- Financial aid advising and grant/scholarship information
- Computer and quiet study labs
- Group and peer mentoring

Visit us at the center, on the first floor of the Student Center (building 11), or [online](#).

### **Counseling Center**

We all face challenges and obstacles in college and in life. You may have moments that are not easy to talk about. Perhaps you're struggling academically, having difficulty navigating personal relationships, or you may be living with mental health concerns. It can seem like you're the only one with these issues: but you are not. At TCC we have a counseling team that cares deeply about your growth and success, and we are here to assist you.

Our counselors at TCC hold master's or doctoral degrees in counseling, social work, psychology, or closely related fields. Our objective is to support students in achieving personal, educational, and/or career goals.

We offer free, confidential, short-term counseling to currently enrolled students. We are here to discuss any concerns you may be experiencing, and we work with you to develop new ways of addressing your needs. Many students seek us out to receive:



- Personal counseling
- Career counseling
- Counseling support for veterans and military affiliated students
- Substance use and recovery support
- Resources and referrals
- Human Development courses

If you'd like to make an appointment, email us at [tccpersonalcounseling@tacomacc.edu](mailto:tccpersonalcounseling@tacomacc.edu) or visit us [online](#).

### **Educational Talent Search**

Educational Talent Search (ETS) is a federally funded TRIO program hosted by TCC. The ETS program identifies and assists middle and high school students from low-income, first-generation backgrounds within specific target schools in Tacoma Public School District to better understand their educational opportunities and options.

The program provides academic, career, and financial advising and support to its participants and encourages them to graduate from high school and continue on to and complete their postsecondary education. The program publicizes the availability of financial aid and assists participants with navigating the postsecondary entry process.

ETS project contributes to the college's commitment to inspire equity in the lives of our pre-college community by providing outreach and support services that lead to the celebration of success within our local communities as ETS students pursue and succeed in higher education.

Contact ETS at 253-566-5110.

### **International Student Services and Programs**

TCC welcomes you to be a part of our international student family. Come see what being an international Titan is all about! You will find a warm and friendly environment which embraces cultures from all over the world. We love our international students, and we are here to help you during your journey with us. You can find the international programs office on the second floor of Building 11. Employees in the international office are here to help you with your application, course registration, academic advising, placement with a homestay family, and provide you with immigration advice. These services are all designed to help you become comfortable in your new environment.

Most of you will want to continue your studies at another college or university upon finishing your degree at TCC. We have over 20 direct transfer agreements for you to choose from including: Arizona State University, Gonzaga University, the University of Washington–Tacoma, Washington State University, and many more. You can find the full list of our university transfer partners [online](#).

We hope you will contact us at: 253-566-5190 or visit [the International Student website](#)

We welcome you to make TCC your home away from home. We look forward to helping you achieve your educational goals and dreams!

### **Re-entry/New Chances**

Tacoma Community College acknowledges (TCC) our partnerships the Department of Corrections (DOC); and specifically our connection to the campuses at the Mission Creek Corrections Center for Women and the Washington Corrections Center for Women. There, we provide educational programming, outreach, and support services for some of our community's most vulnerable cohorts - students and families affected by incarceration.

TCC provides options for high school completion, career training, and courses toward earning an associate degree. We offer wrap-around services that include advising, college placement, financial aid, career counseling, and community support.

A full-time re-entry navigator works under the direction of the Dean of Director of Corrections Education. We assist students who are exiting the justice system by connecting them with resources that will allow students for timely enrollment in college to continue their academic pursuits.

We maintain critical connections with resources in the city of Tacoma; these include the Tacoma Resources and Opportunity Center, Pioneer Human Services, Peirce County Jail, Civil Survival, DSHS, WA State Native American



Indian Tribes, SBCTC (tribal), Community Partnership for Transition Solutions, WA DOC Progress House work release, and the Metropolitan Development Center.

We know that education is a critical vehicle for access to more opportunities and we know how challenging it can be to attend school while navigating re-entry. We are here to help you! For more information contact Larry Quintana, Re-entry Navigator, Email: [lquintana@tacomacc.edu](mailto:lquintana@tacomacc.edu) / Phone: 253-460-4394 / TCC New Chances 6501 South 19th Street, Bldg. 7, Tacoma, WA 98466.

### **Workforce Program**

Workforce Education Programs provide tuition, fees, books, and other funding, access to childcare assistance (through Washington's Working Connections Childcare) and resource navigation support to students. Each funding program has different criteria and requirements, but TCC has made it easy to get started with one application to connect students with the program(s) best suited to provide the most support.

Workforce programs include Basic Food Employment and Training (BFET), Early Achievers Grant, Opportunity Grant, Worker Retraining and WorkFirst and can support students seeking:

- Professional technical certificates and degrees (TCC has over 40) and select transfer degrees
- Job skills training – specific classes needed to enhance employment (e.g. computer skills, etc.)
- High school diploma or GED, English as a Second Language classes (ESL) or pre-college classes needed to prepare for a degree or certificate

You may qualify if you...

- Are receiving, or have received unemployment assistance in the last 4 years
- Low income (we can help screen you)
- Receiving Basic Food or TANF assistance from the Department of Social and Health Services (DSHS)
- Needing to upgrade skills to advance in your career

To find out if you qualify, [visit this website](#) (there is a quick survey available to screen you) or call 253-566-5188 or email [tccworkforce@tacomacc.edu](mailto:tccworkforce@tacomacc.edu) or stop by the Workforce Education office in building 19 room 70 on TCC's main campus.

### **Career Center**

The Career Center, located in Bldg. 7, offers extensive resources to assist students in making career and educational decisions including:

- Individual career assessment to explore interests, identify personal strengths and match skills with career opportunities
- Access to a Career Coach to help match students with TCC education pathways and careers
- Washington Occupational Information Services (WOIS), a system providing access to accurate, up-to-date occupational and educational information specific to Washington State
- Catalogs for colleges and universities; contacts for Washington schools
- Assistance in finding full-time, part-time, temporary and seasonal employment
- Assistance with job-search skills, including resume assistance and interviewing techniques
- Internships and volunteer opportunities

Learn more at the [Career Center website](#).

### **Campus Public Safety Department**

TCC's Public Safety Department's mission is to provide a safe and healthy educational and working environment for students and employees.

The department is responsible for:

- Enforcement of Law and Policies

- Patrol of campus
- Investigations
- Security Escorts
- Educational Programs
- Lost and Found
- Student IDs
- Parking Permits

Students and staff are encouraged to report any unusual campus incidents by calling 253-566-5111. The backup number is 253-495-4146. For more information please visit [this website](#).

Detailed links for printing:
Access Services Website: <a href="https://www.tacomacc.edu/academics-programs/academic-support/access-services/access_services">https://www.tacomacc.edu/academics-programs/academic-support/access-services/access_services</a>
Access Services New Student Registration: <a href="https://sierra.accessiblelearning.com/s-TacomaCC/ApplicationStudent.aspx">https://sierra.accessiblelearning.com/s-TacomaCC/ApplicationStudent.aspx</a>
CASA/MECA Website: <a href="http://www.tacomacc.edu/academics-programs/academic-support/casa-meca">www.tacomacc.edu/academics-programs/academic-support/casa-meca</a>
Counseling Center Website: <a href="http://www.tacomacc.edu/tcc-life/life-resources/counseling">www.tacomacc.edu/tcc-life/life-resources/counseling</a>
University Transfer Partners: <a href="http://www.tacomacc.edu/costs-admission/admission-process/international/universitytransfer">www.tacomacc.edu/costs-admission/admission-process/international/universitytransfer</a>
International Student Website: <a href="http://www.tacomacc.edu/costs-admission/admission-process/international/">www.tacomacc.edu/costs-admission/admission-process/international/</a>
Workforce Education Website: <a href="http://www.tacomacc.edu/workforce">www.tacomacc.edu/workforce</a>
Career Center Website: <a href="http://tacomacc.edu/tcc-life/career_center">tacomacc.edu/tcc-life/career_center</a>
Campus Public Safety: <a href="http://www.tacomacc.edu/tcc-life/campus-services/campus-safety">www.tacomacc.edu/tcc-life/campus-services/campus-safety</a>

## Academic Support Services

### Do you need support for Canvas and online learning?

TCC's Learning Innovation department provides online learning support, meaning support for your questions about how to use Canvas and other learning technologies on campus. We also provide laptop and equipment checkout and media production services, such helping students create and produce video and audio content. Our innovative student workspaces in the Information Commons, Bldg. 16, include a computer lab and multimedia Studio. Both provide students with space and technology to study, collaborate, create, and thrive in a contemporary learning environment.

Learning Innovation provides in-person and online support for students taking online, hybrid, and web-enhanced classes using Canvas. For support using and navigating Canvas or other learning technologies, please reach out to our support team. You can reach us by calling 253-566-5176 or emailing [support@tacomacc.edu](mailto:support@tacomacc.edu). You can also visit us in-person in the Information Commons. [Visit our website](#) for current hours, as they may change quarterly.

### Need a computer to use or a space to study? Visit the Information Commons & the Library

Need a computer to use or space to study? Both the Information Commons (Bldg. 16) and the Library (Bldg. 7) offer computers and a variety of study spaces. TCC's Information Commons (Bldg. 16) provides 40+ student computers (Windows and Mac workstations) with internet access, Microsoft Office, and additional course software. Students can reserve two group study rooms. The Information Commons also offers charging stations across an open seating area and comfortable and moveable furniture to provide flexibility for collaboration and group work. Software is available to accommodate students with disabilities. Help Desk staff answer student questions

concerning lab hardware and software. Equipment such as laptops, projectors, digital camcorders, and digital still cameras are available for checkout, as well. To reserve equipment or study rooms, visit [this website](#). For support, students can email [support@tacomacc.edu](mailto:support@tacomacc.edu) or call 253-566-5176.

The Library offer computers and study spaces in a larger environment. In the Library, you'll find 80+ computers, wireless internet access, and technology support. Students can reserve equipment for checkout, such as laptops, headphones, and other technology online at [online here](#). You can also find a study space just for you. Spaces vary from private and individual to group-oriented and collaborative. You can also reserve one of the six group study rooms [online here](#). Contact the library with questions at 253-566-5087 or [library@tacomacc.edu](mailto:library@tacomacc.edu). For current hours, visit the student portal or [the TCC Library online](#).

Both the Library and Information Commons offer copiers, scanners, as well as black-and-white and color printing.

### **Need help with research? The TCC Library**

The TCC Library is here to help you with research! Maybe you're confused about how to research a paper or project, or you have questions about citing your sources. Our librarians can help you with all of those needs by providing individual assistance for research projects. They work with students one-on-one to explain how to find information in the Library's research databases or navigate our print book, ebook, and textbook reserve collections. Likewise, our TCC Archivist helps students explore TCC's history, both in the TCC Archives and online. Visit the Library's Research Desk during open hours or connect with our 24/7 Online Research Chat on the library's home page. For more information or to connect with a librarian online, visit the [Library online](#) or call 253-566-5134.

### **Media Production**

Ever wonder how your favorite online content creators make professional quality videos and podcasts? Are you struggling to turn your creative ideas into polished and exciting media products? TCC's Media Production team is here to help you create! Our recording studio is equipped with professional-grade audiovisual technology, including video cameras, a sound booth, and a massive "green screen" wall. Our team of media production specialists can assist you with every step of the production process for your class or student group project, from the idea phase to recording and hosting your finished product. You will learn to use industry-standard media production equipment and software, while being creative and collaborating with your peers. No experience needed. Just bring your creativity and imagination and come make something great with us!

The Studio is located in Building 16, Room 119. You can also call or email us to book an appointment at 253-460-3965 or [support@tacomacc.edu](mailto:support@tacomacc.edu).

### **Student Learning Centers**

Do you need support to succeed in your classes? Check out the Student Learning Centers (SLCs)

#### **Dedicated Tutoring**

If you are in your first math or English course at TCC, you might have a Dedicated Tutor assigned to your course!

Dedicated Tutors...

- Are your peers—TCC students who have taken this class and want to help you succeed as well;
- Attend the class alongside you and provide support for you during class;
- Are available for some drop-in, one-on-one tutoring if you want more support;
- Will focus on helping you develop new learning strategies.
- Will help you find and use other on-campus services, such as the Math Advising Resource Center and the Writing & Tutoring Centers.

#### **Supplemental Instruction**

If you are in a course that many students find difficult, you might have a Supplemental Instruction (SI) Leader assigned to your course!

SI leaders...

- Are in your courses with you to keep up with the content;

- Will hold weekly guided study sessions where you can improve your understanding of course material and improve your grades;
- Will seek to make your studying process more fun as well as more effective;
- Won't lecture you, but instead will facilitate learning exercises that encourage and empower you to process course content and develop study strategies you can use in future courses as well;
- Help you connect with your classmates.

#### **Business Education Center**

If you are a student in the business program, you can get support from tutors in the TCC Business Education Center (BEC).

The BEC provides...

- Individual and group drop-in or appointment tutoring in business-related subjects: accounting, business classes, business algebra and calculus, statistics, computer user courses, information technology, and economics.
- On-campus space where you can study or do homework, and computers where you can access business related software.

#### **Math Advising Resource Center**

If you are in any math class at TCC, you can get support, resources, and services from the TCC Math Advising Resource Center (MARC)!

The MARC provides...

- Space and whiteboards you can use for individual and group study;
- Drop-in tutoring for all of your math classes;
- Math placement & advising support;
- Math books and calculators you can check out;
- A computer lab where you can access math software;
- Graphing calculators you can rent each quarter.

#### **Writing & Tutoring Center**

TCC student across the curriculum can get tutoring support and resources from TCC's Writing & Tutoring Center (WTC).

The WTC provides...

- Both individual and group help for you: make an appointment or just drop by;
- Tutors for most of your core courses at TCC, such as math, physics, music, computer science, chemistry, biology, social sciences, English, languages, ESL, ABE courses, and more;
- Writing tutors who can help you through the whole process of writing a paper;
- Group drop-in sessions for students seeking extra help in chemistry, biology, physics, grammar, study skills, and English conversation;
- Space where you can stay as long as you like, to study and use our computers for your school work;
- A one-credit course (WRITE096) for student who are taking classes with lots of writing. WRITE096 tutors can give you consistent, weekly help all quarter.
- WRITE140, a tutor practicum course for students who love writing and want to learn how to effectively tutor other students.

#### **Can I get online tutoring at TCC**

Yes, you can meet with BEC, MARC, and WTC tutors online as well as in-person. For hours and how to access these services you can visit our [tutoring centers website](#).

### Can I get more information about the Student Learning Centers or a specific center above?

Yes, you can access more information on locations, hours, making appointments, and contact information, go to our [tutoring centers website](#).

### Mathematics, Engineering, Science Achievement Program (MESA)

MESA supports STEM (science, technology, engineering, mathematics) students who are first-generation, low-income, and/or people of color pursuing STEM majors to transfer successfully to earn their bachelor's degrees in STEM. Support includes:

- Academic and transfer advising
- Academic enrichment
- Scholarship and internship information
- Industry and social connections
- Volunteer and community opportunities
- Professional development
- Book and calculator loans
- Study center with computers

MESA is located in Bldg. 15. Information about MESA, an online application, and a link to schedule an interview appointment can be found at <https://www.tacomacc.edu/academics-programs/academic-support/mesa>.

### Gig Harbor Campus Learning Resource Center

TCC's Gig Harbor Campus Learning Resource Center provides a student computer lab, tutoring, and other resources including transfer materials, tutoring handouts, and scholarship information.

Detailed links for printing:
Information Commons Website: <a href="http://www.tacomacc.edu/academics-programs/academic-support/elearning/information_commons">www.tacomacc.edu/academics-programs/academic-support/elearning/information_commons</a>
Reserve study space: <a href="http://tacomacc.libcal.com/equipment?lid=12987">tacomacc.libcal.com/equipment?lid=12987</a>
TCC Library: <a href="http://tacomacc.libguides.com/TCCLibrary">tacomacc.libguides.com/TCCLibrary</a>
Tutoring Centers: <a href="http://www.tacomacc.edu/academics-programs/academic-support/tutoring_centers/">www.tacomacc.edu/academics-programs/academic-support/tutoring_centers/</a>

## Personal Support Services

### College Housing Assistance Program (CHAP)

TCC understands many of you experience houselessness and housing instability. We have a unique partnership with the Tacoma Housing Authority (THA) where we can provide rental assistance to enrolled students who are housing insecure.

Eligibility for CHAP is extended to students, and often their dependents, during their enrollment in TCC. TCC and THA offer you a variety of housing subsidy options depending on availability. We are committed to enrolling you if you are low income, and in many cases the first in your facility to attend college.

You first apply to be placed on a waitlist, and depending on your level of housing insecurity, you are prioritized to receive rental assistance. You are eligible if you are enrolled in basic studies courses and/or college-level courses at TCC. Our availability is limited. Students who receive assistance are provided with two options:

1. A housing voucher that allows students the ability to pay a reduced rental rate at a THA-approved property;  
or
2. Availability of apartment units at a pre-determined partner property located near TCC.

You must apply to be on a waitlist for both options. Students who are exiting the Department of Corrections are also eligible for this program. For more information, please [visit this website](#).

## **Food Insecurity**

The Max & Margi Harned Titan Food Pantry is open to all TCC students. It provides food to get you through the day and food for home to fill in your budget. We also offer resource referrals to services in the community that can help with food insecurity.

The Nourish Mobile Food Bank is on TCC's Tacoma Campus every Tuesday from 4:30 to 6:30 pm in parking lot F.

## **Counseling Center**

The Counseling Center offers a wide variety of services to students in an atmosphere of mutual trust and confidentiality. Services available to students are free and include:

- Counseling to assist in resolving problems relating to studies
- Counseling to address a wide range of personal concerns that interfere with school
- Counseling to assist in choosing academic majors, programs or careers
- Counseling and support for veterans and military affiliated students
- Career interest assessment
- Current information on educational and career opportunities
- Classes in human development, career and life planning
- Special-interest workshops and class presentations
- Information on substance use prevention and recovery
- Referral, to a wide variety of community resources when additional services are needed

Counseling appointments are free to enrolled students. For an appointment, call 253-566-5122 or stop by the Counseling Center in Bldg. 7. Learn more at the [Counseling Center website](#).

## **Childcare/Early Learning Center (ELC)**

The Early Learning Center is a state certified, accredited, nonprofit campus learning center (Bldg. 3) that offers a high-quality, affordable child care program designed to enable parents to pursue education at TCC by providing a safe, nurturing environment for their children. Additional services provided by the Center include breakfasts, hot lunches and afternoon snacks; developmental screening assessment; and family resources and referrals. TCC students are given priority for enrolling their children. Spaces are also available to children of TCC staff and faculty.

The Center accepts children from one year to five years of age and provides a comprehensive program of activities suited to the developmental level of the children. Tuition is determined by a sliding fee scale, based on parent's income. Eligible three and four-year-olds can enroll in the preschool ECEAP program which provides 6½ hours of free preschool per day. Also, eligible children one year to three years of age may enroll in the Early Head Start program.

Center hours are 7:30 a.m.-5:30 p.m., Monday-Friday. Summer hours are 7 a.m.-5:30 p.m., Monday-Thursday (depending on the colleges' summer programming).

Families using the Center are required to participate in a series of parent education courses or other activities to be determined. Parents can place their children's names on the waiting list by coming to Bldg. 3 or [visiting this website](#).

## **Safe Zone & The Rainbow Action Committee**

TCC is committed to creating a safe and supportive environment for our students and employees who are part of the LGBTQ+ community. The Rainbow Action Committee, housed within TCC's Equity, Diversity, and Inclusion Council (EDIC), is a dedicated group of employees deeply invested in supporting all of our LGBTQ+ students, employees, and community members.

If you need links and resources to support you, we have a public-facing LGBTQ+ resource page on the TCC website. We regularly connect with other TCC departments and Tacoma community groups to keep our information up to date; however, if you have additional resources or ideas for the page, please connect with us by contacting the advocates listed on the webpage.

The Rainbow Action Committee also advocates for the rights and increased inclusion of members of the LGBTQ+ community on campus. We survey students and employees regularly to find out what matters to YOU and what challenges you may have experienced at TCC. For example, recently with the support of TCC leadership, the committee successfully designated all-gender restrooms in every building on campus (you can find a map of these restrooms on our LGBTQ+ resource page).

Finally, one of the Rainbow Action Committee's highest priorities is our Safe Zone program. Safe Zone is a campus-wide initiative to make sure that TCC is a safe and empowering environment for LGBTQ+ students and employees.

Starting Spring Quarter of 2022, Safe Zone will offer ongoing trainings, workshops, and seminars available to everyone at TCC. Safe Zone's LGBTQ+ related topics will include how different aspects of a person's identity intersect with their sexual orientation, gender identity, and gender expression.

We want our LGBTQ+ students and employees to be supported and heard at TCC. To learn more, get involved, and let us hear from you. Click here to learn more about [Safe Zone](#) and [LGBTQ+ Resources](#) at TCC.

Detailed links for printing:
College Housing Assistance Program: <a href="http://www.tacomacc.edu/tcc-life/life-resources/college_housing_assistance_program">www.tacomacc.edu/tcc-life/life-resources/college_housing_assistance_program</a>
Counseling Center: <a href="http://tacomacc.edu/tcc-life/campus-services/counseling">tacomacc.edu/tcc-life/campus-services/counseling</a> .
Early Learning Center: <a href="http://tacomacc.edu/tcc-life/campus-services/childcare/">tacomacc.edu/tcc-life/campus-services/childcare/</a>
Safe Zone: <a href="http://www.tacomacc.edu/tcc-life/safe_zone">www.tacomacc.edu/tcc-life/safe_zone</a>
LGBTQ+ Resources: <a href="http://www.tacomacc.edu/tcc-life/lgbtq-resources">www.tacomacc.edu/tcc-life/lgbtq-resources</a>



# What activities are available at TCC?

## Clubs & Organizations

There are many different types of clubs and organizations that you can join or start while at TCC. Being in a club helps you to build friendships and have new experiences. Clubs have access to funding so they can put on events, go on trips, or purchase materials and equipment for their activities. Some clubs and organizations that have been active at TCC include: Dance Club; Engineering Club; Sustainability Club; Students for Life; Native American Student Association; Phi Theta Kappa Honors Society; Veterans Organization; Nursing Club; IT Club; Asian Pacific Islander Club; Gaming Club; Black Student Union; Tea Club; Latinx Club; Christians on Campus; Anime Club; Discord Club; Muslim Student Association; Tennis Club; Volleyball Club; and many more!

To learn more about how to start or join a club visit [this website](#).

Detailed links for printing:

Club information: [www.tacomacc.edu/tcc-life/ose/clubs\\_and\\_organizations](http://www.tacomacc.edu/tcc-life/ose/clubs_and_organizations)

## Student Government

The Associated Students of Tacoma Community College (ASTCC) represents all currently enrolled TCC students. Student Government is comprised of a four-person Executive Board elected by the Student Senate in Spring Quarter for the following year. The Executive Board consists of a President; Vice President of Legislation & Records; Vice President of Clubs & Finance; and a Secretary. This group leads the Student Senate; sanctions Clubs & Organizations; appoints student representatives to college committees and councils; runs voter registration drives; and advocates for students on college, local, state; and national levels.

Any currently enrolled student is eligible to become a voting member on the Student Senate. The Student Senate meets twice a month. By becoming a Senator students learn how to serve on a voting organization, leverage their voice, and build their resume.

To learn more about ASTCC Student Government visit [this website](#).

Detailed links for printing:

ASTCC Student Government: [www.tacomacc.edu/tcc-life/ose/student\\_government](http://www.tacomacc.edu/tcc-life/ose/student_government)

## Art Gallery

The [Gallery at Tacoma Community College](#) features exhibitions of the art in all media and cultures created by the local community, art faculty, and art students. The Gallery enhances the educational experience on campus through its book club, lectures, talks, readings, and other events. The Gallery is a 2,000 square-foot space, and was designed by Schacht-Aslani architects of Seattle. It has an exterior that seems to change from every angle, has natural light, and is a unique display space. The Gallery is a perfect venue for exhibitions, lectures, readings, and rotating collections.

## Music Events

Tacoma Community College hosts many music performances every year. The [TCC Music Department](#) has choir, orchestra, band, and jazz band ensembles. The TCC Music Department and [Office of Student Engagement](#) also host many guest music performances, featuring many local and regional musicians. Most campus concerts are free and open to the public.

College and continuing education students interested in participating in one of the college performing ensembles should [reach out to the TCC Music Department](#).

## Artist & Lecture Series

The Artist & Lecture Series invites local, national, and international scholars, artists, activists, and leaders to engage the college and community in critical thinking, innovation, and culture. Annual line-ups, diverse in both content and format, are organized collaboratively across the college and with community partners. Previous Artist &



Lecture guests include: Rosa Clemente; Angela Davis; Derrick Ashong; John Echohawk; Bobby Seale; Saul Williams; Sonia Manzano; Nikki Giovanni; Andy Stoll; Jorge Arce; Jeff Baumen; Saul Williams; Richard Hight; Dr. Carlos Munoz Jr.; Raymond Santana; John Bunn; Leah Lakshmi Piepzna-Samarasinha; DeRay Mckesson; C. Rosalind Bell; Jon Landau; Filharmonic; Dallas Arcand; Chiqui Cartagena; Marc Elliot; Tim Mentz; Daniel Wilson; Jocelyn Elders; Tissa Hami; Lydia Brown; Eric Liu; Aisha Fukushima; and many more.

Detailed links for printing:
Art Gallery: <a href="http://www.tacomacc.edu/tcc-life/arts-culture/the-art-gallery">www.tacomacc.edu/tcc-life/arts-culture/the-art-gallery</a>
Music Department: <a href="http://www.tacomacc.edu/academics-programs/programs/music/">www.tacomacc.edu/academics-programs/programs/music/</a>
Office of Student Engagement: <a href="http://www.tacomacc.edu/tcc-life/ose/events_and_activities">www.tacomacc.edu/tcc-life/ose/events_and_activities</a>

## Athletics

We're proud of our student athletes who compete in Men's and Women's Basketball, Men's and Women's Soccer, Women's Volleyball, and Men's Baseball. The TCC Athletics program supports them in their efforts to pursue their education, develop their athletic skills, and become leaders.

Community college athletics provides a venue for student athletes to practice, compete, and advance in their sports careers during their first two years of college. Our student athletes have transferred to NCAA Division I and II schools, and they've shone as junior and senior athletes in some of the best college sports programs in the country.

Throughout our history, TCC's teams have performed near the top of our [NWAC](#) division, bringing home championship titles and producing outstanding players. In 2016, all six teams reached champion level play.

Visit our [Athletics website](#) for more information.

Detailed links for printing:
NWAC: <a href="http://www.nwacsports.org/basketball/">www.nwacsports.org/basketball/</a>
Athletics Website: <a href="http://tacomatitans.com/">tacomatitans.com/</a>

## Office of Student Engagement

The Office of Student Engagement (OSE) empowers students to succeed through supporting relevant and comprehensive leadership development training, co-curricular programming, and other student initiated efforts which contribute to an involved and equitable campus culture.

OSE hosts multiple activities per week. These range from ice cream socials to ping pong tournaments, book reads, concerts and out-of-state trips!

Stop by The Student Center in Building 11 to find out what's going on. [More information also on our webpage.](#)

## Leadership Development

There are multiple ways to gain free leadership development while at TCC. Each year we hire 12 paid student leadership positions. These positions receive a 7-week summer intensive leadership training and then work throughout the year to provide services and activities to all students. We also offer a 24-hour Equity, Diversity, and Inclusion Leadership Training called "Identity, Culture & Community," or ICC, which is spread out over 4 weeks each quarter. All students are eligible to participate in ICC and receive a completion letter to add to portfolios and resumes.

Other ways to gain free leadership development include:

- Serving on a college committee or council
- Attending a volunteer or service trip
- Joining the Student Senate
- Joining or starting a club or organization

- Attending a virtual or in-person conference
- Participating in Intramurals

Detailed links for printing:
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Office of Student Engagement: <a href="http://www.tacomacc.edu/tcc-life/ose/">www.tacomacc.edu/tcc-life/ose/</a>
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### College Bookstore

New, used, and approved print on demand textbooks for TCC courses may be purchased in the Bookstore (Bldg. 11). Art and classroom supplies, nursing uniforms, and snacks are also available. Students can purchase textbooks in store and online approximately four weeks before classes start. The [online store](#) also provides an assortment of clothing, supplies, TCC swag, and graduation regalia. Orders can be shipped or picked up in person at main campus or at the Gig Harbor Campus. Coffee, drinks and a variety of snacks are available in the Convenience Store, located inside the Bookstore.

### Titan Cafe

The Titan Cafe is located in the Opgaard Student Center (Bldg. 11). The Titan Cafe hours may vary and can be found [online here](#). Students can come grab coffee, espresso, and other custom prepared drinks and a snack while studying in the Student Center.

Detailed links for printing:
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TCC Bookstore: <a href="https://bookstore.tacomacc.edu">https://bookstore.tacomacc.edu</a>
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Titan Cafe: <a href="http://www.tacomacc.edu/tcc-life/campus-services/">www.tacomacc.edu/tcc-life/campus-services/</a>
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# Course Descriptions

## Course Numbering

Courses numbered 1-99 are pre-college-level courses designed to develop skills needed for college work and career training courses. They cannot be applied towards certificate or degree requirements.

Courses numbered 100-299 are college-level courses. They meet the requirements of the Associate of Arts and Associate of Science degrees as well as the Associate in Applied Sciences, and Associate in General Studies degrees conferred by TCC. These courses are normally accepted for transfer by four-year colleges and universities in Washington state when they are part of an Associate of Arts or Associate of Science degree. Students who transfer without one of the approved transfer degrees should not take for granted the transferability of all 100-level or 200-level classes since some of them are vocational courses and apply toward the Applied Sciences degree only.

Courses numbered 299 are reserved for special projects. Such projects are undertaken by individual students upon arrangement with an instructor and the chair of the division in which the course is offered. Credit granted for courses numbered 299 varies with the individual project.

Normally, one credit is given for one 50-minute period of class per week per quarter for lecture classes. Laboratory sections generally require two hours of class per week per quarter for each credit. Credits earned for successfully completing each course are shown in parentheses following the course titles in this section of the catalog.

For current course offerings, check the online class schedule or consult the appropriate division administrator. Class availability is dependent on adequate enrollment.

## Common Course Numbering

Common Course Numbering (CCN) is a state-mandated program requiring Washington community and technical colleges to share identical course prefix, number and/or title for selected courses. The intent of the program is to facilitate student transfer between the community and technical colleges within the

state (the state's four-year schools are not participating in the CCN program).

Common courses are identified by an "&" character at the end of the prefix, for example ENGL& or ANTH&. Presence or absence of an "&" character on a course does not influence transferability of the course to other academic institutions.

## Course Descriptions Index

# Accounting

## ACCT 101—Practical Accounting I (5 Credits)

**Prerequisite:** Placement by the Math Directed Self Placement tool or MATH 085 with a minimum grade of C or ABE 085 with a minimum grade of C

**Recommended Preparation:** ENGL/ 095 and CU 105 concurrent or prior enrollment CU 103 concurrent or prior enrollment  
Course Fee: \$0.00

**Description:** (Formerly ACCT 110) Introduces students to basic accounting concepts and procedures, emphasizing sole proprietors. Topics include analysis of business transactions and completion of the accounting cycle, including preparation of financial statements. Students will be introduced to computers.  
Hours: 5 Lecture.

## ACCT 145—Payroll And Business Taxes (5 Credits)

**Prerequisite:** BUS 110 with a minimum grade of C or Math 147 and ACCT& 201 with a minimum grade of C or instructor permission.  
Course Fee: \$12.00

**Description:** (Formerly ACCNT 145) Reviews state and federal laws and regulations on payroll computations, deductions and other business taxes.  
Hours: 5 Lecture.

## ACCT 165—Accounting with Sage (5 Credits)

**Prerequisite:** CU 103 or CU 105 and ACCT& 201 with a minimum grade of C or Instructor permission.

Course Fee: \$12.00

**Description:** Introduction to automated accounting methods using Sage. Sage is used to examine the complete accounting cycle. The course focuses on technical skills behind the screens and soft skills needed in an accounting department.

Hours: 5 Lecture.

## ACCT 175—Accounting with QuickBooks (5 Credits)

**Prerequisite:** ACCT& 201 with a minimum grade of C or Instructor permission.

**Recommended Preparation:** ACCT 165

Course Fee: \$12.00

**Description:** Introduction to automated accounting methods using QuickBooks. QuickBooks is used to examine the complete accounting cycle. Includes analysis, demonstration, exporting, importing and hands-on experience using the general ledger, accounts payable, accounts receivable and payroll modules.

Hours: 5 Lecture.

## ACCT& 201—Principles of Accounting I (5 Credits)

**Prerequisite:** MATH 085 with a minimum grade of C or ABE 085 with a minimum grade of C or completion of the Math Directed Self Placement Tool.

Course Fee: \$5.00

**Description:** (Formerly ACCNT-210) Emphasis is on the development and interpretation of financial statements: the balance sheet, income statement and the statement of equity.

Hours: 5 Lecture.

## ACCT& 202—Principles of Accounting II (5 Credits)

**Prerequisite:** ACCT& 201 with a minimum grade of C

Course Fee: \$5.00

**Description:** (Formerly ACCNT-220) ACCT&-202 is a continuation of ACCT&-201. Introduces accounting for long-term debt and investments. Examines the measuring and reporting of Stockholders' Equity and consolidated statements. Re-emphasizes the preparation of the Statement of Cash Flows. Introduction to methods used to interpret financial statements.

Hours: 5 Lecture.

## ACCT& 203—Principles of Accounting III (5 Credits)

**Prerequisite:** ACCT& 201 with a minimum grade of C

Course Fee: \$5.00

**Description:** (Formerly ACCNT-230) Introduction to cost concepts such as cost-volume-profit analysis and the budgeting process. Examines methods to determine product costs of a manufacturing business and the methods employed to control costs, such as the use of the standard cost system.

Hours: 5 Lecture.

## ACCT 250—Federal Income Tax (5 Credits)

**Prerequisite:** ACCT 101 with a minimum grade of C- or ACCT& 201 with a minimum grade of C- or Instructor permission.

Course Fee: \$12.00

**Description:** (Formerly ACCNT-250) Federal income tax for the layman, accounting student, working accountant/bookkeeper and small business owner, with special emphasis on tax issues affecting individuals.

Hours: 5 Lecture.

## ACCT 290—Work Internship (5 Credits)

**Prerequisite:** Program Chair permission.

Course Fee: \$10.00

**Description:** (Formerly ACCNT-290) During one quarter of the sophomore year, students can receive college credits for hands-on accounting work experience and training in a private or public sector organization.

## ACCT 299—Independent Study & Special Projects (1-5 Credits)

**Prerequisite:** Program chair permission.

Course Fee: \$

**Description:** (Formerly ACCNT-299) Study on an individual basis.

Hours: 1-5 Lecture.

# Adult Basic Education

## ABE 019—Navigating College - ABE/ESL (5 Credits)

**Prerequisite:** CASAS score below 246 or

Placement into Basic Skills Program.

Course Fee: \$1.00

**Description:** Students will build the skills to persist through ABE/AESL and successful transition to college-level courses. To facilitate students' development of the capacities necessary to confidently navigate their unique college and career pathways. Topics may include: self-advocacy skills; leveraging students' cultural capital; setting and achieving goals; academic planning; self care and stress management; cultivating mentor, peer and community relationships; communication; career exploration; connecting with college and community resources; critical thinking related to equity, diversity, and inclusion; and information literacy. This course may be offered to special student groups such as High School 21+ (HS21+), Workforce Education, and/or English as a Second Language (AESL).

Hours: 5 Lecture.

## ABE 020—ABE - Educational Interview (1-3 Credits)

**Prerequisite:** CASAS score under 246 or

Placement into Basic Skills program.

Course Fee: \$0.00

**Description:** The purpose of this class is to orient new students to the ABE/GED programs and resources at the college. In this class, the student will develop educational and personal goals, develop self-awareness and identify strategies and resources that will assist in achieving professional and academic goals.

Hours: 1-3 Lecture.

## ABE 021—Introduction to Practical Computing ABE (2 Credits)

Course Fee: \$

**Description:** To provide individuals in the BEdA program with an opportunity to cultivate the computer usage skills necessary to transition to post secondary education as confident, successful students. This course is an introduction to computer usage skills using the most current Microsoft Windows operating system. Topics include: developing computer literacy, navigation, organization, printing, file location and management, accessing help.

Hours: 2 Lecture.

## ABE 023—ABE Computer-Assisted Learning 1 (1-10 Credits)

**Prerequisite:** Current CASAS score of 201 or above.

Course Fee: \$1.00

**Description:** ABE CAL utilizes computer-assisted learning programs designed to supplement ABE instruction and support preparation for the high school completion exam. Students self-select their focus skill areas based on their academic and professional goals and work independently to meet personal goals. Possible focus areas include: test taking, math, reading, writing, vocabulary, speaking/listening, technology skills and typing. Students have the opportunity to receive support and feedback from their instructor once a week.

Hours: 1-10 Lab.

### ABE 024—ABE Computer-Assisted Learning 2 (1-10 Credits)

**Prerequisite:** Current CASAS score of 201 or above.

Course Fee: \$1.00

**Description:** ABE CAL utilizes computer-assisted learning programs designed to supplement ABE instruction and support preparation for the high school completion exam. Students self-select their focus skill areas based on their academic and professional goals and work independently to meet personal goals. Possible focus areas include: test taking, math, reading, writing, vocabulary, speaking/listening, technology skills and typing. Students have the opportunity to receive support and feedback from their instructor once a week.

Hours: 1-10 Lab.

### ABE 033—ABE Math - Level 3 (3-10 Credits)

**Prerequisite:** ABE 032 or CASAS score 211-220 or instructor permission.

Course Fee: \$10.00

**Description:** Students will read, write and interpret basic mathematical information using whole numbers, benchmark fractions, percents, and decimals. Students will be introduced to basic patterns, data, algebraic concepts, measurement, geometry and computational skills to solve 1-2 step real life and contextualized word problems.

Hours: 3-10 Lecture.

### ABE 035—College Bound Math Level 5 (3-10 Credits)

**Prerequisite:** ABE 067 with a minimum grade of B- or CASAS score 221-235 or instructor permission.

Course Fee: \$5.00

**Description:** Students will read, write and interpret mathematical information by measuring whole numbers and extending skills in fractions and decimals, ratios and percents. Students will use basic patterns, data, algebraic concepts, measurement, geometry and computational skills to solve 1-3 step theme based contextualized word problems. This course will integrate these skills into contextualized units.

Hours: 3-10 Lecture.

### ABE 044—College Bound Reading and Writing 4 (3-10 Credits)

**Prerequisite:** CASAS score 211-235 and instructor permission and ABE writing sample.

Course Fee: \$2.00

**Description:** Students will practice reading, writing, speaking and listening strategies to increase comprehension, vocabulary, fluency, critical thinking and academic literacy.

Hours: 3-10 Lecture.

### ABE 045—College Bound Reading and Writing Level 5 (2-15 Credits)

**Prerequisite:** ABE writing sample and CASAS score of 236-255 and instructor permission

Course Fee: \$2.00

**Description:** Students will practice reading, writing, speaking and listening strategies to increase comprehension, vocabulary, fluency, critical thinking and academic literacy.

Hours: 2-15 Lecture.

## ABE 056—ABE Math Vocabulary (2 Credits)

**Prerequisite:** teacher recommendation

**Recommended Preparation:** ABE 034 or CASAS score of 230 or higher in math

Course Fee: \$

**Description:** This 2 credit course can supplement or replace ABE 035-036. The focus is on developing necessary reading comprehension and vocabulary directly related to math. Vocabulary, word problems and reading strategies will be selected from current math textbooks. Topics will include: whole numbers, fractions, decimals, percents, ratios, geometry, introductory algebra, data and statistics concepts.

Hours: 2 Lecture.

## ABE 065—Math Support for Non Native Speakers of English (2 Credits)

**Prerequisite:** AESL 035 with a minimum grade of B- or Placement in AESL 036 or Instructor recommendation

**Corequisite:** ABE 066 or ABE 067 or ABE 068  
Course Fee: \$0.00

**Description:** The focus of this 2 credit supplemental course is on developing necessary reading comprehension, speaking, listening and vocabulary skills directly related to math. Vocabulary, problem solving and reading strategies will be selected from current math curriculum. Topics will include: number sense/ place value, fractions, decimals, percents, ratios, geometry, introductory algebra, data and statistics in a contextualized format.

Hours: 2 Lecture.

## ABE 066—Applied Math I (5-8 Credits)

**Prerequisite:** Minimum Math CASAS score of 201

Course Fee: \$5.00

**Description:** Students will read, write and interpret basic mathematical information using whole numbers, fractions, benchmark percents, and decimals. Students will be introduced to basic patterns, data, algebraic concepts, measurement, geometry and computational skills to solve 1-2 step contextualized real life word problems.

Hours: 5-8 Lecture.

## ABE 067—Applied Math II (5-8 Credits)

**Prerequisite:** Minimum CASAS score of 221 or ABE 066 with a minimum grade of B-  
Course Fee: \$5.00

**Description:** Students will read, write and interpret mathematical information by measuring whole numbers and extending skills in fractions and decimals, ratios and percents. Students will use basic patterns, data, algebraic concepts, measurement, geometry and computational skills to solve 1-3 step theme based contextualized word problems. This course will integrate these skills into contextualized units. Students completing this course with an 80% or better will meet the requirements for HS 21+ to earn 1 - 1.5 credits of high school math equivalency.

Hours: 5-8 Lecture.



## ABE 068—Integrated Algebra and Geometry I (5-8 Credits)

**Prerequisite:** Minimum math CASAS score of 236 or ABE 067 with a minimum grade of B- or Assessment at or above Math 085

Course Fee: \$1.00

**Description:** In this course, students will be introduced to basic algebraic and geometric concepts through a contextualized, integrated curriculum. Students will review basic concepts of number sense, ratios, proportions and percents and apply these skills to algebraic and geometric word problems. Students will also become familiar with polygons, circles, lines, and angles and their relationship to algebra by solving multi-step real life word problems. Students will increase their basic knowledge of algebra by understanding and applying signed numbers to real world concepts, solving 3-4 step equations, solving and graphing inequalities and linear equations. Students will demonstrate mastery of these concepts and their real world connections with a midterm exam, culminating portfolio and final exam. Students completing this course with an 80% or better will meet the requirements for HS 21+ to earn 1 - 1.5 credits of high school math equivalency.

Hours: 5-8 Lecture.

## ABE 069—HS21+ Portfolio Class (2-8 Credits)

**Prerequisite:** HS21+ Transcript Evaluation and (minimum CASAS score of 236 or minimum writing sample score of 5)

Course Fee: \$1.00

**Description:** The purpose of this class is to allow students to show high school content area competency and fulfillment of HS21+ graduation requirements through the completion of online independent portfolio assignments. Students will develop educational plans designed around their personal aspirations, develop self-awareness and identify strategies and resources that will assist in achieving professional and academic goals, including transition to college and /or certification and training programs. This competency based class allows students to work at their own pace, exit at a level appropriate to demonstrated skills and knowledge, and earn high school completion credits.

Hours: 2-8 Lecture.

## ABE 070—Reading and Writing for the Sciences: Health Science (5-10 Credits)

**Prerequisite:** ABE 071 with a minimum grade of C or ABE 072 with a minimum grade of C or ABE 073 with a minimum grade of C or ABE 074 with a minimum grade of C or ABE 075 with a minimum grade of C or ABE 077 with a minimum grade of C or ABE 078 with a minimum grade of C or ABE 079 with a minimum grade of C or Minimum CASAS reading score of 211 or Minimum writing sample score of 3

Course Fee: \$1.00

**Description:** This theme based English course integrates reading, writing, listening, speaking, and critical thinking skills around assignments and activities focusing on health science. Possible topics include: nutrition; stress management; fitness; disease prevention and control; drug addiction and recovery; growth and development; and the impacts of environmental, family and cultural factors on health. Laboratories are included. This competency based class allows students to work at their own pace, exit at a level appropriate to demonstrated skills and knowledge, and earn possible high school completion Science, Lab Science, Contemporary World Issues, Health, English, and/or elective credits.

Hours: 5-10 Lecture. 0 Lab.



## ABE 071—Reading and Writing for Occupational Education (5-10 Credits)

**Prerequisite:** ABE 070 with a minimum grade of C or ABE 072 with a minimum grade of C or ABE 073 with a minimum grade of C or ABE 074 with a minimum grade of C or ABE 075 with a minimum grade of C or ABE 077 with a minimum grade of C or ABE 078 with a minimum grade of C or ABE 079 with a minimum grade of C or Minimum CASAS reading score of 211 or Minimum writing sample score of 3

Course Fee: \$1.00

**Description:** This theme based English course integrates reading, writing, listening, speaking, and critical thinking skills around assignments and activities focusing on occupational education. Students will investigate possible career paths, acquire employability and leadership skills, and develop the technology skills necessary for the workplace. This competency based class allows students to work at their own pace, exit at a level appropriate to demonstrated skills and knowledge, and earn possible high school completion occupational education, English, and/or elective credits.  
Hours: 5-10 Lecture.

## ABE 072—Reading and Writing for Social Studies: Washington State History (5-10 Credits)

**Prerequisite:** ABE 070 with a minimum grade of C or ABE 071 with a minimum grade of C or ABE 073 with a minimum grade of C or ABE 074 with a minimum grade of C or ABE 075 with a minimum grade of C or ABE 077 with a minimum grade of C or ABE 078 with a minimum grade of C or ABE 079 with a minimum grade of C or Minimum CASAS score of 211 or Minimum writing sample score of 3  
Course Fee: \$1.00

**Description:** This theme based English course integrates reading, writing, listening, speaking, and critical thinking skills around assignments and activities focusing on Washington State History through multicultural perspectives. Students will examine Washington's social, cultural, economic, geographical and political history as well as explore current State issues. This competency based class allows students to work at their own pace, exit at a level appropriate to demonstrated skills and knowledge, and earn possible high school completion Social Studies (WA State History and/or Government and Civics), English, and/or elective credits.  
Hours: 5-10 Lecture.

## ABE 073—R/W for Social Studies:Contemporary World Issues (5-10 Credits)

**Prerequisite:** ABE 070 with a minimum grade of C or ABE 071 with a minimum grade of C or ABE 072 with a minimum grade of C or ABE 074 with a minimum grade of C or ABE 075 with a minimum grade of C or ABE 077 with a minimum grade of C or ABE 078 with a minimum grade of C or ABE 079 with a minimum grade of C or Minimum CASAS score of 211 or Minimum writing sample score of 3  
Course Fee: \$1.00

**Description:** This theme based English course integrates reading, writing, listening, speaking, and critical thinking skills around assignments and activities focusing on contemporary world issues. Students will examine diverse societies from around the world and explore the major issues that affect our ability to connect and thrive as a global community. Possible topics include: homelessness, poverty, immigration, human rights, and social and economic inequities. This competency based class allows students to work at their own pace, exit at a level appropriate to demonstrated skills and knowledge, and earn possible high school completion Social Studies (Contemporary World Issues), English, and/or elective credits.  
Hours: 5-10 Lecture.

## ABE 074—Reading and Writing for the Sciences: Biology (5-10 Credits)

**Prerequisite:** ABE 070 with a minimum grade of C or ABE 071 with a minimum grade of C or ABE 072 with a minimum grade of C or ABE 073 with a minimum grade of C or ABE 075 with a minimum grade of C or ABE 077 with a minimum grade of C or ABE 078 with a minimum grade of C or ABE 079 with a minimum grade of C or Minimum CASAS reading score of 227 or Minimum writing sample score of 4  
Course Fee: \$1.00

**Description:** This theme based English course integrates reading, writing, listening, speaking, and critical thinking skills around assignments and activities focusing on biology. Topics include: scientific method and literacy; basic cellular anatomy and biochemical processes; evolution; diversity of life; and ethical issues related to scientific and medical research. Laboratories are included. This competency based class allows students to work at their own pace, exit at a level appropriate to demonstrated skills and knowledge, and earn possible high school completion English, Science, Lab Science, Contemporary World Issues and/or elective credits.  
Hours: 5-10 Lecture. 0 Lab.

## ABE 075—Reading and Writing for Social Studies: US History (5-10 Credits)

**Prerequisite:** ABE 070 with a minimum grade of C or ABE 071 with a minimum grade of C or ABE 072 with a minimum grade of C or ABE 073 with a minimum grade of C or ABE 074 with a minimum grade of C or ABE 077 with a minimum grade of C or ABE 078 with a minimum grade of C or ABE 079 with a minimum grade of C or Minimum CASAS score of 227 or Minimum writing sample score of 4  
Course Fee: \$1.00

**Description:** This theme based English course integrates reading, writing, listening, speaking, and critical thinking skills around assignments and activities focusing on United States History through multicultural perspectives. The course includes social and political history and geography providing students with a broad view of America's past and present. Possible course topics include: African-American history, immigrants, women's studies, Native American history, Civil Rights, and major turning points in US history. This competency based class allows students to work at their own pace, exit at a level appropriate to demonstrated skills and knowledge, and earn possible high school completion English, Social Studies (US History and/or Government and Civics), and/or elective credits.

Hours: 5-10 Lecture.

## ABE 076—Grammar Review (3-10 Credits)

**Prerequisite:** AESL 055 or CASAS reading score of 221-255 and writing sample  
Course Fee: \$1.00

**Description:** Grammar Review is designed for high-intermediate ESL students. Topics include a review of Grammar 5 and are expanded to include past perfect verb tense, coordinators, subordinators (adjective, adverb, noun clauses), conjunctive adverbs, conditionals, and indirect speech. Students will use the internet to research grammar points.

Hours: 3-10 Lecture.

## ABE 077—Reading and Writing for the Sciences: Environmental Science (5-10 Credits)

**Prerequisite:** ABE 070 with a minimum grade of C or ABE 071 with a minimum grade of C or ABE 072 with a minimum grade of C or ABE 073 with a minimum grade of C or ABE 074 with a minimum grade of C or ABE 075 with a minimum grade of C or ABE 078 with a minimum grade of C or ABE 079 with a minimum grade of C or Minimum CASAS reading score of 227 or Minimum writing sample score of 4

Course Fee: \$1.00

**Description:** This theme based English course integrates reading, writing, listening, speaking, and critical thinking skills around assignments and activities focusing on Environmental Science. Topics include population, ecology, climate change, sustainability and pollution. Students will specifically focus on environmental issues related to the Pacific Northwest. Laboratories and field trips are included. This competency based class allows students to work at their own pace, exit at a level appropriate to demonstrated skills and knowledge, and earn possible high school completion English, Lab Science, Science, Contemporary World Issues and/or elective credits.

Hours: 5-10 Lecture. 0 Lab.

## ABE 078—R/W for Social Studies:Contemporary World Issues 2 (5-10 Credits)

**Prerequisite:** ABE 070 with a minimum grade of C or ABE 071 with a minimum grade of C or ABE 072 with a minimum grade of C or ABE 073 with a minimum grade of C or ABE 074 with a minimum grade of C or ABE 075 with a minimum grade of C or ABE 077 with a minimum grade of C or ABE 079 with a minimum grade of C or Minimum CASAS reading score of 227 or Minimum writing sample score of 4

Course Fee: \$1.00

**Description:** This theme based English course integrates reading, writing, listening, speaking, and critical thinking skills around assignments and activities focusing on World Cultures. Using a comparative approach, students will examine societies from around the world to explore the patterns of human life in areas such as adaptation, economics, family, political organization, healing, and religion as well as explore current issues impacting those societies. By examining different peoples through a cultural anthropologic lens, students will develop a better understanding of the unity and the diversity of humankind. This competency based class allows students to work at their own pace, exit at a level appropriate to demonstrated skills and knowledge, and earn possible high school completion English, Social Studies (Contemporary World Issues)and/or elective credits.

Hours: 5-10 Lecture.

## ABE 079—Reading and Writing for Social Studies: US Government and Civics (5-10 Credits)

**Prerequisite:** ABE 070 with a minimum grade of C or ABE 071 with a minimum grade of C or ABE 072 with a minimum grade of C or ABE 073 with a minimum grade of C or ABE 074 with a minimum grade of C or ABE 075 with a minimum grade of C or ABE 077 with a minimum grade of C or ABE 078 with a minimum grade of C or Minimum CASAS score of 227 or minimum writing sample score of 4

Course Fee: \$1.00

**Description:** This theme based English course integrates reading, writing, listening, speaking, and critical thinking skills around assignments and activities focusing on United States Government and Civics. Students will learn how our government works and develop a critical understanding of the strengths and weaknesses of the American political system, and their rights and responsibilities as citizens. Includes study of the U.S. Constitution. This competency based class allows students to work at their own pace, exit at a level appropriate to demonstrated skills and knowledge, and earn possible high school completion English, Social Studies (US Government), and/or elective credits.

Hours: 5-10 Lecture.

## ABE 082—Applied Math I (5 Credits)

**Prerequisite:** CASAS score of 201-220

Course Fee: \$1.00

**Description:** Students will read, write and interpret basic mathematical information using whole numbers, fractions, benchmark percents, and decimals. Students will be introduced to basic patterns, data, algebraic concepts, measurement, geometry and computational skills to solve 1-2 step contextualized real life word problems.

Hours: 5 Lecture. 0 Lab.

## ABE 083—Applied Math II (5 Credits)

**Prerequisite:** ABE 082 with a minimum grade of C or CASAS score of 221-229

Course Fee: \$1.00

**Description:** Students will read, write and interpret mathematical information by applying the operations of whole numbers and extending skills in fractions, decimals and percents. Students will use basic patterns and algebraic thinking including evaluating algebraic expressions and one-two step equations. This course will integrate real life geometry skills including area, perimeter, volume, lines, angles and polygons. Students will interpret contextualized line, bar and circle graphs and measures of central tendency.

Hours: 5 Lecture.

## ABE 084—Pre-Algebra (5 Credits)

**Prerequisite:** ABE 083 with a minimum grade of C or CASAS score of 230-235

Course Fee: \$1.00

**Description:** Students will read, write and interpret mathematical information by extending previous knowledge of whole numbers, fractions, decimals and percents in an algebraic context. Students will apply ratios and proportions to algebraic word problems. Students will extend algebraic thinking including signed numbers, order of operations, evaluating algebraic expressions and solving one-three step equations. This course will integrate real life geometry skills including area, perimeter, volume, lines, angles, Pythagorean Theorem, circles, cylinders and polygons by applying algebraic formulas.

Hours: 5 Lecture.

## ABE 085—Introduction to Elementary Algebra (5 Credits)

**Prerequisite:** Math CASAS score of 236-245 or ABE 084 with a minimum grade of C or

Accuplacer at MATH 85 and ENGL/ 085 with a minimum grade of C or ABE 074 with a minimum grade of C or ABE 075 with a minimum grade of C or ABE 077 with a minimum grade of C or ABE 078 with a minimum grade of C or ABE 079 with a minimum grade of C or Accuplacer at ENGL/ 085 or Reading CASAS score of 227 or above

**Corequisite:** ENGL/ 085 or ABE 074 or ABE 075 or ABE 077 or ABE 078 or ABE 079

Course Fee: \$1.00

**Description:** This is a beginning algebra course specifically designed for students with pre-algebra background. Topics include variables and signed numbers, solutions to linear equations and inequalities, simplification of algebraic expressions, evaluation and manipulation of formulas, an emphasis on word problems, coordinate geometry, graphing of linear equations, and scatterplots. Scientific calculator required.

Hours: 5 Lecture.

## ABE 090—Elementary Algebra (5-8 Credits)

**Prerequisite:** Math CASAS score 246-250 and Accuplacer placement of Math 90 or MATH 085 with a minimum grade of C or ABE 085 with a minimum grade of B- and ENGL/ 085 with a minimum grade of C or ABE 074 with a minimum grade of B- or ABE 075 with a minimum grade of B- or ABE 077 with a minimum grade of B- or ABE 078 with a minimum grade of B- or ABE 079 with a minimum grade of B- or Accuplacer at ENGL/ 085 or Reading CASAS score of 227 or above

**Corequisite:** ENGL/ 085 or ABE 074 or ABE 075 or ABE 077 or ABE 078 or ABE 079

Course Fee: \$1.00

**Description:** Topics include linear equations, polynomials, factoring, rational expressions, and graphing. Scientific calculator required.

Hours: 5-8 Lecture.

## ABE 094—Academic Reading and Writing II: Threshold (5-10 Credits)

**Prerequisite:** ABE 074 with a minimum grade of C or ABE 075 with a minimum grade of C or ABE 077 with a minimum grade of C or ABE 078 with a minimum grade of C or ABE 079 with a minimum grade of C or ENGL/ 085 with a minimum grade of C or Placement in ENGL/ 095  
Course Fee: \$0.00

**Description:** An integrated pre-college course designed to improve the student's reading and writing ability for entrance into ENGL& 101. Course work focuses on critical reading and analytical writing in response to readings, with an emphasis on organization, unity, coherence, and adequate development; an introduction to expository essays; and a review of the rules and conventions of standard written English. Essay and research writing is included. This is a preparatory class for college success with reading emphasis on text analysis for structure, inferring meaning, critical thinking, and vocabulary development. Introduction to literary devices is included. HS21+ students may have the opportunity to earn HS credit based on the contextualized theme of the course. The criteria to earn a specific content credit will be clearly outlined in the syllabus and align with the HS21+ credit earning process.  
Hours: 5-10 Lecture.

## ABE 095—Intermediate Algebra (5 Credits)

**Prerequisite:** MATH CASAS score 251-256 and Accuplacer placement of Math 95 or ABE 090 with a minimum grade of B- or MATH 090 with a minimum grade of C and ENGL/ 085 with a minimum grade of C or ABE 074 with a minimum grade of B- or ABE 075 with a minimum grade of B- or ABE 077 with a minimum grade of B- or ABE 078 with a minimum grade of B- or ABE 079 with a minimum grade of B- or Accuplacer at ENGL/ 085 or Reading CASAS score of 227 or above  
**Corequisite:** ENGL/ 085 or ABE 074 or ABE 075 or ABE 077 or ABE 078 or ABE 079  
Course Fee: \$1.00

**Description:** Topics include introduction to functions; linear, quadratic, exponential and logarithmic functions and their applications; systems of linear equations and inequalities and their applications; rational exponents and radicals.  
Hours: 5 Lecture.

## AESL 011—Integrated ESL - Level 1 (3-15 Credits)

**Prerequisite:** CASAS Reading score of 180 or below and CASAS Listening score of 180 or below and Writing sample Level 1 and Instructor permission  
Course Fee: \$1.00  
**Description:** Integrated ESL Level 1 is designed for students at the literacy level in the English language. Students will gain knowledge and learn foundational speaking, listening, reading, writing, grammar, and technology skills to assist them in becoming college and career ready.  
Hours: 3-15 Lecture.



## AESL 012—Integrated ESL - Level 2 (3-15 Credits)

**Prerequisite:** AESL 011 with a minimum grade of B- or Instructor permission or CASAS Reading score of 181 to 190 and CASAS Listening score of 181-189 and Writing sample Level 2 or higher and Instructor permission

Course Fee: \$1.00

**Description:** Integrated ESL Level 2 is designed for students at the low-beginning level in the English language. Students will gain knowledge and learn very simple speaking, listening, reading, writing, grammar, and technology skills to assist them in becoming college and career ready.

Hours: 3-15 Lecture.

## AESL 013—Integrated ESL - Level 3 (3-15 Credits)

**Prerequisite:** AESL 012 with a minimum grade of B- or Instructor permission or CASAS Reading score of 191-200 and CASAS Listening score of 190-199 and Writing sample Level 3 or higher and Instructor permission

Course Fee: \$1.00

**Description:** Integrated ESL Level 3 is designed for students at the high-beginning level in the English language. Students will gain knowledge and learn simple speaking, listening, reading, writing, grammar, and technology skills to assist them in becoming college and career ready.

Hours: 3-15 Lecture.

## AESL 014—Integrated ESL - Level 4 (3-15 Credits)

**Prerequisite:** AESL 013 with a minimum grade of B- and Instructor permission or CASAS Reading score of 201 to 210 and CASAS Listening score of 200 to 219 and Writing sample Level 4 or higher and Instructor permission

Course Fee: \$1.00

**Description:** Integrated ESL Level 4 is designed for students at the low-intermediate level in the English language. Students will gain knowledge and learn speaking, listening, reading, writing, grammar, and technology skills to assist them in becoming college and career ready.

Hours: 3-15 Lecture.

## AESL 015—Integrated ESL - Level 5 (3-15 Credits)

**Prerequisite:** AESL 014 with a minimum grade of B- or Instructor permission or CASAS Reading score of 211 to 220 and CASAS Listening score of 210-218 and Writing sample Level 5 or higher and Instructor permission

Course Fee: \$1.00

**Description:** Integrated ESL Level 5 is designed for students at the high-intermediate level in the English language. Students will gain knowledge and learn speaking, listening, reading, writing, grammar, and technology skills to assist them in becoming college and career ready.

Hours: 3-15 Lecture.

## AESL 016—Integrated ESL - Level 6 (3-15 Credits)

**Prerequisite:** AESL 015 with a minimum grade of B- or Instructor permission or CASAS Reading score of 221 to 235 and CASAS Listening score of 219-227 and Writing sample Level 6 or higher and Instructor permission

Course Fee: \$1.00

**Description:** Integrated ESL Level 6 is designed for students at the advanced level in the English language. Students will gain knowledge and learn speaking, listening, reading, writing, grammar, and technology skills to assist them in becoming college and career ready.

Hours: 3-15 Lecture.

## AESL 020—ESL - Educational Interview (1-3 Credits)

**Prerequisite:** CASAS score under 235 or placement into basic skills program.

Course Fee: \$0.00

**Description:** The purpose of this class is to orient new students to the ABE/ESL programs and resources at the college. In this class, the student will develop educational and personal goals, develop self-awareness and identify strategies and resources that will assist in achieving professional, and academic goals.

Hours: 1-3 Lecture.

## AESL 021—Introduction to Practical Computing AESL (2-10 Credits)

Course Fee: \$5.00

**Description:** To provide English language learners with an opportunity to cultivate the computer usage skills necessary to transition to college level courses as confident, successful students. This course is an introduction to computer usage skills using the most current Microsoft Windows operating system. Topics include: developing computer literacy, navigation, organization, printing, file location and management, accessing help.

Hours: 2 Lecture. 10 Lab.

## AESL 022—AESL Computer-Assisted Learning - Level 2 (1-10 Credits)

**Prerequisite:** CASAS score of 181-190 or AESL 021

Course Fee: \$1.00

**Description:** AESL Computer-Assisted Learning Level 2 utilizes computer-assisted learning programs designed to supplement AESL instruction for students testing into AESL level 2.

Hours: 1-10 Lab.

## AESL 023—AESL Computer-Assisted Learning - Level 3 (1-10 Credits)

**Prerequisite:** CASAS score of 191-200 or AESL 022

Course Fee: \$1.00

**Description:** AESL Computer-Assisted Learning Level 3 utilizes computer-assisted learning programs designed to supplement AESL instruction for students testing into AESL level 3.

Hours: 1-10 Lab.

## AESL 024—AESL Computer-Assisted Learning - Level 4 (1-10 Credits)

**Prerequisite:** CASAS score of 201-210 or AESL 023

Course Fee: \$1.00

**Description:** AESL Computer-Assisted Learning Level 4 utilizes computer-assisted learning programs designed to supplement AESL instruction for students testing into AESL level 4.

Hours: 1-10 Lab.

## AESL 025—AESL Computer-Assisted Learning - Level 5 (1-10 Credits)

**Prerequisite:** CASAS score of 211-220 or AESL 024

Course Fee: \$1.00

**Description:** AESL Computer-Assisted Learning Level 5 utilizes computer-assisted learning programs designed to supplement AESL instruction for students testing into AESL level 5.

Hours: 1-10 Lab.

## AESL 026—AESL Computer-Assisted Learning - Level 6 (1-10 Credits)

**Prerequisite:** CASAS score of 221-235 or AESL 025

Course Fee: \$1.00

**Description:** AESL Computer-Assisted Learning Level 6 utilizes computer-assisted learning programs designed to supplement AESL instruction for students testing into AESL level 6.

Hours: 1-10 Lab.

## AESL 031—ESL Speaking and Listening Level 1 (3-10 Credits)

**Prerequisite:** CASAS score of 180 or below.

Course Fee: \$1.00

**Description:** Students will learn to use and understand basic words and phrases related to personal information and basic communication needs. Students will learn to answer and ask very basic questions, use basic non verbal cues and ask for clarification when needed.

Hours: 3-10 Lecture.



### AESL 032—ESL Speaking and Listening Level 2 (3-10 Credits)

**Prerequisite:** AESL 031 or CASAS score of 181-190.

Course Fee: \$1.00

**Description:** Students will learn to use and understand short sentences related to personal information. Instruction will focus on basic comprehension and pronunciation and students will learn to use and understand simple strategies to relay information such as gestures, eye contact and requesting feedback.

Hours: 3-10 Lecture.

### AESL 033—ESL Speaking and Listening Level 3 (3-10 Credits)

**Prerequisite:** AESL 032 or CASAS score of 191-200.

Course Fee: \$1.00

**Description:** Student will begin to use and understand basic grammar and sentence structure in communication related to everyday topics and personal experiences. Students will continue to work on pronunciation and will begin to participate in short conversations, give instructions, and gather missing information.

Hours: 3-10 Lecture.

### AESL 034—ESL Speaking and Listening Level 4 (3-10 Credits)

**Prerequisite:** AESL 033 or CASAS score of 201-210.

Course Fee: \$1.00

**Description:** Students will learn to communicate with little support in familiar and unfamiliar settings. Instruction will focus on improving pronunciation, managing more complex conversations, explanations, instructions, and narratives.

Hours: 3-10 Lecture.

### AESL 035—ESL Speaking and Listening Level 5 (3-10 Credits)

**Prerequisite:** AESL 034 or CASAS score of 211-220.

Course Fee: \$1.00

**Description:** Students will learn to communicate fluently and accurately in familiar and unfamiliar settings. Instruction will focus on fine tuning pronunciation, building more complex vocabulary, improving comprehension, and using more complex communication strategies.

Hours: 3-10 Lecture.

### AESL 036—ESL Speaking and Listening Level 6 (3-10 Credits)

**Prerequisite:** AESL 035 or CASAS score of 221-235.

Course Fee: \$1.00

**Description:** Students will learn to use a broad range of vocabulary and registers as well as understand most details in conversations, short lectures, news reports and extended explanations. Instruction will focus on building complex conversation skills as well as developing strategies for repairing gaps in communication.

Hours: 3-10 Lecture.

### AESL 041—ESL Reading and Writing Level 1 (3-10 Credits)

**Prerequisite:** CASAS score of 180 or below or recommendation of instructor/intake staff.

Course Fee: \$1.00

**Description:** Students will learn to read simple everyday words. Instruction will focus on letters and numbers and helping students combine and blend sounds and recognize new words. Students will learn to write the alphabet and numbers. Instruction will focus on basic writing needs such as personal information and basic lists.

Hours: 3-10 Lecture.

## AESL 042—ESL Reading and Writing Level 2 (3-10 Credits)

**Prerequisite:** AESL 041 or CASAS score of 181-191.

Course Fee: \$1.00

**Description:** Students will learn to decode familiar words and read simple texts. Instruction will focus on sounding out words by syllables, locating information, and using simple reading strategies. Students will learn to organize ideas and write simple sentences on familiar topics. Instruction will focus on simple grammar, capitalization, punctuation, and editing.  
Hours: 3-10 Lecture.

## AESL 043—ESL Reading/Writing Level 3 (3-10 Credits)

**Prerequisite:** AESL 042 or CASAS score of 191-200.

Course Fee: \$1.00

**Description:** Students will learn to use reading strategies to monitor comprehension. Instruction will focus on building content knowledge and vocabulary, and locating information in texts. Students will learn to organize ideas and write a short but legible draft. Instruction will focus on simple sentence structure, grammar, capitalization, spelling and punctuation.  
Hours: 3-10 Lecture.

## AESL 044—ESL Reading/Writing Level 4 (3-10 Credits)

**Prerequisite:** AESL 043 or CASAS reading score of 201-210.

Course Fee: \$1.00

**Description:** Students will organize and write a single paragraph with topic sentence, supporting details, and conclusion. Writing instruction will include editing and revising spelling, mechanics, and sentence structure. Students will learn to read short- to medium-length text to locate information. Reading instruction will focus on developing vocabulary and strategies to monitor comprehension.  
Hours: 3-10 Lecture.

## AESL 045—ESL Reading/Writing Level 5 (3-10 Credits)

**Prerequisite:** AESL 044 or CASAS score of 211-220.

Course Fee: \$1.00

**Description:** Students will learn to organize and write short, linked paragraphs for personal and business purposes, and make multiple revisions of writing. Students will read medium-length texts, focusing on strategies such as inference and word analysis to approach unfamiliar and specialized vocabulary.  
Hours: 3-10 Lecture.

## AESL 046—ESL Reading/Writing Level 6 (3-10 Credits)

**Prerequisite:** AESL 045 or CASAS score of 221-235.

Course Fee: \$1.00

**Description:** Expanding on Reading/Writing 5, students will learn to organize and write medium length, linked paragraphs for academic purposes. Instruction will include compound-complex sentence structure and word processing. Students will learn to read medium-to long-text focusing on reading and monitoring strategies.  
Hours: 3-10 Lecture.

## AESL 061—Integrated Digital English Acceleration 1 I-DEA 1 (18 Credits)

**Prerequisite:** CASAS reading and listening score of 180 and below or instructor recommendation  
Course Fee: \$18.00

**Description:** I-DEA 1 is a contextualized, hybrid online AESL course delivered using a flipped classroom model. Course content will increase students' ability to interact with others in academic, workplace, and personal life settings and promote career exploration and workplace readiness. The curriculum and delivery method are designed to accelerate low-beginning level adult English language learners' acquisition of English reading, writing, listening, and speaking, as well as technology skills, teamwork, interpersonal communication and problem solving, while promoting independent learning.  
Hours: 18 Lecture.

## AESL 062—Integrated Digital English Acceleration 2 (I-DEA 2) (18 Credits)

**Prerequisite:** CASAS Reading and Listening score of 181-190 or Instructor recommendation or AESL 061 with a minimum grade of B-  
Course Fee: \$18.00

**Description:** I-DEA 2 is a contextualized, hybrid online AESL course delivered using a flipped classroom model. Course content will increase students' ability to interact with others in academic, workplace, and personal life settings and promote career exploration and workplace readiness. The curriculum and delivery method are designed to accelerate high-beginning level adult English language learners' acquisition of English reading, writing, listening, and speaking, as well as technology skills, teamwork, interpersonal communication and problem solving, while promoting independent learning.  
Hours: 18 Lecture.

## AESL 063—Integrated Digital English Acceleration 3 (I-DEA 3) (18 Credits)

**Prerequisite:** AESL 062 with a minimum grade of B- or CASAS Reading score of 191-200 and Listening score of 190-199 or Instructor recommendation  
Course Fee: \$18.00

**Description:** I-DEA 3 is a contextualized, hybrid online AESL course delivered using a flipped classroom model. Course content will increase students' ability to interact with others in academic, workplace, and personal life settings and promote career exploration and workplace readiness. The curriculum and delivery method are designed to accelerate low-intermediate level adult English language learners' acquisition of English reading, writing, listening, and speaking, as well as technology skills, teamwork, interpersonal communication and problem solving, while promoting independent learning.  
Hours: 18 Lecture.

## AESL 071—Integrated AESL - Level 1A (3-15 Credits)

**Prerequisite:** (AESL 072 and Permission Code) or (CASAS Reading score of 180 or below and CASAS Listening score of 180 or below and Writing Sample at Level 1 or higher and Permission Code)  
Course Fee: \$1.00

**Description:** Integrated AESL - Level 1A is a part of the two-quarter level 1 curriculum designed for students who have no background in the English language. Students will acquire knowledge and demonstrate skills in speaking, listening, reading, writing, grammar and technology to meet their basic needs.  
Hours: 3-15 Lecture.

## AESL 072—Integrated AESL - Level 1B (3-15 Credits)

**Prerequisite:** (AESL 071 and Permission Code) or (CASAS Reading score of 180 or below and CASAS Listening score of 180 or below and Writing Sample at Level 1 or higher and Permission Code)  
Course Fee: \$1.00

**Description:** Integrated AESL - Level 1B is part of a 2-quarter curriculum designed for students with little or no knowledge of the English language. Students will acquire knowledge and demonstrate skills in listening, speaking, reading, writing, grammar and technology to meet their basic needs.  
Hours: 3-15 Lecture.

## AESL 073—Integrated AESL - Level 2A (3-15 Credits)

**Prerequisite:** (AESL 071 with a minimum grade of C and AESL 072 with a minimum grade of C and Permission Code) or (CASAS Reading score of 181 to 190 and CASAS Listening Score of 181-189 and Writing Sample at Level 2 or higher and Permission Code)  
Course Fee: \$1.00

**Description:** Integrated AESL - Level 2A is part of a 2-quarter curriculum designed for students at the low-beginning level in the English language. Students will acquire knowledge and demonstrate skills in speaking, listening, reading, writing, grammar and technology skills. to become college and career ready.  
Hours: 3-15 Lecture.

## AESL 074—Integrated AESL - Level 2B (3-15 Credits)

**Prerequisite:** (AESL 071 with a minimum grade of C and AESL 072 with a minimum grade of C and Permission Code) or (CASAS Reading Score of 181 to 190 and CASAS Listening Score of 181 to 189 and Writing Sample Level 2 or higher and Permission Code)

Course Fee: \$1.00

**Description:** Integrated AESL - Level 2B is a 2-quarter curriculum designed for students at the low-beginning level in the English language. Students will acquire knowledge and demonstrate skills in speaking, listening, reading, writing, grammar and technology skills to become college and career ready.

Hours: 3-15 Lecture.

## AESL 075—Integrated AESL - Level 3A (3-15 Credits)

**Prerequisite:** (AESL 073 with a minimum grade of C and AESL 074 with a minimum grade of C and Permission Code) or (CASAS Reading Score of 191-200 and CASAS Listening Score of 190-199 and Writing Sample Level 3 or higher and Permission Code)

Course Fee: \$1.00

**Description:** Integrated AESL - Level 3A is a part of the two-quarter level 3 curriculum designed for students at the high-beginning level in the English language. Students will acquire knowledge and demonstrate skills in speaking, listening, reading, writing, grammar, critical thinking, and technology to become college and career ready.

Hours: 3-15 Lecture.

## AESL 076—Integrated AESL - Level 3B (3-15 Credits)

**Prerequisite:** (AESL 073 with a minimum grade of C and AESL 074 with a minimum grade of C and Permission Code) or (CASAS Reading Score of 191-200 and CASAS Listening Score of 190-199 and Writing Sample Level 3 or higher and Permission Code)

Course Fee: \$1.00

**Description:** Integrated AESL - Level 3B is a part of the two-quarter level 3 curriculum designed for students at the high-beginning level in the English language. Students will acquire knowledge and demonstrate skills in speaking, listening, reading, writing, grammar, critical thinking, and technology to become college and career ready.

Hours: 3-15 Lecture.

## AESL 077—Integrated AESL - Level 4A (3-15 Credits)

**Prerequisite:** (AESL 075 with a minimum grade of C and AESL 076 with a minimum grade of C and Permission Code) or (CASAS Reading Score of 201 - 210 and CASAS Listening Score of 200 - 209 and Writing Sample Level 4 or higher and Permission Code)

Course Fee: \$1.00

**Description:** Integrated AESL Level - 4A is a part of the two-quarter level 4 curriculum designed for students at the low-intermediate level in the English language. Students will acquire knowledge and demonstrate skills in speaking, listening, reading, writing, grammar, critical thinking, and technology to become college and career ready.

Hours: 3-15 Lecture.

## AESL 078—Integrated AESL - Level 4B (3-15 Credits)

**Prerequisite:** (AESL 075 with a minimum grade of C and AESL 076 with a minimum grade of C and Permission Code) or (CASAS Reading Score of 201 - 210 and CASAS Listening Score of 200 - 209 and Writing Sample Level 4 or higher and Permission Code)

Course Fee: \$1.00

**Description:** Integrated AESL Level - 4B is a part of the two-quarter level 4 curriculum designed for students at the low-intermediate level in the English language. Students will acquire knowledge and demonstrate skills in speaking, listening, reading, writing, grammar, critical thinking, and technology to become college and career ready.

Hours: 3-15 Lecture.

## AESL 081—Integrated AESL - Level 5A (3-15 Credits)

**Prerequisite:** (AESL 077 with a minimum grade of C and AESL 078 with a minimum grade of C and Permission Code) or (CASAS Reading Score of 211 - 220 and CASAS Listening Score of 210 - 218 and Writing Sample Level 5 or higher and Permission Code)

Course Fee: \$1.00

**Description:** Integrated AESL Level - 5A is a part of the two-quarter level 5 curriculum designed for students at the high-intermediate level in the English language. Students will acquire knowledge and demonstrate skills in speaking, listening, reading, writing, grammar, critical thinking, and technology to become college and career ready.

Hours: 3-15 Lecture.

## AESL 082—Integrated AESL - Level 5B (3-15 Credits)

**Prerequisite:** (AESL 077 with a minimum grade of C and AESL 078 with a minimum grade of C and Permission Code) or (CASAS Reading Score of 211 - 220 and CASAS Listening Score of 210 - 218 and Writing Sample Level 5 or higher and Permission Code)

Course Fee: \$1.00

**Description:** Integrated AESL Level - 5B is a part of the two-quarter level 5 curriculum designed for students at the high-intermediate level in the English language. Students will acquire knowledge and demonstrate skills in speaking, listening, reading, writing, grammar, critical thinking, and technology to become college and career ready.

Hours: 3-15 Lecture.

## AESL 083—Integrated AESL - Level 6A (3-15 Credits)

**Prerequisite:** (AESL 081 with a minimum grade of C and AESL 082 with a minimum grade of C and Permission Code) or (CASAS Reading Score of 221 to 235 and CASAS Listening Score of 219 to 227 and Writing Sample Level 6 or higher and Permission Code)

Course Fee: \$1.00

**Description:** Integrated AESL Level 6A is a part of the two-quarter level 6 curriculum designed for students at the advanced level in the English language. Students will acquire knowledge and demonstrate skills in listening, speaking, reading, writing, grammar, critical thinking, and technology to become college and career ready.

Hours: 3-15 Lecture.

## AESL 084—Integrated AESL - Level 6B (3-15 Credits)

**Prerequisite:** (AESL 081 with a minimum grade of C and AESL 082 with a minimum grade of C and Permission Code) or (CASAS Reading Score of 221 to 235 and CASAS Listening Score of 219 to 227 and Writing Sample Level 6 or higher and Permission Code)

Course Fee: \$1.00

**Description:** Integrated AESL Level 6B is a part of the two-quarter level 6 curriculum designed for students at the advanced level in the English language. Students will acquire knowledge and demonstrate skills in listening, speaking, reading, writing, grammar, critical thinking, and technology to become college and career ready. Hours: 3-15 Lecture.

## ANTH& 100—Survey of Anthropology (5 Credits)

**Recommended Preparation:** ENGL& 101/COL 101 strongly encouraged, either prior or concurrently. If you are not comfortable with writing, please consider taking WRITE 096 to support you in this class.

Course Fee: \$2.00

**Description:** (Formerly ANTHR-100) A survey of the subfields of physical anthropology, archaeology, anthropological linguistics and sociocultural anthropology through the examination of selected problems in human biological and cultural evolution. An introduction to the discipline of anthropology that asks what it means to be human. (Multicultural Course)  
Hours: 5 Lecture.

## ANTH& 204—Archaeology (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C or concurrent enrollment

Course Fee: \$5.00

**Description:** (Formerly ANTHR-205)  
Introduction to the study of the prehistory of humankind as revealed by material remains. Covers excavation techniques, analyzing and dating artifacts, and a survey of world prehistory from the beginning of culture to the appearance of writing.  
Hours: 5 Lecture.

## ANTH& 205—Biological Anthropology (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C (may be taken concurrently) or concurrent enrollment

Course Fee: \$5.00

**Description:** (Formerly ANTHR-201) Study of the origins and adaptations of the human species. An examination of the fossil record and living populations of monkeys, apes and humans.

Hours: 5 Lecture.

## ANTH& 206—Cultural Anthropology (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C or concurrent enrollment

Course Fee: \$5.00

**Description:** (Formerly ANTHR-202) An analysis of the social and cultural variation of humankind. Comparison of how various western and non-western peoples live. (Multicultural Course)  
Hours: 5 Lecture.

## ANTH& 207—Linguistic Anthropology (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C or concurrent enrollment

Course Fee: \$0.00

**Description:** (Formerly ANTHR-203)  
Introduction to linguistic methods and theories used within anthropology. Topics include the structure of language, anatomy and evolution of language, the relationship between language and culture, the study of language variation and of language change. The linguistic database in the course is both historical and cross-cultural. (Multicultural Course)  
Hours: 5 Lecture.



## ANTH& 210—Indians of North America (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C or concurrent enrollment

Course Fee: \$5.00

**Description:** (Formerly ANTHR-210) An examination of the diversity of cultures among the Indians of North America, this course is an ethnographic survey of Native American societies before European contact and includes discussion of contemporary issues. (Multicultural Course)

Hours: 5 Lecture.

## ANTH 220—Ethnographies of American Cultures (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C or concurrent enrollment and Completion of one of the following: ANTH& 100 or ANTH& 206 or ANTH& 207 or ANTH& 210 or SOC& 101

Course Fee: \$0.00

**Description:** (Formerly ANTHR-207) This course focuses on the diversity of cultural perspectives within the United States. In-depth examinations of two or more cultures will include exploring the ways in which people from minority cultural perspectives cope with some of the central ideals and expectations of the dominant culture. (Multicultural Course)

Hours: 5 Lecture.

## ANTH& 237—Human Osteology (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C (may be taken concurrently) or concurrent enrollment

**Recommended Preparation:** ANTH& 205 or BIOL& 100 or BIOL& 175.

Course Fee: \$0.00

**Description:** (Formerly ANTHR-280) An introduction to the comparative study of human and other mammalian skeletons as used for identification in forensic and biological anthropology. The course explores various methods of identifying human skeletons (from others) including bone form, age, sex, and state at death. Other topics include dental analyses, bone formation, and preservation.

Hours: 5 Lecture.

## ANTH& 245—Primatology (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C (may be taken concurrently) or concurrent enrollment

**Recommended Preparation:** ANTH& 205 or BIOL& 100.

Course Fee: \$0.00

**Description:** (Formerly ANTHR-270) Examines the origins and evolutionary trends of primates, from modern relationships to growth, development, and behavioral adaptations. Course also covers primate ecology and conservation. Uses lectures, multimedia, and readings to compare and contrast the major groups of non-human primates and consider their relationships to humans. Course will provide perspective on the status of endangered species with whom we may share a future as well as a past. Field trips included.

Hours: 5 Lecture.

## ANTH 299—Independent Study (1-5 Credits)

**Prerequisite:** ANTH& 100 with a minimum grade of B+ and Instructor permission and a written contract between the instructor, student and instructional administrator, describing the nature and method of the independent study.

Course Fee: \$0.00

**Description:** A variable credit (1-5) course based on independent study contracted between an instructor and a student. The independent study will provide students an opportunity to pursue an anthropological area of interest in depth beyond what regular courses can provide. The emphasis may be field research, scholarly research, or a combination.

Hours: 1-5 Lecture.

The following courses are designed for students who wish to explore one or more areas of art. They are beginning studio courses and have no prerequisites.

ART 102 Two-Dimensional Design  
ART 103 Three-Dimensional Design  
ART 105 Beginning Drawing  
ART 110 Beginning Graphic Design  
ART 131 Beginning Ceramics  
ART 140 Beginning Photography  
ART 147 Introduction to Digital Photography  
ART 150 Beginning Printmaking  
ART 156 Beginning Painting  
ART 172 Beginning Sculpture

Students who are interested in an art-related vocation should initially concentrate on basic design and drawing courses (ART 102, 103, 105). These form the foundation for the advanced art courses offered at TCC. Some of the courses listed in the catalog are offered on a limited basis once a year, every other year, etc. Contact the [Art Department](#) for help in planning your program. Students who plan to transfer should check the requirements of the college or university of their choice.

In painting, drawing and sculpture courses, the human form is a subject of study. The human model, sometimes in the nude, may be incorporated into these studies. Any student enrolled in one of these courses who may object, for whatever reason, to study of the nude model may arrange for optional studies with the instructor of that course.

*The college reserves the right to temporarily retain for exhibit or photographing any student work submitted for credit.*

## ART& 100—Art Appreciation (5 Credits)

Course Fee: \$10.00

**Description:** (Formerly ART-100) An introduction to understanding and appreciating the visual arts (fine arts, crafts, architecture, and new media) from a global perspective. Designed for non-art majors. A variety of learning approaches include lectures, slides, videos, guest artists, field trips, demonstrations, and hands-on participation. (Multicultural Course)  
Hours: 5 Lecture.

## ART 102—Two-Dimensional Design (5 Credits)

Course Fee: \$15.00

**Description:** The organization of visual elements (line, shape, texture, color) as applied in a variety of two-dimensional design media. Recommend prior to Graphic Design, Photography, and Painting classes. Performance/skills course.  
Hours: 4 Lecture. 1 Lab.

## ART 103—Three-Dimensional Design (5 Credits)

Course Fee: \$15.00

**Description:** Using a series of progressive projects, involving wood, wire, and paper, students will learn the basic elements and principles of design and apply them to three-dimensional space. Organization of visual design elements will be applied to a variety of construction processes to create aesthetically pleasing sculptural designs. Performance/skills course.

Hours: 4 Lecture. 1 Lab.

## ART 105—Beginning Drawing (5 Credits)

Course Fee: \$20.00

**Description:** Foundation in drawing from observation. Emphasis on composition, perspective, and form through various drawing techniques and media. Performance/skills course.

Hours: 4 Lecture. 1 Lab.

## ART 106—Advanced Drawing (5 Credits)

**Prerequisite:** ART 105

Course Fee: \$20.00

**Description:** Further development of drawing skills with emphasis on composition, new media, and visual communication concepts. Performance/skills course.

Hours: 4 Lecture. 1 Lab.

## ART 110—Beginning Graphic Design (5 Credits)

Course Fee: \$50.00

**Description:** An introduction to a visual structure concept using two-dimensional design. The beginning course will cover composition, color theory, typography and layout. Computer technology will be used to explore the use of these design elements as required for specific projects with traditional methods to communicate the practical design form. Performance/skills course.

Hours: 4 Lecture. 1 Lab.



## ART 111—Intermediate Graphic Design (5 Credits)

**Prerequisite:** ART 110

Course Fee: \$50.00

**Description:** An intermediate course furthering understanding of visual structure using concepts of two-dimensional design. This course will cover intermediate concepts in composition, color theory, typography and layout. Computer technology will be used to create design elements as required for specific projects with traditional methods to communicate the design form. Performance/skills course.

Hours: 4 Lecture. 1 Lab.

## ART 131—Beginning Ceramics (5 Credits)

**Recommended Preparation:** ART 102 and ART 103 and ART 105

Course Fee: \$50.00

**Description:** Introduction to creating ceramic forms using hand-building and wheel-throwing techniques. Student will learn the basic forming methods employed in making ceramic forms, and basic glazing and decorating techniques will be covered. Performance/skills course.

Hours: 4 Lecture. 1 Lab.

## ART 132—Intermediate Ceramics I (5 Credits)

**Prerequisite:** ART 131

**Recommended Preparation:** ART 102 and ART 103 and ART 105

Course Fee: \$50.00

**Description:** An intermediate course creating ceramic forms using hand-building and wheel-throwing techniques. Student will learn the intermediate forming methods employed in making ceramic forms, glazing and decorating techniques will be covered. Performance/skills course.

Hours: 4 Lecture. 1 Lab.

## ART 133—Intermediate Ceramics II (5 Credits)

**Prerequisite:** ART 132 and ART 102 or ART 103 or ART 105

**Recommended Preparation:** ART 102 and ART 103 and ART 105

Course Fee: \$50.00

**Description:** Further development of ceramic techniques: hand-built and/or wheel-thrown forming techniques, more advanced glazing and decorative techniques. Theory and practice in kiln loading and firing will be covered as part of ART-133. Performance/skills course.

Hours: 4 Lecture. 1 Lab.

## ART 146—Beginning Photography (5 Credits)

Course Fee: \$30.00

**Description:** Basic black & white photography. Includes 35mm camera operation, film developing, and printing. Attention to the creative process from the conception of the idea to the completion of the image, as well as the aesthetics of composition, lighting, and presentation. Assigned projects provide ample range for personal expression while being devoted to exploring photographic processes. A 35mmSLR type film camera is required and students will be required to purchase black and white film, photographic printing paper, along with additional supplies. Performance/skills course.

Hours: 4 Lecture. 1 Lab.

## ART 147—Introduction to Digital Photography (5 Credits)

Course Fee: \$50.00

**Description:** This course is designed to introduce students to the use of digital cameras, and the use of computers to create prints of images from their cameras. Students learn to use digital tools and techniques to create and manipulate visual images. Students need a digital camera, or film camera (35mm or medium format) capable of being operated in a manual exposure mode (Performance/skills course).

Hours: 4 Lecture. 1 Lab.

## ART 150—Beginning Printmaking (5 Credits)

Course Fee: \$20.00

**Description:** Studies in traditional and contemporary print processes including relief, etching, and lithographic methods. Historical and contemporary print developments serve as background material for technical application. Performance/skills course.

Hours: 4 Lecture. 1 Lab.

## ART 151—Advanced Printmaking (5 Credits)

**Prerequisite:** ART 150

Course Fee: \$20.00

**Description:** Expanding basic procedures learned in ART-150 with emphasis on new media, materials, and technique. A continuing study of historical and cultural roles of printmaking with attention to individual artistic contributions. (Performance/skills course)

Hours: 4 Lecture. 1 Lab.

## ART 156—Beginning Painting (5 Credits)

Course Fee: \$20.00

**Description:** Introductory course exploring the principles of representational painting, compositional aesthetics, and painting techniques. Lectures include introductions to new projects with examples of student work and art historical references. Demonstrations cover composition, perspective, color theory, and technique. Performance/skills course.

Hours: 4 Lecture. 1 Lab.

## ART 157—Intermediate Painting (5 Credits)

**Prerequisite:** ART 156

Course Fee: \$20.00

**Description:** Further investigation of painting techniques, color theory, composition, and representational painting from observation from Art 156, Beginning Painting. Content will be explored through a series of assignments which expand on art vocabulary/terminology, visual content, and symbolism. (Performance/skills course)

Hours: 4 Lecture. 1 Lab.

## ART 158—Advanced Painting (5 Credits)

**Prerequisite:** ART 157

Course Fee: \$20.00

**Description:** Further investigation of painting techniques, color, composition, and representation painting covered in Art 156/157, Beginning and Intermediate Painting. In addition, abstraction will be explored through mixed media. Content will be explored through a series of assignments which expand on visual concepts, media exploration, and self-expression. (Performance/skills course)

Hours: 4 Lecture. 1 Lab.

## ART 161—Life Studies: Figure Drawing (3 Credits)

Course Fee: \$20.00

**Description:** Drawing from the posed model, clothed and nude. Emphasis is on expressive composition, accurate proportion/foreshortening, and investigation of a variety of drawing media. (Performance/skills course)

Hours: 2 Lecture. 1 Lab.

## ART 172—Beginning Sculpture (5 Credits)

**Recommended Preparation:** ART 102 and ART 103 and ART 105

Course Fee: \$50.00

**Description:** A diversity of materials and creative processes will be explored to develop an expressive sculptural form, such as: assemblage, modeling, carving, and casting. Emphasis will focus on creativity, developing technical skills and conceptual themes. Assigned projects will enable students to develop expressive sculptural techniques and to learn the use of materials and tools in the making of sculpture. Performance/skills course.

Hours: 4 Lecture. 1 Lab.

## ART 173—Intermediate Sculpture I (5 Credits)

**Prerequisite:** ART 172

**Recommended Preparation:** ART 102 and ART 103 and ART 105

Course Fee: \$50.00

**Description:** A diversity of materials and technical processes to develop the sculptural form, such as: assemblage, modeling, carving, casting, and fabrication, will be examined. Emphasis will focus on developing conceptual themes. Assigned projects will enable students to develop fabrication techniques and to learn the use of materials in the making of sculpture. Further experience in sculpture design, materials, techniques, tools and approaches.(Performance/skills course)

Hours: 4 Lecture. 1 Lab.

## ART 174—Intermediate Sculpture II (5 Credits)

**Prerequisite:** ART 173

**Recommended Preparation:** ART 102 and ART 103 and ART 105

Course Fee: \$10.00

**Description:** Further experience in sculpture design, materials, techniques, tools and approaches.(Performance/skills course)

Hours: 4 Lecture. 1 Lab.

## ART 180—Art for Elementary Education (5 Credits)

**Prerequisite:**

Course Fee: \$10.00

**Description:** The course is designed for prospective K-6 educators as a lecture/workshop structured to provide students an opportunity to explore materials and techniques suitable for classroom use. Imaginative art experiences and the nature of creativity are stressed and linked to other disciplines. Includes planning and assessment components directed at art education.

Hours: 5 Lecture.

## ART 199—Gallery Viewing Lab (1 Credits)

**Prerequisite:**

**Recommended Preparation:** Recommended concurrent enrollment in any ART course, or any of these courses: HUM&101, HUM&116, HUM&117, or HUM&118.

Course Fee: \$10.00

**Description:** Recommended as a concurrent enrollment with any art class, or HUM&-101, 116, 117, 118. ART-199 supplements these mentioned courses and is designed as a "viewing lab" where students can develop their visual vocabulary, sharpen their critical thinking skills, and apply the concepts taught in Art and Humanities classes. Students will visit local galleries and museums, attend or view lectures, and write a series of short reports. May be taken a total of three times. Graded S/U. Note: This class is a self-paced field experience course. Two meetings with instructor are required: Meeting #1 in the first two weeks of the quarter; Meeting #2 at mid-quarter. These meetings are part of the final grade. Call 253.460.4306 with any questions.

## ART 201—History of Western Art: Ancient (5 Credits)

**Prerequisite:** ENGL/ 095 with a minimum grade of C or equivalent

Course Fee: \$10.00

**Description:** An introductory survey of Western art's foundation and early development. Art and architecture are covered from Prehistoric times through the ancient Middle East, Egyptian, Aegean, Greek, Etruscan, Roman, Early Christian, and Byzantine periods. Emphasis is given to historical and cultural contexts.

Hours: 5 Lecture.

## ART 202—History of Western Art: Medieval & Renaissance (5 Credits)

**Prerequisite:** ENGL/ 095 with a minimum grade of C or equivalent

Course Fee: \$10.00

**Description:** An introductory survey of Western art from approximately 400-1600 AD. From the Late Antique world's legacy, painting, sculpture, architecture, and crafts are covered from Germanic and Celtic tribes through the Carolingians and Medieval Romanesque and Gothic periods, on to Italian and Northern Renaissance art, and ending with the Mannerists. Hours: 5 Lecture.

## ART 203—History of Western Art: Baroque through Modern (5 Credits)

**Prerequisite:** ENGL/ 095 with a minimum grade of C or equivalent

Course Fee: \$10.00

**Description:** An overview of the influences on, and development of, Western art, architecture, and craft from 1600 AD to the present. Follows Baroque and Rococo through the French Revolution to the emergence of Neoclassicism, Romanticism, Realism, Impressionism, and Post-Impressionism. Twentieth-century and later art is studied in the context of global diversity. Hours: 5 Lecture.

## ART 210—Color and Design (5 Credits)

**Prerequisite:** ART 102

Course Fee: \$20.00

**Description:** Exploration of color theory for advanced studies in two-dimensional media. Emphasis will be on analysis in regard to color perception, color relationships, and the use of color in historical art works.(Performance/skills course)

Hours: 4 Lecture. 1 Lab.

## ART 217—Jewelry: Construction (2 Credits)

Course Fee: \$20.00

**Description:** Bezel setting: setting a round-cut stone within an enclosed metal mounting.

Hours: 2 Lecture.

## ART 217—Jewelry: Construction (2 Credits)

Course Fee: \$0.00

**Description:** Bezel setting: setting a round-cut stone within an enclosed metal mounting.

Hours: 2 Lecture.

## ART 218—Jewelry: Casting (2 Credits)

Course Fee: \$20.00

**Description:** Free-form mountings (other than bezel and prong settings) of stones, pearls, etc. in cast jewelry forms.

Hours: 2 Lecture.

## ART 218—Jewelry: Casting (2 Credits)

Course Fee: \$0.00

**Description:** Free-form mountings (other than bezel and prong settings) of stones, pearls, etc. in cast jewelry forms.

Hours: 2 Lecture.

## ART 231—Low-fire Ceramics (5 Credits)

**Prerequisite:** ART 133 and ART 102 or ART 103 or ART 105 or instructor permission.

Course Fee: \$50.00

**Description:** Students will explore the possibilities available in low-fire ceramics. Traditional forms such as Majolica and burnished earthenware will be used as well as nontraditional styles. The ART 230 series is taught as a series of ceramic design courses offering experience in both hand-building and throwing on the wheel in a sequence of increasing involvement and difficulty. Art 231, 232, and 233 are not sequential and may be taken in any order. Performance/Skills course.

Hours: 4 Lecture. 1 Lab.

## ART 232—Surface Embellishment and Form Alteration (5 Credits)

**Prerequisite:** ART 133 and ART 102 or ART 103 or ART 105 or instructor permission.

Course Fee: \$50.00

**Description:** Course work will concentrate on the alteration of forms and the various techniques for surface textures. The student should be competent in the ability to make basic shapes to use on the techniques assigned. The ART-230 series is taught as a series of ceramic design courses offering experience in both hand-building and throwing on the wheel in a sequence of increasing involvement and difficulty. Art 231, 232, and 233 are not sequential and may be taken in any order. Performance/skills course.

Hours: 4 Lecture. 1 Lab.

## ART 233—Ceramics Master Study (5 Credits)

**Prerequisite:** ART 133 and ART 102 or ART 103 or ART 105 or instructor permission.

Course Fee: \$50.00

**Description:** In this course, each student will research an artist or a type or style of ceramics, and from that research attempt to make replicas of that work. After the initial series of works, the student will use the research work to create a new direction using the masterwork as a starting point. Art 231, 232, and 233 are not sequential and may be taken in any order. (Performance/skills course)

Hours: 4 Lecture. 1 Lab.

## ART 246—Intermediate Photography (5 Credits)

**Prerequisite:** ART 146 or instructor permission  
Course Fee: \$30.00

**Description:** Second quarter of black & white photography with emphasis on seeing, composition, presentation and advanced techniques. Refinements of camera and metering operation, development and printing techniques, darkroom manipulation, toning, coloring and alternative processes. Students must have an adjustable 35mm SLR camera and must provide film, printing paper and other supplies. (Performance/skills course)

Hours: 4 Lecture. 1 Lab.

## ART 247—Intermediate Digital Photography (5 Credits)

**Prerequisite:** ART 147 with a minimum grade of C

Course Fee: \$50.00

**Description:** This course will provide students with intermediate instruction in the use of digital and/or film cameras, and the use of computers to create prints of captured images from their images. Students learn to use digital tools and techniques to create and manipulate visual images. Students need a digital camera or film camera (35mm or medium format) capable of being operated in a manual exposure mode (performance/skills course).

Hours: 4 Lecture. 1 Lab.

## ART 272—Sculpture: Modeling, Moldmaking and Casting (5 Credits)

**Prerequisite:** ART 174

**Recommended Preparation:** ART 102 and ART 103 and ART 105

Course Fee: \$50.00

**Description:** Basic experience in direct modeling, assemblage and found objects and mold construction of these objects. Various traditional and non-traditional casting mediums will be explored. Developing conceptual themes for art, as well as learning technical skills and processes, will be emphasized. (Performance/skills course)

Hours: 4 Lecture. 1 Lab.

## ART 273—Sculpture: Carving of Stone, Wood, and Plaster (5 Credits)

**Prerequisite:** ART 174

**Recommended Preparation:** ART 102 and ART 103 and ART 105

Course Fee: \$50.00

**Description:** Introduction to power tools, hand tools, techniques, and materials used in the carving of wood, stone, plaster and cement to create sculptural forms. Design and craftsmanship will be emphasized.(Performance/skills course)

Hours: 4 Lecture. 1 Lab.

## ART 274—Sculpture: Fabrication Techniques of wood and metal. (5 Credits)

**Prerequisite:** ART 174

**Recommended Preparation:** ART 102 and ART 103 and ART 105

Course Fee: \$50.00

**Description:** Introduction to building abstract sculptural forms through the use of a variety of materials, techniques and fabrication processes. Joinery, assemblage, welding and other processes where materials are joined will be covered. Emphasis will focus on technical skills and developing conceptual themes for your projects.(Performance/skills course)

Hours: 4 Lecture. 1 Lab.

## ART 275—Sculpture: Metal Casting: Iron, Bronze, and Aluminum (5 Credits)

**Prerequisite:** ART 174

**Recommended Preparation:** ART 102 and ART 103 and ART 105

Course Fee: \$50.00

**Description:** Emphasis on pattern fabrication, wax manipulation, model and mold making, and foundry procedures for casting metals through piece-molds and the lost-wax method. Projects will help develop expressive conceptual themes while examining certain technical foundry processes. (Performance/skills course)

Hours: 4 Lecture. 1 Lab.

## ART 296—Special Projects in Art (2 Credits)

**Prerequisite:** Instructor permission

Course Fee: \$0.00

**Description:** This course involves special group efforts which grow out of departmental need or artistic opportunity. The course will be offered as each art project is identified. The number of participants would be limited by the nature of the project, and involvement would be subject to the applicant's background coursework and the instructor's approval. Performance/skills course.

Hours: 1 Lecture. 1 Lab.

## ART 297—Folio Preparation (2 Credits)

**Prerequisite:** Students must claim their intent to major in art and must have completed two of the three following courses: ART 102 or ART 103 or ART 105 and Instructor permission

Course Fee: \$5.00

**Description:** Students will prepare a portfolio for application to a transfer institution. Students will be advised regarding their selections of samples, revisions and skill areas that need further attention. Students will learn to photograph samples, mat and frame appropriate pieces, develop directed projects to improve the overall quality and finalize a professional portfolio.

Hours: 2 Lecture.



## ART 299—Special Problems in Art (1-5 Credits)

**Prerequisite:** Prerequisite to registration for any 299 class is the satisfactory completion of the entire course sequence offered by the department in that particular medium. Example: 299C, Advanced Problems in Drawing, has a prerequisite of ART-105 and 106.

Course Fee: \$10.00

**Description:** These courses are an extension of existing course sequences and are subject to the same fees as the individual courses within the sequence chosen. All 299 classes require permission of the instructor. 299A Ceramics; 299B Design; 299C Drawing; 299D Figure Drawing; 299E Painting; 299F Photography; 299G Printmaking; 299H Sculpture; 299I Watercolor; 299J Digital Photography; 299K Graphic Design. Hours: 1-5 Lecture.

## ASTR& 110—The Solar System (5 Credits)

Course Fee: \$8.00

**Description:** Study of the structure and composition of the Solar System. Topics discussed include the history of Astronomy, the appearance of the nighttime sky, orbital motion, gravity, the nature of light, theories of Solar System formation, and the characteristics of the planets, moons, asteroids, and comets that inhabit the Solar System. Laboratory included. Hours: 4 Lecture. 1 Lab.

## ASTR& 115—Stars, Galaxies and the Cosmos (5 Credits)

Course Fee: \$8.00

**Description:** Study of the structure and composition of the universe including stars and galaxies. Topics discussed include the theories of the formation of stars, galaxies, and the universe; the nature of light and telescopes; the characteristics of the Sun; the cycle of star formation, life and death; the types of stars and galaxies; and the application of physical principles to making astronomical measurements. Laboratory included. Hours: 4 Lecture. 1 Lab.

BIOL 125, BIOL 140, BIOL& 175, BOT 101, ENVS& 101, NUTR& 101 or SCI 105.

Students interested in majoring in biology or related disciplines should work toward either an Associate of Science degree with a Biology Specialization or an Associate of Arts in Biology. An academic advisor should be consulted to determine the appropriate courses for your degree goal.

## BIOL& 100—Survey of Biology (5 Credits)

**Recommended Preparation:** Proficiency in Algebra.

Course Fee: \$22.00

**Description:** An introduction to biological principles. Topics include: scientific method; scientific literacy; basic cellular anatomy and biochemical processes; evolution and genetics; diversity of life; and ecology and environmental issues. Laboratory included.

Hours: 4 Lecture. 1 Lab.

## BIOL 105—Fossils and the History of Life (5 Credits)

**Recommended Preparation:** Proficiency in Algebra.

Course Fee: \$22.00

**Description:** Introduction to the geological and biological processes and events that generated the amazing record of life on earth. Topics include plate tectonics, rocks, fossilization processes, principles of evolution, and a survey of the history of life. Lab includes studying rock and fossil specimens and involves field trips. This course is the same as GEOL-108. Students may receive credit for either BIOL-105 or GEOL-108, but not both.

Hours: 4 Lecture. 1 Lab.

Students seeking courses for general interest or natural sciences distribution requirements should consider the following non-major courses: BIOL& 100, BIOL 105,

## BIOL 125—Biology in the Field (5-12 Credits)

**Recommended Preparation:** Proficiency in Algebra.

Course Fee: \$19.00

**Description:** An intensive introductory course covering the fundamental principles governing biological assemblages from the species level to communities, as exemplified by the different ecosystems found in the Pacific Northwest. Laboratory activities include learning select biological field methods. Extended field trip(s) required; exact itinerary varies quarterly. Hours: 3-8 Lecture. 2-4 Lab.

## BIOL 140—Marine Biology (5 Credits)

**Recommended Preparation:** Proficiency in Algebra.

Course Fee: \$22.00

**Description:** Introductory marine biology designed for non-majors. Learn how marine organisms are categorized, about their habitats, how they survive, their ecological relationships, and environmental concerns. Laboratories and field trips included. Hours: 4 Lecture. 1 Lab.

## BIOL& 160—General Cell Biology (5 Credits)

**Recommended Preparation:** Proficiency in Algebra.

Course Fee: \$22.00

**Description:** (Formerly BIOL-111) An introductory cell biology course for students preparing for health professions. Major concepts of cell biology will be introduced, including the chemistry of life, the structure, reproduction, and metabolism of cells, genetics, and evolutionary biology. Lab included. Recent high school chemistry or introductory-level college chemistry is recommended before taking this course. Hours: 4 Lecture. 1 Lab.

## BIOL& 175—Human Biology w/ Lab (5 Credits)

**Recommended Preparation:** Proficiency in Algebra.

Course Fee: \$22.00

**Description:** (Formerly BIOL-118) This course is a one-quarter class of human anatomy and physiology. This course offers a brief overview of the human body for the non-science major. It covers some basics of chemistry and cells and then outlines all the major systems of the human body. Laboratory included. Hours: 4 Lecture. 1 Lab.

## BIOL 179—Special Topics in Biology (2 Credits)

**Recommended Preparation:** Proficiency in Algebra.

Course Fee: \$

**Description:** This topic course will explore one varying topic in biology. The specific biological topic will be explored using a variety of methods which may include lectures, discussions, seminars, research projects, field work, laboratory work, or all-day to overnight field trips. Example topics include: genetics, conservation biology, the history of life, or other current topics in biology. Hours: 2 Lecture. 0 Lab.

## BIOL& 221—Introduction to Evolution, Ecology and Biodiversity (5 Credits)

**Prerequisite:** CHEM& 161 with a minimum grade of C (may be taken concurrently) and BIOL& 160 with a minimum grade of C  
Course Fee: \$27.00

**Description:** (Formerly BIOL-210) Introduction to the evolutionary and ecological processes involved in the generation of our planet's biodiversity, including review of patterns and processes that influence the origin, evolution, distribution and abundance of living things. First of a three quarter sequence (BIOL&-221, 222, 223) designed for science majors. Laboratory included. Hours: 4 Lecture. 1 Lab.



## BIOL& 222—Introduction to Cellular and Molecular Biology (5 Credits)

**Prerequisite:** CHEM& 161 with a minimum grade of C and BIOL& 221 with a minimum grade of C

Course Fee: \$27.00

**Description:** (Formerly BIOL-211) Introduction to the structures and functions of biological molecules; anatomy of prokaryotic and eukaryotic cells; cell metabolism and metabolic diversity; molecular genetics and genomics. Laboratory included.

Hours: 4 Lecture. 1 Lab.

## BIOL& 223—Introduction to the Biology of Organisms (5 Credits)

**Prerequisite:** BIOL& 222 with a minimum grade of C and CHEM& 162 with a minimum grade of C

Course Fee: \$27.00

**Description:** (Formerly BIOL-212) Introduction to the structures and functions of eukaryotic organisms with particular attention to animal and plant anatomy, physiology, and development. Laboratory included.

Hours: 4 Lecture. 1 Lab.

## BIOL& 241—Human Anatomy and Physiology 1 (5 Credits)

**Prerequisite:** BIOL& 160 with a minimum grade of C and (CHEM& 121 with a minimum grade of C or CHEM& 140 with a minimum grade of C)

Course Fee: \$30.00

**Description:** (Formerly BIOL-220) The first quarter of a standard two quarter sequence in human anatomy and physiology. The course reviews basic molecular and cell biology. New material covers histology, the integumentary system, the skeletal system, the muscular system, the nervous system and the special senses. Laboratory sessions include the study of microscopy, histology, anatomical models, preserved bones and human cadavers.

Hours: 4 Lecture. 1 Lab.

## BIOL& 242—Human Anatomy and Physiology 2 (5 Credits)

**Prerequisite:** BIOL& 241 with a minimum grade of C

Course Fee: \$30.00

**Description:** (Formerly BIOL-221) The second quarter of a standard two quarter sequence in human anatomy and physiology. The course will examine the endocrine system, blood, the cardiovascular system, the lymphatic system, the immune system, the respiratory system, the digestive system, the urinary system, and the reproductive system. Laboratory sessions include the study of histology, anatomical models, and the human cadaver.

Hours: 4 Lecture. 1 Lab.

## BIOL 243—Current Advances in Human Anatomy and Physiology (5 Credits)

**Prerequisite:** BIOL& 242 with a minimum grade of C or BIOL& 223 with a minimum grade of C

Course Fee: \$

**Description:** An optional third quarter of human anatomy and physiology. This class will examine human biology through the in-depth exploration of selected disease processes and the analysis of current scientific advances related to their diagnosis and treatment. Students will review the major organ systems and examine homeostatic feedback loops, anatomical and physiological relationships between the different systems, and the relationship between anatomy and physiology in selected body structures from an evidence-based perspective. Laboratory sessions include histology, study of anatomy using models and the human cadaver, and physiology experiments.

Hours: 4 Lecture. 1 Lab.

## BIOL& 260—General Microbiology (5 Credits)

**Prerequisite:** CHEM& 121 with a minimum grade of C (or higher level chemistry course with a minimum grade of C) and (BIOL& 160 with a minimum grade of C or BIOL& 222 with a minimum grade of C)

**Recommended Preparation:** CHEM& 131  
Course Fee: \$27.00

**Description:** (Formerly BIOL-201) An introduction to the study of microbiology including microbial structures, metabolism, genetics, classification, pathogenesis, and host defense. The emphasis is on human bacterial and viral pathogens. Laboratory included.  
Hours: 4 Lecture. 1 Lab.

## BIOL 280—Human Cadaver Prosection (2 Credits)

**Prerequisite:** BIOL& 241 with a minimum grade of C and instructor recommendation and instructor permission.

Course Fee: \$

**Description:** (Formerly BIOL-260) This is a two-credit laboratory dissection course. Students will dissect a human cadaver to include removal of skin and superficial fascia, isolation of selected muscles, and opening of thoracic and abdomino-pelvic cavities. Students will also participate in the annual Surgical Demonstration event and present selected surgical procedures to the public.

Hours: 0 Lecture. 2 Lab.

## BIOL 294—Biology Research (1-5 Credits)

**Prerequisite:** BIOL& 221 with a minimum grade of C or equivalent or BIOL& 222 with a minimum grade of C or equivalent or BIOL& 242 with a minimum grade of C or equivalent or BIOL& 260 with a minimum grade of C

Course Fee: \$0.00

**Description:** Students will work as part of a research team on a specific research project for the quarter. The course will involve either laboratory or field study depending on the project, evaluation of primary research papers relevant to the project, and presentation of project results.

Hours: 1-5 Lab.

## BOT 101—General Botany (5 Credits)

**Recommended Preparation:** Proficiency in Algebra.

Course Fee: \$22.00

**Description:** Presents basic concepts of plant biology to non-science majors including plant characteristics, biodiversity, growth, reproduction, and ecology. Students discuss current topics in agriculture, horticulture, medicine, ethnobotany, biotechnology, ecology, conservation, and environmental issues. Labs include lab experiments, greenhouse projects, field trips, and habitat restoration work in the TCC Nature Area.

Hours: 4 Lecture. 1 Lab.

## BOT 179—Special Topics in Botany (2 Credits)

**Recommended Preparation:** Proficiency in Algebra.

Course Fee: \$

**Description:** This course will explore various topics in plant biology using a variety of methods, including seminars, laboratory experiments, lectures, research projects, presentations, field work, and all-day or overnight field trips depending on the quarter offered. Topics will vary by quarter. A course may include topics such as ethnobotany, plant taxonomy, etc.

Hours: 2 Lecture.

## BUS& 101—Introduction to Business (5 Credits)

**Prerequisite:** Completion of the English Directed Self Placement Tool or appropriate placement.

Course Fee: \$5.00

**Description:** (Formerly BUS-101) This survey course is intended for both business and non-business majors. Students will study profit and not-for-profit organizations through the exploration of topics such as the role of business, entrepreneurship, global business, management, ethics and social responsibility, marketing, accounting and finance, and managing processes and operations. This class counts as a social science distribution.

Hours: 5 Lecture.

## BUS 102—Customer Service (2 Credits)

Course Fee: \$5.00

**Description:** Students will learn the skills necessary to provide quality customer service of the 21st century in any workplace environment. The course will focus on improving verbal, non-verbal, and listening skills; adopting a positive attitude; using effective techniques for handling difficult customers; recognizing ethical behavior and decisions; practicing professional communication etiquette and understanding the multicultural aspects of customer service in the global marketplace.

Hours: 2 Lecture.

## BUS 110—Business Math (5 Credits)

**Prerequisite:** Completion of the Math Directed Self Placement Tool or MATH 085 with a minimum grade of C or ABE 085 with a minimum grade of C

Course Fee: \$65.00

**Description:** This course is a review of mathematical computations using fractions, decimals, percentages, and proportions as well as introductory algebra. The focus is on their application to personal finance and business situations with the emphasis on decision-making and problem-solving. Topics may include credit cards, bank reconciliation, foreign currency exchange, discounts, taxes, payroll, installment buying, mortgages, depreciation, and interest.

Hours: 5 Lecture.

## BUS 140—Marketing and Business Development (5 Credits)

**Prerequisite:** Completion of the English Directed Self Placement Tool or appropriate placement.

Course Fee: \$

**Description:** Examines marketing fundamentals and their impact on business and society. Students will study the concepts of consumer needs, demand management, customer behavior, strategies in product development, promotion, advertising, sales and distribution systems.

Hours: 5 Lecture.

## BUS 150—Global Business (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C (may be taken concurrently).

Course Fee: \$0.00

**Description:** This course examines international business topics including globalization and the outsourcing of jobs; differences in cultures and political, economic, legal, and social systems; international ethics; the international monetary system; multinational corporations; methods of entering offshore markets; global production, logistics and marketing; and international trade organizations. (Multicultural & Writing Intensive Course)

Hours: 5 Lecture.

## BUS 160—Small Business Entrepreneurship (5 Credits)

**Prerequisite:** Completion of the English Directed Self Placement Tool or appropriate placement.

Course Fee: \$

**Description:** A practical course concentrating on successfully launching and managing a small business, achieving optimum benefits from limited resources, planning for growth and succession, and developing skills, qualities, and traits that complement entrepreneurial behavior. Students will write a business plan that supports their future entrepreneurial efforts.

Hours: 5 Lecture.

## BUS 163—Management Principles and Organizational Systems (5 Credits)

**Prerequisite:** Completion of the English Directed Self Placement Tool or appropriate placement.

Course Fee: \$5.00

**Description:** Basic theory and common terms of management. Course examines what management is, who managers are, what they do, how they differ from non-managers, and how management contributes to an organization's success.

Hours: 5 Lecture.

## BUS 164—Leadership and Human Relations (5 Credits)

**Prerequisite:** Completion of the English Directed Self Placement Tool or appropriate placement.

Course Fee: \$5.00

**Description:** Applies human relations skills to the work world. Focuses on interpersonal leadership skills that can maximize cooperation, flexibility, sensitivity and teamwork among workers. Students examine how attitudes, values, needs and communication styles affect relationships at work. Small-group projects will practice leadership skills and evaluate individual interpersonal competence.

Hours: 5 Lecture.

## BUS 165—Human Resource Management (3 Credits)

**Prerequisite:** Completion of the English Directed Self Placement Tool or appropriate placement.

Course Fee: \$3.00

**Description:** Explores how organizations obtain, retain, and effectively utilize human resources. Topics include workplace diversity, forming quality work teams, equal opportunity, work analysis, staffing, training and development, performance appraisals, compensation, union/management relations, and grievance procedures.

Hours: 3 Lecture.

## BUS& 201—Business Law (5 Credits)

**Prerequisite:**

Course Fee: \$5.00

**Description:** (Formerly BUS-200) An introduction to the American legal system and the functions of law in a business environment; legal reasoning and the process of resolving disputes in society; a preliminary analysis of contractual arrangements and business association in the business community.

Hours: 5 Lecture.

## BUS 232—Introduction to Project Management (5 Credits)

**Prerequisite:** CU 105 with a minimum grade of C or equivalent

**Recommended Preparation:** CU 100 with a minimum grade of C

Course Fee: \$0.00

**Description:** This course will introduce students to the fundamentals of project management including understanding a project's life cycle, setting priorities and expectations, controlling expenses and reporting results. Students will examine the various roles, environments and techniques of planning, evaluation, and control.

Hours: 5 Lecture.

## BUS 256—Statistical Analysis (5 Credits)

**Prerequisite:** Completion of the Math Directed Self Placement Tool or MATH 085 with a minimum grade of C or ABE 085 with a minimum grade of C

Course Fee: \$5.00

**Description:** Statistical techniques to be used in guiding business decisions. Introduction to descriptive techniques, probability, estimation, hypothesis testing, regression, correlation and related concepts.

Hours: 5 Lecture.

## BUS 257—Social Media for Business (3 Credits)

**Prerequisite:** CU 105 with a minimum grade of C or Program Chair permission.

**Recommended Preparation:** CU 101

Course Fee: \$12.45

**Description:** This course is designed to provide students with foundational skills to use social media tools and strategies so that they can immediately apply them in the workplace.

Hours: 3 Lecture.

## BUS 260—Small Business Operations (5 Credits)

**Prerequisite:** Completion of the English Directed Self Placement Tool or appropriate placement.

Course Fee: \$5.00

**Description:** Students will acquire key skills and knowledge focused on small business administration, customer relations, marketing and sales, technology utilization, and leading a small organization. The course is a balance between acquiring topic knowledge and gaining key supporting skills through in-class practice and demonstration. Furthermore, student learning is enhanced through teamwork and interacting with the local business community.

Hours: 5 Lecture.

## BUS 280—Career Readiness Skills (2 Credits)

Course Fee: \$5.00

**Description:** This course covers employment search skills and the employee skills needed to be successful on the job. It is recommended preparation for internships: ACCT-290, BUS-290, and IT-290.

Hours: 2 Lecture.

## BUS 290—Work Internship (5 Credits)

**Prerequisite:** Program Chair permission.

Course Fee: \$10.00

**Description:** During one quarter of the sophomore year, students may receive college credits for hands-on work experience and training in a private - or public - sector organization.

## BUS 295—Entrepreneurial & Innovative Mindset (5 Credits)

**Recommended Preparation:** ENGL& 101 with a minimum grade of C and BUS 160 with a minimum grade of C

Course Fee: \$0.00

**Description:** This course is for students who want to learn more about innovation, entrepreneurship and launching a venture. The class will introduce the principles of an entrepreneurial mindset. The characteristics of the entrepreneurial mindset will be dissected and applied to the student's own entrepreneurial potential. Additionally, students will examine needed technical skills including business, finance, marketing, legal issues, and social media.

Hours: 5 Lecture.

## BUS 299—Independent Study (1-10 Credits)

**Prerequisite:** Program Chair Permission.

Course Fee: \$

**Description:** Study on an individual basis.

Hours: 1-10 Lecture.

## BUS 300—Foundations of Management Theory and Practice (3 Credits)

**Prerequisite:** Acceptance into AM BAS

**Corequisite:** LS 301

Course Fee: \$96.00

**Description:** This course covers a broad overview of the foundations of management and leadership from a theoretical and practical perspective. It focuses on integrating theory into higher level critical thinking allowing students to apply theory to real world business problems. Topics will include terminology, strategies and techniques to manage and lead, leadership, motivation, team building, change, group dynamics, power and conflict.

Hours: 3 Lecture.

## BUS 310—Organizational and Interpersonal Behavior (5 Credits)

**Prerequisite:** Acceptance into AM BAS.

Course Fee: \$5.00

**Description:** This course covers managing relationships within an organization. It relates theory and research to organizational problems by reviewing advanced concepts in motivation and perception, leadership, decision-making, communication and influence, group behavior, conflict and cooperation, politics, corporate culture, organizational structure and environmental influences. Students will gain practical experience in managing teams, resolving conflict, and building professional and effective relationships.

Hours: 5 Lecture.

## BUS 320—Managerial Accounting (5 Credits)

**Prerequisite:** BUS 300 with a minimum grade of C and MATH 136 with a minimum grade of C or MATH& 146 with a minimum grade of C or BUS 256 and CU 203 with a minimum grade of B or Microsoft Office Specialist Excel Core Level (current version) certification.

Course Fee: \$84.00

**Description:** This course covers the basic principles of financial and managerial accounting, including analyzing balance sheets, income statements, cash flow statements, financial analysis, and budgetary control systems. Students also will gain skills in reporting, planning, coordinating, and monitoring the performance of an organization.

Hours: 5 Lecture.

## BUS 330—Legal Environments in Business (5 Credits)

**Prerequisite:** BUS& 201 with a minimum grade of C and BUS 300 with a minimum grade of C  
Course Fee: \$5.00

**Description:** This course covers the state and federal laws that affect management behavior and organizational practices, including contracts, business organizations, employment law, product liability, safety issues, and environmental regulations. The focus will be placed on how to manage employees and other relationships legally and ethically. Emphasis will be placed in preventative law as well as strategies to resolve workplace conflict without litigation.

Hours: 5 Lecture.

## BUS 340—Financial Management (5 Credits)

**Prerequisite:** BUS 320 with a minimum grade of C

Course Fee: \$83.00

**Description:** This course covers financial management principles with a focus on corporations and the concepts associated with allocation of scarce resources across assets over time. Students will learn how managers interface with accounting and finance departments, meet financial objectives, and make decisions. Students will utilize spreadsheets and other analytical methods to study issues and problems related to corporate finance. Topics will include sources and sequencing of financing as a business develops, assessing and forecasting, managing short and long term capital needs, and evaluating the financial plan in relationship to the stated business plan.

Hours: 5 Lecture.



## BUS 350—Fundamentals of Project Management (5 Credits)

**Prerequisite:** BUS 300 with a minimum grade of C

Course Fee: \$5.00

**Description:** This course covers project management methods and delves into topics covered in the Comptia study guide. This course will prepare students to manage projects from start to finish within any organizational structure. The course features practice in each of the project phases as students learn how to strategically apply project management tools and techniques to help organizations achieve their goals.

Hours: 5 Lecture.

## BUS 360—Fundamentals of Human Resources Management (5 Credits)

**Prerequisite:** BUS 300 with a minimum grade of C

Course Fee: \$5.00

**Description:** This course provides the tools to create a highly skilled and diversified workforce by implementing effective strategies and best practices for planning, recruiting, selecting and maintaining within the scope of organizational goals. Special emphasis will be placed on creating a diversified workforce within an ethical and inclusive organization.

Hours: 5 Lecture.

## BUS 399—AM BAS Independent Study (1-5 Credits)

**Prerequisite:** BUS 300 with a minimum grade of C and LS 301 with a minimum grade of C

Course Fee: \$

**Description:** Variable credit (1-5 credits) independent study course for Applied Management BAS students only. Eligible students work with a professor to create learning objectives relevant to the student's business career focus and interests.

Hours: 1-5 Lecture.

## BUS 400—Economics for Managers (5 Credits)

**Prerequisite:** BUS 300 with a minimum grade of C and MATH 136 with a minimum grade of C or MATH& 146 with a minimum grade of C or BUS 256 with a minimum grade of C

Course Fee: \$5.00

**Description:** This course covers issues in microeconomics, macroeconomics, and global economics. Topics include allocation of resources, economic systems, economic institutions and incentives, market structures and prices, and productivity. This course also includes issues related to the global marketplace and globalization, aggregate supply and demand, and governmental policy towards business.

Hours: 5 Lecture.

## BUS 410—Operations and Logistics (5 Credits)

**Prerequisite:** BUS 300 with a minimum grade of C and BUS 320 with a minimum grade of C

Course Fee: \$5.00

**Description:** This course covers the concepts related to the physical movement and storage of goods, such as raw materials, semi-finished and finished goods, and associated managerial activities that are important for effective control. Students will apply the concepts of total quality Management (TQM), Just in Time (JIT), forecasting, inventory theory and supply chain management. This course will also cover the importance of interrelationships between logistics, production, marketing, financial management, and quality control.

Hours: 5 Lecture.

## BUS 420—Digital and Social Media Management (5 Credits)

**Prerequisite:** BUS 330 with a minimum grade of C

Course Fee: \$5.00

**Description:** This course covers the connection between business objectives and social media strategy, platforms, and tactics. The primary focus of this course, is to understand how marketing activities can be implemented online and via social media to reach target customers and strategic objectives.

Hours: 5 Lecture.

## BUS 430—Business Strategy and Sustainability (5 Credits)

**Prerequisite:** BUS 300 with a minimum grade of C and BUS 330 with a minimum grade of C

**Recommended Preparation:** ENVS& 101 with a minimum grade of C

Course Fee: \$45.00

**Description:** This course covers an overview of business strategy concepts, tools, and techniques to build and operate a sustainable organization. The course will integrate sustainable development and environmentalism concepts with business management strategy to achieve corporate social responsibility. Students will learn about the ecological and economic benefits of sustainability and 'green' practices.  
Hours: 5 Lecture.

## BUS 441—Intermediate Project Management (5 Credits)

**Prerequisite:** BUS 350 with a minimum grade of C

Course Fee: \$50.00

**Description:** This course covers the behavioral and technical aspects of managing projects. The course will explore various approaches for effectively managing team dynamics, project planning, monitoring, and controlling activities. Students gain insight into project leadership and team management. The goal is to prepare students with the necessary knowledge related to effective project team management as well as project cost, quality, and performance in order to satisfy the business objectives and successfully manage the implementation of a project. Project management software will be used to support the implementation of a project. Students will prepare a project plan at an intermediate level of difficulty.  
Hours: 5 Lecture.

## BUS 442—Intermediate Human Resource Management (5 Credits)

**Prerequisite:** BUS 360 with a minimum grade of C

Course Fee: \$5.00

**Description:** This course focuses on enlarging the competencies of a workforce through training and professional development using adult learning theories and best practices for training. The course also covers compensation and benefit systems using a Total Rewards approach integrating tangible and intangible rewards.

Hours: 5 Lecture.

## BUS 443—Entrepreneurial Leadership (5 Credits)

**Prerequisite:** BUS 300 with a minimum grade of C and BUS 330 with a minimum grade of C

Course Fee: \$15.00

**Description:** This course covers the foundational knowledge and competencies involved in leading and developing entrepreneurial ventures. Both socially-conscious and profit enterprises are researched and explained with an analysis comparing and contrasting these similar, yet different businesses. Students also define problems that each type of venture solves and how the solution supports local, regional, and even global communities.

Hours: 5 Lecture.



## BUS 451—Advanced Project Management (5 Credits)

**Prerequisite:** BUS 441 with a minimum grade of C

Course Fee: \$50.00

**Description:** This course covers advanced project management topics necessary for implementation of and excellence in project management. The course will provide a framework for approaching, evaluating, and implementing project risk and quality management in order to obtain optimal project results by identifying and applying relevant quality management tools, activities, and methods for achieving systemic quality management and quality improvement across all phases of the project life cycle. The course will also explore agile project management methodologies. Best practices in the management of international projects, human resource management, risk management, project leadership, quality and communications management will be explored and discussed.

Hours: 5 Lecture.

## BUS 452—Advanced Human Resource Management (5 Credits)

**Prerequisite:** BUS 442 with a minimum grade of C

Course Fee: \$15.00

**Description:** This course focuses on the legal and regulatory framework surrounding employment locally, nationally and globally. Students will become familiar with law and regulations pertaining to compensation, employee relations, job safety and health, equal employment opportunity, leave and benefits and other protection laws. Topics will also include labor relations.

Hours: 5 Lecture.

## BUS 453—Advanced Entrepreneurial Leadership (5 Credits)

**Prerequisite:** BUS 443 with a minimum grade of C

Course Fee: \$15.00

**Description:** This course covers more advanced knowledge and competency in leading and developing entrepreneurial ventures. The second specialization course supports students selecting either a socio-cultural or a profit enterprise to design, develop and present. Teams work together thinking critically regarding socio-economic problems and potential solutions. Each team designs a new problem-solving business model supporting customer-driven needs. Students begin networking with other entrepreneurs, small business owners, and other liked-minded professionals.

Hours: 5 Lecture.

## BUS 461—Capstone: Managing for Organizational Change (4-5 Credits)

**Prerequisite:** BUS 451 with a minimum grade of C

Course Fee: \$50.00

**Description:** This culminating course is the capstone for students with studies concentrated in project management. It includes an in-depth investigation of the forces driving organizational change and their impact on people and structure. The course focuses on developing leadership and change capabilities at all levels in an organization. Students will examine the techniques of organizational design and development with emphasis on the methods of planned change to ensure improved effectiveness of organizations in a changing external environment. A planned approach to managing all phases of the organizational change process is emphasized.

Hours: 4-5 Lecture.

## BUS 462—Capstone: Human Resource Management (4-5 Credits)

**Prerequisite:** BUS 452 with a minimum grade of C

Course Fee: \$15.00

**Description:** This culminating course is the capstone course for students with studies concentrated in human resource management. Students will evaluate case studies and integrate all human resource management knowledge and skills learned in previous courses including critical strategies in the areas of legal/regulatory compliance, recruitment and selection of personnel, performance and feedback mechanisms, and financial and benefits compensation.

Hours: 4-5 Lecture.

## BUS 463—Capstone: Entrepreneurial Leadership (4-5 Credits)

**Prerequisite:** BUS 453 with a minimum grade of C

Course Fee: \$15.00

**Description:** This culminating course is the capstone course for students with studies concentrated in entrepreneurial leadership. Learning advances to a capstone-based experience developing a network of like-minded entrepreneurs and business leaders who offer feedback and analysis regarding the student's new business models. Student's network with venture capital experts, small business owners, socially-conscious leaders, and other entrepreneurship-minded professionals focused on modifying and finalizing their new business model. Each team's model culminates into a fully defined enterprise model with real implementation potential.

Hours: 4-5 Lecture.

## BUS 480—Applied Management Internship (2-5 Credits)

**Prerequisite:** Admission to the AM BAS program and Instructor Permission  
Course Fee: \$15.00

**Description:** This internship course is designed to provide students with major-related, supervised, and evaluated practical training work experiences which may be paid or voluntary. Students are graded on the basis of the quality of documented learning acquired through hands-on, new experiences in an actual work setting. The course-related outcomes are designed and agreed upon by the student, the organization providing the internship, and the faculty member facilitating this course.

Students seeking courses for general interest and degree distribution requirements should consider the following non-major course: CHEM& 110. Students working toward Allied Health Careers should take CHEM& 121, and CHEM& 131 as needed. Students pursuing science, engineering, pre-med, pre-pharmacy and similar majors/degrees should select courses from CHEM& 161, 162, 163, 261, 262 and 263. An academic advisor should be consulted to determine the appropriate courses for your degree goal. Students intending to major in Chemistry at a baccalaureate institution should work towards an Associate of Science degree with Chemistry specialization.

## CHEM& 110—Chemical Concepts w/lab (5 Credits)

Course Fee: \$15.00

**Description:** Survey of the fundamental principles of chemistry in a relatively non-mathematical way. Course utilizes themes such as food, the environment, and the global economy. Course covers measurement, atomic and molecular structure, chemical reactions, and applications of chemistry to everyday life. Laboratory included.

Hours: 4 Lecture. 1 Lab.

## CHEM& 121—Introduction to Inorganic Chemistry (5 Credits)

**Recommended Preparation:** Proficiency in Algebra.

Course Fee: \$16.00

**Description:** (Formerly CHEM-101) (For non-science and non-engineering majors. Intended primarily for students pursuing Nursing or Allied Health careers.) Course includes the study of the metric system, atomic theory, bonding, quantitative relationships, solutions, redox chemistry, equilibrium, gases, acids and bases, salts, and nuclear chemistry. Laboratory included.

Hours: 4 Lecture. 1 Lab.

## CHEM& 131—Introduction to Organic/Biochemistry (5 Credits)

**Prerequisite:** CHEM& 121 with a minimum grade of C

Course Fee: \$19.00

**Description:** (Formerly CHEM-102) (For non-science majors.) Study of the structure, properties, and reactions of organic and biological compounds. Includes an introduction to biochemical processes. Laboratory included.

Hours: 4 Lecture. 1 Lab.

## CHEM& 140—General Chemistry Prep w/Lab (5 Credits)

**Recommended Preparation:** Proficiency in Algebra.

Course Fee: \$15.00

**Description:** This course is designed to prepare students with no or minimal prior chemistry background for entry into the General Chemistry course sequence (CHEM& 161, 162, and 163). This course is appropriate for students pursuing science, engineering, pre-med, pre-pharmacy, and similar majors/degrees who have not met the chemistry prerequisite for CHEM& 161. Topics include both the foundational conceptual and quantitative aspects of chemistry such as the metric system, dimensional analysis, basic atomic structure, stoichiometry, and the composition and changes of matter. Laboratory included.

Hours: 4 Lecture. 1 Lab.

## CHEM& 161—General Chemistry w/Lab I (5 Credits)

**Prerequisite:** (CHEM& 140 with a minimum grade of C or CHEM& 121 with a minimum grade of C or one year of high school chemistry) and (MATH& 141 with a minimum grade of C (may be taken concurrently) or MATH 147 with a minimum grade of C (may be taken concurrently) )

Course Fee: \$19.00

**Description:** (Formerly CHEM-140) This is the first quarter of college-level General Chemistry. General Chemistry is appropriate for students on science, engineering, pre-med, and similar pathways. This course covers measurements, the structure of matter, compounds, stoichiometry, classes of chemical reactions, gases, thermochemistry, and the quantum mechanical model of hydrogen. Laboratory included.

Hours: 4 Lecture. 1 Lab.

## CHEM& 162—General Chemistry w/Lab II (5 Credits)

**Prerequisite:** CHEM& 161 with a minimum grade of C

Course Fee: \$15.00

**Description:** (Formerly CHEM-150) This is the second quarter of college-level freshman chemistry. It covers electronic structure, bonding and bonding theories, molecular shapes, intermolecular forces, solids, liquids, solutions, and chemical equilibrium. Laboratory included.

Hours: 4 Lecture. 1 Lab.

## CHEM& 163—General Chemistry w/Lab III (5 Credits)

**Prerequisite:** CHEM& 162 with a minimum grade of C

Course Fee: \$17.00

**Description:** (Formerly CHEM-160) This is the third quarter of college-level freshman chemistry. It covers chemical kinetics, equilibrium, acids and bases, solubility, complex ions, thermodynamics, electrochemistry, and nuclear chemistry. Laboratory included.

Hours: 4 Lecture. 1 Lab.

## CHEM& 261—Organic Chemistry w/Lab I (5 Credits)

**Prerequisite:** CHEM& 163 with a minimum grade of C

Course Fee: \$27.00

**Description:** (Formerly CHEM-231) Organic chemistry for science majors. Study of the application of general chemical principles to organic compounds. Topics include: structure, orbital theory, isomerism, nomenclature, resonance, and chirality; substitution and elimination reactions; introduction to IR spectroscopy. Laboratory included.

Hours: 4 Lecture. 1 Lab.

## CHEM& 262—Organic Chemistry w/Lab II (5 Credits)

**Prerequisite:** CHEM& 261 with a minimum grade of C

Course Fee: \$27.00

**Description:** (Formerly CHEM-232) Organic chemistry for science majors. Topics include: structure, properties and reactions of alkenes, alkynes, alcohols, radicals, and aromatic compounds; introduction to NMR, UV/VIS, and mass spectroscopy. Laboratory included.

Hours: 4 Lecture. 1 Lab.

## CHEM& 263—Organic Chemistry w/Lab III (5 Credits)

**Prerequisite:** CHEM& 262 with a minimum grade of C

Course Fee: \$27.00

**Description:** (Formerly CHEM-233) Organic chemistry for science majors. Topics include: structure, properties and reactions of aldehydes, ketones, amines, and carboxylic acids and their derivatives; introduction to biological molecules and biochemical processes. Laboratory included.

Hours: 4 Lecture. 1 Lab.

## CHIN& 121—Chinese I (5 Credits)

Course Fee: \$2.00

**Description:** The first year of the beginning Chinese language sequence consists of 121, 122, and 123. CHIN&-121 is the first quarter of the sequence. The basic tenets of communications including reading, writing, speaking and listening are developed in a dynamic second language acquisition environment enhanced by technology. Grammar is used as a communication tool to express meaning as students take part in small group discussions, cultural investigation, and presentation.

Authentic materials will be focused on in the class as well assessment. Students should expect to be immersed in the language. English will be used at a minimum. (Multicultural Course)

Hours: 5 Lecture.

## CHIN& 122—Chinese II (5 Credits)

**Prerequisite:** CHIN& 121 with a minimum grade of C or instructor permission.

Course Fee: \$2.00

**Description:** CHIN&-122 is the second quarter of the first-year language sequence and continues to build on the skills acquired in CHIN&-121. The basic tenets of communications including reading, writing, speaking and listening are developed in a dynamic second language acquisition environment enhanced by technology. Grammar is used as a communication tool to express meaning as students take part in small group discussions, cultural investigation, and presentation.

Authentic materials will be focused on in the class as well assessment. Students should expect to be immersed in the language. English will be used at a minimum. (Multicultural Course)

Hours: 5 Lecture.

## CHIN& 123—Chinese III (5 Credits)

**Prerequisite:** CHIN& 122 with a minimum grade of C or instructor permission.

Course Fee: \$2.00

**Description:** CHIN&-123 is the third quarter of the first-year language sequence and continues to build on the skills acquired in CHIN&-122. The basic tenets of communications including reading, writing, speaking and listening are developed in a dynamic second language acquisition environment enhanced by technology. Grammar is used as a communication tool to express meaning as students take part in small group discussions, cultural investigation, and presentation. Authentic materials will be focused on in the class as well assessment. Students should expect to be immersed in the language. English will be used at a minimum. (Multicultural Course)  
Hours: 5 Lecture.

## COL 101—College 101 (5 Credits)

Course Fee: \$

**Description:** To facilitate students' development of the capacities necessary to confidently navigate their unique college and career pathways. Topics may include: self-advocacy skills; leveraging students' cultural capital; setting and achieving goals; academic planning; self care and stress management; cultivating mentor, peer and community relationships; communication; career exploration; financial education; connecting with college and community resources; critical thinking related to equity, diversity, and inclusion; and information literacy.  
Hours: 5 Lecture.

## CMST& 101—Introduction to Communication (5 Credits)

**Prerequisite:**

Course Fee: \$5.00

**Description:** (Formerly SPCH-100) A survey of fundamental principles of communication theory. Students are introduced to verbal and nonverbal communication, effective listening, interpersonal communication, small group discussion as well as culture and gender factors in communication. Written assignments, examinations and informal oral presentations are included.

Hours: 5 Lecture.

## CMST 110—Multicultural Communication (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C (may be taken concurrently)

Course Fee: \$5.00

**Description:** (Formerly SPCH-110) A survey of how culture shapes the communication interaction. Emphasis is on the role of world views, how culture affects the development of value systems, interpersonal relationships, workplace and educational expectations. (Multicultural Course)

Hours: 5 Lecture.

## CMST 120—The Process of Public Speaking (2 Credits)

Course Fee: \$

**Description:** An introduction to the preparation of and process required to develop and deliver oral presentations. This course does NOT require oral presentations. Rather, focus includes the rhetorical situation, topic development, understanding an audience, appropriate research, understanding speech types, appropriate organization, the outlining process, and ethical considerations.

Hours: 2 Lecture.

## CMST 179—Special Topics in Communication (2-5 Credits)

**Recommended Preparation:** CMST& 101 with a minimum grade of C or CMST 110 with a minimum grade of C or CMST& 220 with a minimum grade of C

Course Fee: \$

**Description:** These are seminars designed to provide communication studies students with the opportunity to explore, research, and study selected topics and/or contemporary issues related to communication, public speaking, and the media. Faculty will generally determine material covered; however, material may also reflect the expressed need or interest of students in communication studies courses.

Hours: 2-5 Lecture.

## CMST& 210—Interpersonal Communication (5 Credits)

**Recommended Preparation:** ENGL& 101 with a minimum grade of C

Course Fee: \$5.00

**Description:** This course focuses on aspects of interpersonal communication in relationships that include philosophical, theoretical, and applied exploration of self-concept, perception, emotions, language, nonverbal cues, listening, and conflict.

Hours: 5 Lecture.

## CMST& 220—Public Speaking (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C (may be taken concurrently)

Course Fee: \$5.00

**Description:** (Formerly SPCH-101) An introduction to the preparation and delivery of oral presentations in an extemporaneous style. Emphasis is on ethical research, critical, logical analysis, organization of informative and persuasive presentations.

Hours: 5 Lecture.

## CMST& 230—Small Group Communication (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C

Course Fee: \$5.00

**Description:** Small group communication emphasizing theoretical principles and their application, enabling students to become more comfortable and competent participants in the group communication process. Emphasis will be on the study and application of the dynamics of group development, empathy skills, problem solving methodologies, and the use of power and status, as related to leadership, group think, effective meetings, systems, ethics, norms, presentation of findings, and conflict management.

Hours: 5 Lecture.

## CMST 320—Professional and Organizational Communication (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C and Acceptance into a BAS program

Course Fee: \$5.00

**Description:** This course covers an introduction to the communication dynamics of organizations and the role of communication in the professional and management world. Students will analyze structured and informal communication channels, organizational culture, and strategic communication. Content includes work-related human relations topics such as communicating gender, power dynamics, mission, and identity. Other topics are conflict resolution, persuasive strategy, leadership, corporate culture, globalization, the role of technology, and external communication such as crisis communication. Content includes the major theories of organizational communication, identifying and defining primary concepts and applying them to discussions of real-world situations. The theory and research will be applicable and practically applied through case studies of organizational issues.

Hours: 5 Lecture.



## CHP 101—Community Health Navigation and Care Coordination (5 Credits)

Course Fee: \$0.00

**Description:** This course will explore professional care navigation, coordination, and advocacy roles in the health and human services systems.

Hours: 5 Lecture.

## CHP 260—Global Health (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C and Instructor Permission

Course Fee: \$10.00

**Description:** This course will compare and contrast healthcare delivery, to include the impact of community health practice, in the United States with that of another country. Students will study an identified population to learn about culture, belief systems, values, and practices that are specific to that population in order to better understand and provide health care that is both culturally competent and culturally sensitive in nature. It introduces students to serving global populations both domestically and internationally as clinicians, educators, and researchers. Students will participate in field work with a target population.

Hours: 2 Lecture.

## CHP 300—Introduction to Community Health (5 Credits)

**Prerequisite:** Acceptance into the CH BAS program.

Course Fee: \$8.50

**Description:** This course will explore the theories, past and present evidence, and application of key concepts related to understanding and improving community and population health. Students will apply these concepts to health and wellness issues with a focus on social, political, economic, environmental, and biomedical aspects of the field. Health disparities and inequities will be examined and potential solutions will be discussed. Secondary trauma, compassion fatigue, and burnout will also be investigated.

Hours: 5 Lecture.

## CHP 305—Community Health Advocacy (5 Credits)

**Prerequisite:** Acceptance into the CH BAS program.

Course Fee: \$67.00

**Description:** This course will examine the procedures and protocols for chronic health screenings, navigation of health insurance and healthcare systems, and the fundamentals of confidentiality. Case management and advocacy principles as they apply to community and population health will be explored. Students will learn basic mental health first aid as well as the signs and symptoms of chronic and preventable health issues.

Hours: 5 Lecture.

## CHP 310—Community Health Communications and Informatics (5 Credits)

**Prerequisite:** Acceptance into the CH BAS program.

Course Fee: \$5.00

**Description:** This course will focus on three primary areas of ability: to collect, manage, and organize data to produce meaningful exchange of information; to gather, process, and present information to different audiences in person, through technology or other media channels; and to strategically design the information and knowledge exchange process to achieve specific objectives.

Hours: 5 Lecture.

## CHP 315—Health Policy, Law, and Ethics (5 Credits)

**Prerequisite:** Acceptance into the CH BAS program.

Course Fee: \$48.00

**Description:** This course will cover healthcare policies, laws, ethics, and social mores as they relate to the application of community health goals of protecting the public from threats of infectious disease, preventing chronic illnesses and injuries, and promoting healthy life styles. The balance between population welfare and individual rights and liberties will be examined from various perspectives. Ethical decision making strategies will be integrated throughout the course.

Hours: 5 Lecture.

## CHP 320—Introduction to Epidemiology (5 Credits)

**Prerequisite:** Acceptance into the CH BAS program.

Course Fee: \$5.00

**Description:** In this introductory course, students will learn and apply basic concepts of epidemiology to multiple domains of public health. Students will illustrate and practice using epidemiology to better understand, characterize, and promote health at a population level. Students will engage in active and collaborative learning through team activities, individual projects, case studies, group discussion, and individual projects.

Hours: 5 Lecture.

## CHP 325—Population Health and Wellness (5 Credits)

**Prerequisite:** Acceptance into the CH BAS program.

Course Fee: \$5.00

**Description:** This course provides an overview of the connections between prevention, wellness, and behavioral health with healthcare quality and safety, disease prevention, patient education, and behavior change across the life span. Students will learn to use theories and the four pillars of population health to understand human motives, cultural influences, and the relationship between health and behaviors. The signs and symptoms of chronic health issues will also be examined.

Hours: 5 Lecture.

## CHP 330—Program Planning and Evaluation (5 Credits)

**Prerequisite:** Acceptance into the CH BAS program.

Course Fee: \$5.00

**Description:** This course will present a framework for developing, implementing, and evaluating strategies to improve the way healthcare and health promotion efforts are implemented in the community. Evidence based models will be used to bring together resources, logistics, plans, and people to ensure programs are functional and methods of data collection are effective.

Hours: 5 Lecture.



## CHP 335—Healthcare Research Methods (5 Credits)

**Prerequisite:** Acceptance into the CH BAS program.

Course Fee: \$5.00

**Description:** The main purpose of this class is to provide a broad introduction to the methodological foundations and tools to study healthcare research. This course will focus on the fundamentals of quantitative healthcare and applied research, and explore qualitative research. Students will learn how to identify problems to study, develop hypotheses and research questions, specify independent and dependent variables, check for the validity and reliability of studies and design research projects. Students will be exposed to the broad range of designs used in healthcare research from laboratory and field experiments, surveys, content analysis, focus groups and in-depth interviewing.

Hours: 5 Lecture.

## CHP 340—Disaster Preparedness (5 Credits)

**Prerequisite:** Acceptance into the CH BAS program.

Course Fee: \$5.00

**Description:** Effective emergency planning is the key to surviving natural and man-made disasters. Risk analysis and the formulation of a comprehensive plan, followed by a vigorous and continuing testing program, are essential elements to surviving an emergency. Topics covered include threat assessment, risk analysis, formulating a response plan, staffing an emergency operations center (EOC), interagency coordination and liaison, managing an actual incident and conducting effective follow-up analysis.

Hours: 5 Lecture.

## CHP 360—Global Health (5 Credits)

**Prerequisite:** Acceptance into the CH BAS Program or ENGL& 101 with a minimum grade of C and Successful completion (C or Better) of 60 lower division college credits (100-200 level) and Instructor Permission

Course Fee: \$10.00

**Description:** This course will compare and contrast healthcare delivery, to include the impact of community health practice, in the United States with that of another country. Students will study an identified population to learn about culture, belief systems, values, and practices that are specific to that population in order to better understand and provide health care that is both culturally competent and culturally sensitive in nature. It introduces students to serving global populations both domestically and internationally as clinicians, educators, and researchers. Students will participate in field work with a target population.

Hours: 2 Lecture.

## CHP 400—Environmental Health (5 Credits)

**Prerequisite:** Acceptance into the CH BAS program.

Course Fee: \$5.00

**Description:** This course will examine the role of environmental health in contemporary society through the domains of water and air quality, food safety, solid and liquid waste disposal, occupational health and injuries, agents of disease, and exposure to toxic elements. Environmental policies and regulations and the role of regulatory agencies will also be explored.

Hours: 5 Lecture.

## CHP 410—Trauma as a Community Health Issue (5 Credits)

**Prerequisite:** Acceptance into the CH BAS program.

Course Fee: \$10.00

**Description:** This course will introduce students to the Public Health and Social-Ecological Models of Trauma. Students will learn to identify risk and protective factors related to trauma as well as the individual, relationship, community, and societal influences that create trauma and influence the reaction to it.

Hours: 5 Lecture.

## CHP 420—Families as Social Systems (5 Credits)

**Prerequisite:** Acceptance into the CH BAS program.

Course Fee: \$10.00

**Description:** This course will explore the many definitions of “family” as it applies to health and wellness. Students will learn concepts for understanding family processes and how social and cultural contexts shape family development. Students will examine methods and interventions to be applied to the routine of daily family living, families in crisis, and families living with adversity. Focus will include the five areas of health: physical, emotional, psychological, intellectual, and spiritual.

Hours: 5 Lecture.

## CHP 430—Epidemics and Prevention (5 Credits)

**Prerequisite:** Acceptance into the CH BAS program.

Course Fee: \$5.00

**Description:** This course will examine the complex nature of epidemics, the role of healthcare workers in dealing with epidemics, and the costs and benefits of prevention and interventions. The need for long term emergency preparedness and clearly delineated responsibilities among government and non-government agencies in responding to epidemics will also be explored.

Hours: 5 Lecture.

## CHP 440—Health, Culture, and Diversity (5 Credits)

**Prerequisite:** Acceptance into the CH BAS program.

Course Fee: \$5.00

**Description:** The focus of this course will be to explore ways in which an awareness of the culture-health relationship can inform and strength community health work. What is meant by culture, the ways in which culture intersects with health issues, and how community health efforts reduce health disparities will also be examined.

Hours: 5 Lecture.

## CHP 490—Community Health Professional Capstone (5 Credits)

**Prerequisite:** Acceptance into the CH BAS program.

Course Fee: \$5.00

**Description:** This is the capstone for the Community Health Professional concentration for the BAS degree

Hours: 5 Lecture.

## CHPM 400—EMS Ethics and Leadership (5 Credits)

**Prerequisite:** Acceptance into the CH BAS program.

Course Fee: \$10.00

**Description:** This course will explore the intersections of the concepts of ethics and leadership from a wide range of contexts as it applies to EMS. Students will explore questions such as: How are values and ethics established in individuals and organizations? Is ethical leadership desirable and necessary? How does ethical leadership apply to me? What are some helpful approaches to ethical questions? What are the responsibilities of leaders to establish ethical climates in their organizations and communities? What are the tensions between ethics and leadership? Are there universal values and ethical principles in leadership? How does culture influence ethics and leadership?

Hours: 5 Lecture.

## CHPM 410—Emergency Management (5 Credits)

**Prerequisite:** Acceptance into the CH BAS program.

Course Fee: \$10.00

**Description:** This course will introduce students to the vocabulary and core components of Emergency Management. We will discuss the importance of this growing field that is changing rapidly as a result of an increase in frequency, complexity, and severity of man-made, natural, and technological disasters. We will examine historical events that have changed the nature of the field, and introduce students to the leadership and management roles that have emerged as a result of these events taking place. Hours: 5 Lecture.

## CHPM 420—Injury Prevention (5 Credits)

**Prerequisite:** Acceptance into the CH BAS program.

Course Fee: \$10.00

**Description:** The purpose of this course is to provide an overview of the major issues in health promotion and disease and injury prevention. Students are introduced to strategies for promoting health and wellness, the major causes of premature mortality and morbidity, behavioral and environmental contributions to illness and injury, as well as strategies for risk reduction. Students will learn about the economic, public policy, and ethical issues that health promotion raises. Hours: 5 Lecture.

## CHPM 430—Community Paramedicine (10 Credits)

**Prerequisite:** Acceptance into the CH BAS program.

Course Fee: \$10.00

**Description:** A Community Paramedic (CP) is an advanced paramedic that works to increase access to primary and preventive care and decrease use of emergency departments, which in turn decreases health care costs. Among other things, CPs may play a key role in providing follow-up services after a hospital discharge to prevent hospital readmission. CPs can provide health assessments, chronic disease monitoring and education, medication management, immunizations and vaccinations, laboratory specimen collection, hospital discharge follow-up care and minor medical procedures. Hours: 10 Lecture.

## CHPM 440—Community Paramedicine Internship (5 Credits)

**Prerequisite:** Acceptance into the CH BAS program.

Course Fee: \$10.00

**Description:** Clinical internship for Community Paramedicine Hours: 2 Lecture.

## CHPM 450—Critical Care Transport (10 Credits)

**Prerequisite:** Acceptance into the CH BAS program.

Course Fee: \$10.00

**Description:** Critical Care Transport course is designed to prepare the paramedic for advanced critical care on ground and air transports. This includes providing advanced clinical patient assessments and providing invasive care beyond the standard scope of advanced pre-hospital care. Upon completion of the CHPM series the student may take the Certified Flight Paramedic (FP-C) and/or the Certified Critical Care Paramedic (CCP-C) exams held by the International Board of Specialty Certification (IBSC). Hours: 10 Lecture.

## CHPM 460—Critical Care Transport Internship (5 Credits)

**Prerequisite:** Acceptance into the CH BAS program.

Course Fee: \$10.00

**Description:** The second in the series for students to step into clinical rotations with "hands-on" specialized ICU care rotation, and specialized practice.

Hours: 2 Lecture.

## CHPM 490—EMS Capstone (4-5 Credits)

**Prerequisite:** Acceptance into the CH BAS program.

Course Fee: \$10.00

**Description:** This capstone course integrates activities and responsibilities related to clinical processes in one of the specific advanced practice specialties: critical care, community paramedic, or EMS leadership.

Hours: 4-5 Lecture.

## CHRC 400—Tobacco and Nicotine Treatment (5 Credits)

**Prerequisite:** Acceptance into the CH BAS program or Instructor permission

Course Fee: \$5.00

**Description:** Course focuses on the skills needed to effectively treat tobacco dependence. This course will cover: neuropharmacology of nicotine, optimization of pharmacologic management, conducting a basic counseling session, motivational interviewing and other counseling approaches, and application of treatment of tobacco dependence to people with co-morbid conditions.

Hours: 5 Lecture.

## CHRC 410—Leadership for the Health Care Professional (5 Credits)

**Prerequisite:** Acceptance into the CH BAS program.

Course Fee: \$10.00

**Description:** An extensive examination of current practices/trends of techniques used in the leadership of the health care environment. Emphasis will be placed upon specific skill sets necessary for effective supervision and leadership in a health care environment.

Hours: 5 Lecture.

## CHRC 420—Education in Healthcare (5 Credits)

**Prerequisite:** Acceptance into the CH BAS program.

Course Fee: \$10.00

**Description:** An interactive course designed to provide health care professionals with the skills needed to provide effective peer, student and client education.

Hours: 5 Lecture.

## CHRC 430—Advanced Patient Care (5 Credits)

**Prerequisite:** Acceptance into the CH BAS program.

Course Fee: \$10.00

**Description:** This comprehensive course gives Respiratory Care Practitioners the opportunity to enhance their knowledge and critical thinking skills in the areas of adult critical care, neonatal/pediatric critical care and emergency room environments. With content geared toward respiratory critical care and general critical care, this course is a comprehensive orientation to the respiratory therapist's role in caring for critically ill patients. This course prepares practitioners for specialty credentials in adult critical care and neonatal/pediatrics.

Hours: 5 Lecture.

## CHRC 490—Advanced Respiratory Care Capstone (4-5 Credits)

**Prerequisite:** Acceptance into the CH BAS program.

Course Fee: \$10.00

**Description:** This is a capstone course integrating activities and responsibilities related to clinical processes in one of the specific advanced practice specialties: critical care, neonatal, pediatrics, management or education.

## CS 120—Computer Science Principles (5 Credits)

**Recommended Preparation:** Proficiency in Algebra.

Course Fee: \$0.00

**Description:** Introduction to fundamental concepts of computer science and computational thinking. Course includes logical reasoning, problem solving, data representation, abstraction, the creation of “digital artifacts” such as Web pages and programs, managing complexity, operation of computers and networks, effective Web searching, ethical, legal and social aspects of information technology.  
Hours: 5 Lecture.

## CS 142—Java Programming for Engineers and Scientists I (5 Credits)

**Prerequisite:** MATH& 141 with a minimum grade of C or equivalent

**Recommended Preparation:** CS 120 or prior programming experience

Course Fee: \$0.00

**Description:** Using the Java programming language, students learn general principles of object-oriented programming, including how to design, implement, document, test, and debug computer programs. Topics include classes, objects, messages, expressions, decision structures, iteration, arrays, collections, events, and interfaces.  
Hours: 5 Lecture.

## CS 143—Java Programming for Engineers and Scientists II (5 Credits)

**Prerequisite:** CS 142 with a minimum grade of C  
Course Fee: \$0.00

**Description:** An intermediate programming course, using Java. Topics will include classes, interfaces, inheritance, polymorphism, exception handling, recursion, data structures, and an introduction to performance analysis and implementation trade-offs.

Hours: 5 Lecture.

## CU 091—Introduction To The Keyboard (2 Credits)

**Recommended Preparation:** ENGL/ 085

Course Fee: \$8.30

**Description:** Learn to use the computer keyboard by touch and begin to develop accuracy and speed.

Hours: 1 Lecture. 1 Lab.

## CU 100—Introduction to Practical Computing (2 Credits)

**Recommended Preparation:** ENGL/ 095 and HD 101

Course Fee: \$8.30

**Description:** To provide individuals with an opportunity to cultivate the computer usage skills necessary to become confident, successful students. This course is an introduction to computer usage skills using the most current Microsoft Windows operating system. Topics include: developing computer literacy, navigation, organization, printing, file location and management, accessing help.

Hours: 2 Lecture.

## CU 101—Web-Enabled Learning and Communication (2 Credits)

**Prerequisite:** Knowledge of Microsoft Windows operating system required or Program Chair Permission

**Recommended Preparation:** CU 100

Course Fee: \$8.30

**Description:** Introduction to web-enabled learning and communication. Student will receive guidance in how to effectively navigate and use online TCC resources; Angel, Portal, Outlook Web Access. Emphasis on virtual communication, security concerns, Internet search effectiveness, and ethical behaviors for virtual learning communities.

Hours: 2 Lecture.

## CU 102—Word I (2 Credits)

**Recommended Preparation:** CU 100

Course Fee: \$8.30

**Description:** Students will use MSWord to create multi-page documents for a variety of purposes and situations such as reports, newsletters, resumes and business correspondence. This course can be used as preparation for the MOS Word Core Level certification exam. Students may receive college credit for either CU 102 or CU 105, but not both.

Hours: 2 Lecture.

## CU 103—Excel I (3 Credits)

**Recommended Preparation:** CU 100

Course Fee: \$8.30

**Description:** Students will create and edit a workbook with multiple sheets and use a graphic element to visually represent data. Workbook examples include professional-looking budgets, financial statements, team performance charts, sales invoices, and data-entry logs. This course can be used as preparation for the MOS Excel Core Level certification exam. Students may receive credit for either CU 103 or CU 105, but not both.

Hours: 3 Lecture.

## CU 104—PowerPoint (1 Credits)

**Prerequisite:** CU 102 with a minimum grade of C (may be taken concurrently) or CU 105 with a minimum grade of C (may be taken concurrently)

Course Fee: \$8.30

**Description:** Students will create, edit, and enhance presentations and slideshows. Presentation examples include professional-grade sales presentations, employee training, instructional materials, and kiosk slideshows. This course can be used as preparation for the MOS PowerPoint Core Level certification exam.

Hours: 1 Lecture.

## CU 105—Word I & Excel I (5 Credits)

**Recommended Preparation:** CU 100

Course Fee: \$20.75

**Description:** Students will use MS Word to create multi-page documents for a variety of purposes and situations such as reports, newsletters, resumes and business correspondence. Students will also use MS Excel to will create and edit a workbook with multiple sheets, and use a graphic element to represent data visually. Workbook examples include professional-looking budgets, financial statements, team performance charts, sales invoices, and data-entry logs. This course can be used for preparation for the MOS Word Core Level certification exam and the MOS Excel Core Level certification exam. This course is equivalent to the combination of CU102 and CU103.

Students may receive 5 college credits only for CU 105, CU 102, or CU 103 or any combination of the three courses.

Hours: 5 Lecture.



## CU 108—Outlook (2 Credits)

**Prerequisite:** CU 105 with a minimum grade of C or equivalent or CU 102 with a minimum grade of C

Course Fee: \$8.30

**Description:** Students will use MS Outlook to enhance professional correspondence, create calendars, and schedule appointments. Application examples include coordinating building resources, sending messages for marketing campaigns, planning staff meetings, and assigning meeting action items. This course can be used as preparation for the MOS Outlook Core Level certification exam.

Hours: 2 Lecture.

## CU 110—Access I (2 Credits)

**Prerequisite:** CU 103 with a minimum grade of C or CU 105 with a minimum grade of C or equivalent

Course Fee: \$8.30

**Description:** Students will apply database design principles to create and maintain basic MS Access database objects including tables, relationships, forms, reports, and queries. This course, along with CU 210, can be used as preparation for the MOS Access Core Level certification exam.

Hours: 2 Lecture.

## CU 202—Word II (3 Credits)

**Prerequisite:** CU 102 with a minimum grade of C or CU 105 with a minimum grade of C or equivalent

Course Fee: \$12.45

**Description:** Students will use MS Word to create and manage professional documents of four pages or more for a variety of specialized purposes and situations. They will learn to customize the Word environment to meet project needs and enhance productivity. Examples of documents include a business plan, a research paper, a book, a specialized brochure, and a mass mailing. This course can be used for preparation for the MOS Word Expert Level certification exam.

Hours: 3 Lecture.

## CU 203—Excel II (3 Credits)

**Prerequisite:** CU 103 with a minimum grade of C or CU 105 with a minimum grade of C or equivalent

Course Fee: \$12.45

**Description:** Student will be able to create, manage, and distribute professional spreadsheets for a variety of specialized purposes and situations. They will customize their Excel environments to meet project needs and to enhance productivity. Expert workbook examples include custom business templates, multiple-axis financial charts, amortization tables, and inventory schedules. This course can be used for preparation for the MOS Excel Expert Level certification.

Hours: 3 Lecture.

## CU 210—Access II (3 Credits)

**Prerequisite:** CU 110 with a minimum grade of C

Course Fee: \$12.45

**Description:** Students will apply database design principles to create and maintain advanced MS Access database objects including tables, relationships, forms, reports, queries, macros, and modules. This course can be used as preparation for the MOS Access Core Level certification exam.

Hours: 3 Lecture.

## DMS 101—Sonography Lab I (2 Credits)

**Prerequisite:** Acceptance into DMS program or Program Chair approval ENGL& 101 with a minimum grade of C+ or ENGL& 102 with a minimum grade of C+ or ENGL 103 with a minimum grade of C+ MATH& 141 with a minimum grade of C+ CMST& 101 with a minimum grade of C+ or CMST 110 with a minimum grade of C+ or CMST& 220 with a minimum grade of C+ PHYS& 115 with a minimum grade of C+ or PHYS& 116 with a minimum grade of C+ HIT 130 with a minimum grade of C+ BIOL& 241 with a minimum grade of C+ and BIOL& 242 with a minimum grade of C+

Course Fee: \$50.00

**Description:** This course is designed to develop the foundations of sonography by introducing students to sonographic equipment, exams and patient care techniques. Student will also begin to learn how to apply critical thinking, communication and problem solving skills in the healthcare setting. Activities will emphasize the use of terminology, patient care practices, scanning techniques and image optimization while focusing on abdominal structures.

Hours: 2 Lab.

## DMS 102—Sonography Lab II (3 Credits)

**Prerequisite:** DMS 101 with a minimum grade of C or Program Chair approval.

Course Fee: \$50.00

**Description:** This course builds on the scanning fundamentals developed in DMS 101 with an emphasis on advanced scanning techniques and patient care practices. Activities will focus on relating clinical and pathologic information, effective verbal/written communication methods and caring for high needs patients while evaluating superficial, gynecologic and obstetric structures.

Hours: 3 Lab.

## DMS 103—Sonography Lab III (2 Credits)

**Prerequisite:** DMS 102 with a minimum grade of C or Program Chair approval.

Course Fee: \$50.00

**Description:** As the last course in the scanning laboratory series, students will practice independence while performing exams, critically evaluating clinical situations and exploring their role in the clinical setting. Activities will emphasize autonomy, independent decision making, professional behavior and timeliness.

Hours: 2 Lab.

## DMS 105—Ultrasound Cross-Sectional Anatomy (5 Credits)

**Prerequisite:** Acceptance into DMS program or Program Chair approval ENGL& 101 with a minimum grade of C+ or ENGL& 102 with a minimum grade of C+ or ENGL 103 with a minimum grade of C+ MATH& 141 with a minimum grade of C+ CMST& 101 with a minimum grade of C+ or CMST 110 with a minimum grade of C+ or CMST& 220 with a minimum grade of C+ PHYS& 115 with a minimum grade of C+ or PHYS& 116 with a minimum grade of C+ HIT 130 with a minimum grade of C+ BIOL& 241 with a minimum grade of C+ and BIOL& 242 with a minimum grade of C+

Course Fee: \$26.75

**Description:** This course explores the human body in the common sonographic directional planes and other imaging modalities. Activities will emphasize the use of directional, anatomic and sonographic terminology, anatomic relationships, directional correlation with transducer position and image optimization. The lab portion of this course focuses on three dimensional anatomic relationships.

Hours: 4 Lecture. 1 Lab.



## DMS 110—Pathophysiology I (3 Credits)

**Prerequisite:** Acceptance into DMS program or Program Chair approval ENGL& 101 with a minimum grade of C+ or ENGL& 102 with a minimum grade of C+ or ENGL 103 with a minimum grade of C+ MATH& 141 with a minimum grade of C+ CMST& 101 with a minimum grade of C+ or CMST 110 with a minimum grade of C+ or CMST& 220 with a minimum grade of C+ PHYS& 115 with a minimum grade of C+ or PHYS& 116 HIT 130 with a minimum grade of C+ BIOL& 241 with a minimum grade of C+ and BIOL& 242 with a minimum grade of C+

Course Fee: \$5.00

**Description:** This course introduces students to the fundamentals of investigating disease processes by evaluating high risk populations, associating clinical indications, identifying pathologic features in sonographic images and communicating exam findings to healthcare team members. Activities emphasize the use of terminology, problems solving and image recognition related to abdominal structures. Hours: 3 Lecture.

## DMS 111—Pathophysiology II (3 Credits)

**Prerequisite:** DMS 110 with a minimum grade of C or Program Chair approval.

Course Fee: \$5.00

**Description:** As the second course in sonographic pathophysiology, students will further advance their understanding of investigating disease processes while focusing on superficial structures. Critical thinking, problem solving and independent decision making will be emphasized. Hours: 3 Lecture.

## DMS 120—Abdominal Sonography (3 Credits)

**Prerequisite:** Acceptance into DMS program or Program Chair approval ENGL& 101 with a minimum grade of C+ or ENGL& 102 with a minimum grade of C+ or ENGL 103 with a minimum grade of C+ MATH& 141 with a minimum grade of C+ CMST& 101 with a minimum grade of C+ or CMST 110 with a minimum grade of C+ or CMST& 220 with a minimum grade of C+ PHYS& 115 with a minimum grade of C+ or PHYS& 116 with a minimum grade of C+ HIT 130 with a minimum grade of C+ BIOL& 241 with a minimum grade of C+ and BIOL& 242 with a minimum grade of C+

Course Fee: \$21.75

**Description:** This course focuses on the anatomy, physiology and sonographic appearance of abdominal organs and structures. Students will be introduced to the fundamentals of abdominal sonographic terminology, image identification and optimization in addition to lab values and clinical findings. Hours: 3 Lecture.

## DMS 121—Small Parts and Superficial Structures Sonography (3 Credits)

**Prerequisite:** DMS 120 with a minimum grade of C or Program Chair approval.

Course Fee: \$21.75

**Description:** This course focuses on the anatomy, physiology and sonographic appearance of superficial organs and structures. Terminology, imaging considerations, optimization techniques and patient care requirements specific to superficial structures will also be covered. Hours: 3 Lecture.

## DMS 122—Gynecology and Obstetrics I (3 Credits)

**Prerequisite:** DMS 120 with a minimum grade of C or Program Chair approval.

Course Fee: \$21.75

**Description:** This course focuses on the anatomy, physiology and sonographic appearance of gynecologic and first trimester obstetric structures. Clinical indications, imaging considerations and patient care requirements specific to OB/GYN patients will also be covered. Students will learn the pathologic processes associated with first trimester obstetrics and gain skills related to identifying and documenting abnormalities.

Hours: 3 Lecture.

## DMS 123—Gynecology And Obstetrics II (5 Credits)

**Prerequisite:** DMS 122 with a minimum grade of C or Program Chair Approval

Course Fee: \$50.00

**Description:** This is the second course in a two part OB/GYN series that focuses on the anatomy, physiology and sonographic appearance of the developing pregnancy and the post-partum pelvis. Clinical indications, imaging considerations and patient care requirements specific to late term and post-partum patients will be covered and students will also learn the current methods for distinguishing and documenting pathologic conditions.

Hours: 5 Lecture.

## DMS 124—Introduction to Vascular Sonography (3 Credits)

**Prerequisite:** Acceptance into the DMS program Program Chair Approval DMS 102 with a minimum grade of C DMS 111 with a minimum grade of C DMS 121 with a minimum grade of C DMS 122 with a minimum grade of C DMS 131 with a minimum grade of C

Course Fee: \$50.00

**Description:** This course is an introduction to vascular sonography and combines material from the physics, superficial pathology and cross sectional anatomy courses. Students will also apply general sonographic scanning and patient care techniques to vascular patients and broaden their understanding of cardiovascular pathologic processes and the effect on the body.

Hours: 2 Lecture. 1 Lab.

## DMS 125—Advanced Sonography (2 Credits)

**Prerequisite:** DMS 120 with a minimum grade of C and DMS 121 with a minimum grade of C and DMS 122 with a minimum grade of C or Program Chair approval.

Course Fee: \$21.75

**Description:** This course is designed to further develop student's critical thinking skills related to integrating clinical, imaging and pathologic information in preparation for their clinical internships. Case studies and scenarios will be used to refine student's problem solving, reasoning, and independent decision making skills.

Hours: 2 Lecture.

## DMS 130—Ultrasound Physics and Instrumentation I (3 Credits)

**Prerequisite:** Acceptance into DMS program or Program Chair approval ENGL& 101 with a minimum grade of C+ or ENGL& 102 with a minimum grade of C+ or ENGL 103 with a minimum grade of C+ MATH& 141 with a minimum grade of C+ CMST& 101 with a minimum grade of C+ or CMST 110 with a minimum grade of C+ or CMST& 220 with a minimum grade of C+ PHYS& 115 with a minimum grade of C+ or PHYS& 116 with a minimum grade of C+ HIT 130 with a minimum grade of C+ BIOL& 241 with a minimum grade of C+ and BIOL& 242 with a minimum grade of C+

Course Fee: \$5.00

**Description:** This is the first of two courses focusing on the mastery of sonographic physics principals. Basic wave terminology, sound and media interactions and system functions will be covered. Students will also begin creating a personalized study guide to utilize when preparing for their first national registry exam. Hours: 3 Lecture.

## DMS 131—Ultrasound Physics and Instrumentation II (3 Credits)

**Prerequisite:** DMS 130 with a minimum grade of C or Program Chair approval.

Course Fee: \$0.00

**Description:** This is the second of two courses focusing in the mastery of sonographic physics principals. Advanced theory will be covered including Doppler, harmonic imaging and pulse phasing techniques. Quality assurance and hemodynamics will also be covered. Students will complete their study guides and prepare to sit for their first national registry exam, the Scientific Principals and Instrumentation exam. Hours: 3 Lecture.

## DMS 140—Patient Care and Scope of Practice (2 Credits)

**Prerequisite:** Program Chair Approval DMS 102 with a minimum grade of C

Course Fee: \$15.00

**Description:** This course further develops patient care skills and defines a sonographer's role in the healthcare team. Students learn to perform a basic patient assessment, predict and respond to barriers in patient care, provide support during invasive procedures and alternative patient positioning techniques. Hours: 2 Lecture.

## DMS 150—Introduction to Clinicals (2 Credits)

**Prerequisite:** DMS 102 with a minimum grade of C or Program Chair Approval

Course Fee: \$60.35

**Description:** This course is designed to transition students from the academic setting into the clinical setting. Students will develop skills related to interacting with clinical instructors, explore their role as a student in the clinical setting and develop strategies to take advantage of educational opportunities in the healthcare setting. Hours: 2 Lecture.

## DMS 151—Ultrasound Clinical I (13 Credits)

**Prerequisite:** DMS 150 with a minimum grade of C or Program Chair Approval

Course Fee: \$85.35

**Description:** This course is the first of a four quarter clinical internship designed to take students from scanning in the classroom to integrating themselves into an imaging department. Under the guidance of clinical instructors, students will apply their fundamental scanning, patient care and clinical skills while performing a supportive role in the imaging department.

## DMS 160—Clinical Seminar I (2 Credits)

**Prerequisite:** Acceptance into DMS program or Program Chair approval.

Course Fee: \$5.00

**Description:** In this course, students will reflect on their role in the clinical setting and educate their peers based on their own learning experiences. Presentations and discussions will be centered on identifying barriers to learning, strategies to maximize educational opportunities and discussing applications of their didactic knowledge in the clinical setting. Students will also begin to plan a continuing education seminar for the benefit of community sonographers.

Hours: 2 Lecture.

## DMS 175—DMS Orientation (2 Credits)

**Prerequisite:** Acceptance into DMS program. or Program Chair approval. ENGL& 101 with a minimum grade of C+ or ENGL& 102 with a minimum grade of C+ or ENGL 103 with a minimum grade of C+ MATH& 141 with a minimum grade of C+ CMST& 101 with a minimum grade of C+ or CMST 110 with a minimum grade of C+ or CMST& 220 with a minimum grade of C+ PHYS& 115 with a minimum grade of C+ or PHYS& 116 with a minimum grade of C+ HIT 130 with a minimum grade of C+ and BIOL& 242 with a minimum grade of C+

Course Fee: \$38.00

**Description:** This course familiarizes students with their instructors, classroom and provides a detailed overview of the expectations within the laboratory and clinical settings. Students will also complete basic healthcare certifications and instructions on how to maintain their online immunization records.

Hours: 2 Lecture.

## DMS 250—Ultrasound Clinical II (13 Credits)

**Prerequisite:** DMS 151 with a minimum grade of C and DMS 160 with a minimum grade of C  
Course Fee: \$76.75

**Description:** As the second quarter in the four quarter long clinical internship, students will further their scanning, pathologic identification and basic patient care skills. Students will be performing partial sonographic examinations under the supervision of clinical instructors and refine their communication skills with patients, families and healthcare workers.

## DMS 251—Ultrasound Clinical III (13 Credits)

**Prerequisite:** DMS 250 with a minimum grade of C or Program Chair approval.  
Course Fee: \$76.75

**Description:** This is the third quarter of the four quarter long clinical internship designed to further promote the student's development as an entry level sonographer. Students will be to independently perform basic sonographic exams and advanced patient care techniques under minimal direct supervision of clinical instructors.

## DMS 252—Ultrasound Clinical IV (13 Credits)

**Prerequisite:** DMS 251 with a minimum grade of C or Program Chair Approval  
Course Fee: \$55.00

**Description:** As the last quarter of the clinical internship, students will focusing on mastery of advanced scanning, patient care and communication techniques. Students will fully integrate themselves into the imaging department by independently performing sonographic examinations, autonomously responding to high needs patients and functioning as entry level sonographer under the observation and assistance of clinical instructors.

## DMS 260—Ultrasound Seminar and Critique II (2 Credits)

**Prerequisite:** DMS 151 with a minimum grade of C and DMS 160 with a minimum grade of C  
Course Fee: \$5.00

**Description:** In this course, students will reflect on their role in the clinical setting and educate their peers based on their own learning experiences. Presentations and discussions will be centered on analyzing barriers to learning and developing skills on how to overcome them, strategies to maximize educational opportunities and application of didactic knowledge in the clinical setting. Students will continue to plan a continuing education seminar for the benefit of community sonographers.

Hours: 2 Lecture.

## DMS 261—Ultrasound Seminar and Critique III (2 Credits)

**Prerequisite:** DMS 260 with a minimum grade of C or Program Chair approval.  
Course Fee: \$5.00

**Description:** In this course, students will reflect on their role in the clinical setting and educate their peers based on their own learning experiences. Presentations and discussions will be centered on developing strategies to overcome barriers to learning, skills to maximize educational opportunities and how the integration of didactic and clinical knowledge applies to the role of an entry level sonographer. Students will continue to plan a continuing education seminar for the benefit of community sonographers.

Hours: 2 Lecture.

## DMS 270—Sonography Registry Review (2 Credits)

**Prerequisite:** DMS 251 with a minimum grade of C or Program Chair Approval  
Course Fee: \$5.00

**Description:** This course prepares students to sit for national registry exams required by the American Registry of Diagnostic Medical Sonographers. Testing strategies, study guide development and mock exams will be used to prepare students for the Abdominal and Obstetric/Gynecology specialties.

Hours: 2 Lecture.

## DMS 299—Clinical Independent Study (3-13 Credits)

**Prerequisite:** DMS 151 with a minimum grade of C and All DMS didactic and lab coursework with a minimum grade of C

Course Fee: \$8.60

**Description:** This supplementary clinical course allows students to continue their skill development in the clinical setting.

## ECE 102—Math, Science, and Technology for Young Children (3 Credits)

Course Fee: \$8.00

**Description:** (Formerly EDP 102) This course focuses on the integration of developmentally appropriate math, science, and technology content into the early childhood classroom curriculum. The process of using inquiry tools and problem-solving strategies and focused learning centers with content embedded in all other classroom areas is explored. Examine numerous evidence-based instructional strategies for teaching young children, birth to eight years old, including those who are culturally, linguistically and ability diverse.

Hours: 3 Lecture.

## ECED& 105—Introduction to Early Childhood Education (5 Credits)

Course Fee: \$8.00

**Description:** (Formerly ECE 100) Explore the foundations of early childhood education. Examine theories defining the field, issues, trends, best practices, and program models. Observe children, professionals and programs in action.

Hours: 5 Lecture.

## ECED& 107— Health/Safety/ Nutrition (5 Credits)

Course Fee: \$8.00

**Description:** (Formerly ECE 202) Introduction to the implementation of equitable health, safety, and nutrition standards for the growing child in group care. Focus on federal Child Care Block Grant funding (CCDF) requirements, Washington State licensing, and Head Start Performance standards. Develop skills necessary to keep children health and safe, report abuse and neglect, and connect families to community resources.

Hours: 5 Lecture.

## ECED& 120—Practicum: Nurturing Relationships (2 Credits)

Course Fee: \$0.00

**Description:** (Formerly ECE 191) In an early learning setting, engage in establishing nurturing, supportive relationships with all children and professional peers. Focus on children's health and safety, promoting growth and development, and creating a culturally responsive environment.

## ECE 121—Child, Family and Community Relations I - Creating Community Among Adults in Early Care Settings (1 Credits)

**Prerequisite:**

Course Fee: \$0.00

**Description:** (Formerly EDP 121) Early care and education professionals will learn about the importance of adult relationships in child care and early learning settings.

Hours: 1 Lecture.

## ECE 122—Child, Family and Community Relations II Building a Caring Community with Children (1 Credits)

**Prerequisite:**

Course Fee: \$0.00

**Description:** (Formerly EDP 122) Caregivers will learn about concepts and the value of the caregiver-child relationship. The course will focus on care giving practices to strengthen and build skills to promote positive interactions and relationships.

Hours: 1 Lecture.

## ECE 123—Child, Family and Community Relations III Building Quality Relationships with Families (1 Credits)

**Prerequisite:**

Course Fee: \$0.00

**Description:** (Formerly EDP 123) Caregivers will explore ways to form culturally-responsive partnerships with families and parents.

Hours: 1 Lecture.

## ECE 130—Cultural Competency and Responsiveness in Early Childhood Education (2 Credits)

Course Fee: \$8.00

**Description:** (Formerly EDP 130) This course covers evidence-based practices related to providing responsive care and education in home, classroom, and community settings serving culturally, linguistically, and ability-diverse children, birth to eight-years-old, and their families. Students will be required to examine their own personal culture and to explore ways in which to become an effective teacher to each young child. Included are strategies for helping teachers, children, families, and colleagues to communicate, negotiate, and resolve dilemmas caused by cultural differences. There will be a focus on using an anti-bias approach.

Hours: 2 Lecture.



## ECED& 132—Infant/Toddler Care (3 Credits)

Course Fee: \$

**Description:** 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 retentive care.

Hours: 3 Lecture.

## ECED& 139—Administration of ECE (3 Credits)

Course Fee: \$

**Description:** Develop administrative skills required to develop, operate, manage, and improve early childhood and care programs. Acquire basic business management skills. Explore resources and supports for meeting Washington State licensing and professional NAEYC standards.

Hours: 3 Lecture.

## ECE 141—Promoting Positive Behavior I (1 Credits)

Course Fee: \$0.00

**Description:** (Formerly EDP 141) In this course students will explore social-emotional development and child guidance. The foundational aspect of building relationships with children, including those who are culturally, linguistically, and ability diverse, will be emphasized and students will examine how terminology impacts adult perspectives on child guidance. Completion of ECE-141, 142, 143 will be equivalent to ECE-140.

Hours: 1 Lecture.

## ECE 142—Promoting Positive Behavior II (1 Credits)

**Prerequisite:**

Course Fee: \$0.00

**Description:** (Formerly EDP 142) This course is an exploration of how the environment influences children's behavior. Environmental variables such as the physical and temporal aspects of the classroom, interactions, and using social-emotional teaching strategies with all children, including those who are culturally, linguistically, and ability diverse, will be addressed. Completion of ECE-141, 142, 143 will be equivalent to ECE-140.

Hours: 1 Lecture.

## ECE 143—Promoting Positive Behavior III (1 Credits)

**Prerequisite:**

Course Fee: \$0.00

**Description:** (Formerly EDP 143) In this course, students will review the foundational components of child guidance and learn about creating an individual plan for children who need extra support to function effectively in the classroom. Students will compare teacher conduct as a professional vs. a technician and address how to ensure success for each child, including those who are culturally, linguistically, and ability diverse. Completion of ECE-141, 142, 143 will be equivalent to ECE-140.

Hours: 1 Lecture.

## ECED& 160—Curriculum Development (5 Credits)

Course Fee: \$

**Description:** Investigate learning theory, program planning, tools, and methods for curriculum development that promotes language, fine/gross motor, social/emotional, cognitive, and creative skills and growth in children birth through age eight by using developmentally appropriate and culturally responsive practices.

Hours: 5 Lecture.

## ECED& 170—Learning Environments (3 Credits)

Course Fee: \$8.00

**Description:** (Formerly ECE 101) This class focuses on the adult's role in designing, evaluating, and improving indoor and outdoor environments that ensure quality learning, nurturing experiences, and optimal development of young children.

Hours: 3 Lecture.

## ECED& 180—Language and Literacy (3 Credits)

Course Fee: \$8.00

**Description:** (Formerly ECE 112) Teaching strategies for language acquisition and literacy skill development are examined at each developmental stage (birth-age eight) through the four interrelated areas of speaking, listening, writing, and reading.

Hours: 3 Lecture.

## ECED& 190—Observation and Assessment (3 Credits)

Course Fee: \$

**Description:** Collect and record observation and assessment data in order to plan for and support the child, the family, the group, and the community. Practice reflection techniques, summarizing conclusions, and communicating findings.

Hours: 3 Lecture.

## ECE 201—Effective Communication with Colleagues and Families (3 Credits)

Course Fee: \$0.00

**Description:** (Formerly EDP 204) This course teaches effective communication techniques for interacting with colleagues and families of young children, birth to eight-years-old, including those who are culturally, linguistically, and ability diverse in a variety of early childhood education settings.

Hours: 3 Lecture.

## ECE 203—Family Systems & Supports (3 Credits)

Course Fee: \$8.00

**Description:** (Formerly EDP 203) This course offers an introduction to varying family dynamics within family systems as they relate to working with young children (birth to 8 years old) and their families who are culturally, linguistically and ability diverse in community, home, and early childhood education settings. This includes describing evidence-based, supportive, and culturally responsive approaches for working collaboratively with families to address their concerns, resources, and priorities.

Hours: 3 Lecture.

## ECE 211—Administration of Early Learning Programs I - Program Administration (1 Credits)

**Prerequisite:**

Course Fee: \$0.00

**Description:** (Formerly EDP 211) This course emphasizes the technical knowledge necessary to develop and maintain a quality early care and education program. It focuses on planning, developing and managing a center; and meeting licensing, accreditation regulations and guidelines.

Hours: 1 Lecture.

## ECE 212—Administration of Early Learning Programs II - Operation of Children's Programs (1 Credits)

**Prerequisite:**

Course Fee: \$

**Description:** (Formerly EDP 212) This course focuses on the operation of children's programs in early learning centers. It addresses the grouping of children; creating developmentally appropriate curriculum that is relevant for children for birth through age eight; and implementing a food program.

Hours: 1 Lecture.



## ECE 213—Administration of Early Learning Programs III - Staffing and Professional Development (1 Credits)

**Prerequisite:**

Course Fee: \$

**Description:** (Formerly EDP 213) This course addresses staff recruitment, retention, support, and supervision which will lay a foundation for positive personnel management. Professional responsibilities such as cultural responsiveness and reflective practice are also examined.

Hours: 1 Lecture.

## ECE 290—Practicum (3 Credits)

**Prerequisite:** Instructor permission and criminal background clearances required.

Course Fee: \$8.00

**Description:** (Formerly EDP 290) This is a 99 hour, supervised classroom experience in an integrated early childhood education setting and is the capstone class for the Paraeducation program. This includes birth to eight-year-old children who are culturally, linguistically, and ability diverse in either a school and/or current work site. This practicum provides students the opportunity to demonstrate the skills and knowledge they gained in their previous early childhood education courses which must be successfully completed before taking this class. Students are expected to follow practicum expectations, procedures, responsibilities, and methods of evaluation. Criminal background clearances are required.

Hours: 0 Lecture.

## ECON& 201—Micro Economics (5 Credits)

**Prerequisite:** Completion of the Math Directed Self Placement Tool or MATH 085 with a minimum grade of C or ABE 085 with a minimum grade of C

Course Fee: \$5.00

**Description:** (Formerly ECON-201) Theory of the market systems as a method of allocating resources and distributing income and products. Analysis of current problems including government regulation, subsidies, monopoly, and taxation.

Hours: 5 Lecture.

## ECON& 202—Macro Economics (5 Credits)

**Prerequisite:** Completion of the Math Directed Self Placement Tool or MATH 085 with a minimum grade of C or ABE 085 with a minimum grade of C

Course Fee: \$8.00

**Description:** (Formerly ECON-200) History and development of the economy of the United States economy, including effects of government taxing and spending, control of the money supply, and effects of international trade.

Hours: 5 Lecture.

## EDUC& 115—Child Development (5 Credits)

**Prerequisite:** PSYC& 100

Course Fee: \$8.00

**Description:** The purpose of this course is to provide the student with an overview of the study of child development, including those children who are culturally, linguistically, and ability diverse. The scientific and theoretical approaches to studying the development of the physical, cognitive, communication, social, and emotional changes that occur from conception through adolescence and the biological and/or environmental influences that affect this development will be addressed. Materials and resources regarding communication with families, brain development, and milestones for each stage of development will also be provided. Four field observations within inclusive child care settings are required outside of class time.

Hours: 5 Lecture.

## EDUC& 130—Guiding Behavior (3 Credits)

Course Fee: \$0.00

**Description:** (Formerly ECE 140) Examine the principles and theories promoting social competence in young children and creating safe environments. Develop skills in promoting effective interactions, providing positive individual guidance, and enhancing group experiences. Completion of ECE 141, 142, 143 is equivalent to EDUC&130.

Hours: 3 Lecture.

## EDUC& 150—Child, Family, Community (3 Credits)

Course Fee: \$8.00

**Description:** 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.

Hours: 3 Lecture.

## EDUC& 204—Exceptional Child (5 Credits)

Course Fee: \$0.00

**Description:** This introductory course will address supports and services across home and community settings for culturally, linguistically, and ability diverse young children, ages birth to eight. Emphasis will be placed on identifying and using evidence-based practices for working with children with special needs and their families, and the resources and tools for navigating early intervention and special education services, including the history, legislation, policies, and competencies that guide early intervention in the State of Washington. As part of this course, 40 hours in a supervised Field Experience are required. The integration of theory and developmentally appropriate evidence-based practice will be expected. Emphasis will be placed on professional relationships, appropriate adult/child interactions, basic curriculum planning, and program routines for young children with special needs and their families. A criminal background check is required.

Hours: 4.2 Lecture. 0 Lab.

## EDUC& 205—Introduction to Education w/ Field Experience (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C

Course Fee: \$0.00

**Description:** (Formerly EDUC-201) Designed for students who are considering teaching as a profession, the course will examine historical and philosophical foundations of American education, learning theories, contemporary students, and curriculum development. The course will also explore the social, political, cultural, and economic pressures that influence current issues and trends in education. . Includes a required field experience in a public school K-12 setting (40 hours) that provides students opportunities to observe and reflect upon today's classrooms, students, and teachers.

Hours: 4.3 Lecture.

## EDUC 220—Diversity in Education (5 Credits)

**Prerequisite:**

Course Fee: \$0.00

**Description:** Examination of the relationship of cultural values to the formation of the child's self-concept and learning styles. Examination of the role of prejudice, stereotyping and cultural incompatibilities in education. Emphasis on preparing future teachers to offer an equal educational opportunity to children of all socioeconomic and cultural groups, as well as inclusion of exceptional children. (Multicultural Course)

Hours: 5 Lecture.

## EMC 110—Emergency Medical Technician Basic (10 Credits)

**Prerequisite:** MATH 075 with a minimum grade of C or Accuplacer assessment exam showing placement in MATH 085 or higher, and Accuplacer assessment exam showing placement in ENG 085 or higher

**Corequisite:** EMC 111

Course Fee: \$100.00

**Description:** Upon completion of this course, students are prepared to fulfill state and/or National Registry requirements for certification as an EMT-Basic, the entry level position in EMS for pre-hospital care providers. EMT-Bs provide basic life support and transportation for victims of illness and injury. Includes 121 hours of lecture and practical class-work time, and some clinical observation. Class also meets a portion of the prerequisites for the Paramedic program. Program adheres to the U.S. Department of Transportation guidelines and the Washington State Department of Social and Health Services standards.

Hours: 10 Lecture. 0 Lab.

## EMC 111—Emergency Medical Technician Lab (2 Credits)

**Corequisite:** EMC 110

Course Fee: \$100.00

**Description:** Laboratory Section for the EMT Basic

Hours: 2 Lab.

## EMC 112—Emergency Medical Technician Recertification (4 Credits)

**Prerequisite:** Current state, county, or National Registry EMT-Basic Certification and Program Chair permission.

Course Fee: \$419.10

**Description:** For the currently certified EMT-Basic who needs to fulfill state, county, and/or National Registry requirements for recertification.

Hours: 3 Lecture. 1 Lab.

## EMC 116—Introduction to Emergency Medical Care (4 Credits)

**Prerequisite:** Acceptance into the Paramedic program.

Course Fee: \$50.00

**Description:** EMC introduces the concept of pre-hospital care. Fundamental principles of the practice are presented in this hybrid course, i.e., medical ethics, role & responsibilities, critical thinking, medical math, and health and wellness.

Hours: 4 Lecture.

## EMC 117—Prehospital Emergency Pharmacology (3 Credits)

Course Fee: \$50.00

**Description:** Course relating between specific emergencies to the types of medications used for treatment. Includes classifications, actions, indications, administration and dosages, as well as side effects of each medication used in pre-hospital treatment of medical and traumatic injuries. In addition students will learn common prescription medications found in the home.

Hours: 3 Lecture.

## EMC 118—Human Body Systems (3 Credits)

Course Fee: \$50.00

**Description:** Review of Anatomy and Physiology, Patho-physiology and Life Span Development.

Hours: 3 Lecture.

## EMC 120—Paramedic I (12 Credits)

**Prerequisite:** Acceptance into the Paramedic Certificate Program.

Course Fee: \$48.80

**Description:** The first of three courses for the education of prehospital advanced life support paramedic personnel. Advanced concepts and skills in patient Assessment, airway management, shock management and I. V. therapy, pharmacology and drug administration, Advanced Cardiac Life Support (ACLS) provider course included.

Hours: 10 Lecture. 2 Lab.

## EMC 121—Paramedic II (12 Credits)

**Prerequisite:** EMC 120 and EMC 130

Course Fee: \$48.80

**Description:** Second in the three quarter paramedic course. Covers Assessment and management of the trauma victim; soft tissue injuries; respiratory emergencies; musculoskeletal injuries; medical, pediatric, psychiatric, obstetric and geriatric, toxic, allergic, environmental and mass casualty emergencies, . Pre-hospital trauma life support (PHTLS-Provider) as well as the PALS provider course included.

Hours: 10 Lecture. 2 Lab.

## EMC 122—Paramedic III (5 Credits)

**Prerequisite:** EMC 121 and EMC 131

Course Fee: \$48.80

**Description:** Third in three quarter series reviewing the entire didactic content as applied to case studies. Requires extensive application of the material covered in EMC 120 and EMC 121.

Hours: 3 Lecture. 2 Lab.

## EMC 130—Paramedic Clinical I (4 Credits)

**Prerequisite:** Acceptance into the Paramedic Certificate Program

Course Fee: \$75.00

**Description:** First-quarter clinical and infield experience for paramedic students taken in conjunction with EMC 120. Includes clinical experience in hospital and infield experience.

## EMC 131—Paramedic Clinical II (7 Credits)

**Prerequisite:** EMC 120 and EMC 130

Course Fee: \$50.00

**Description:** Second-quarter clinical and field experience for Paramedic students taken in conjunction with EMC 121. Students will have assigned clinical and infield rotations.

## EMC 132—Paramedic Clinical III (9 Credits)

**Prerequisite:** EMC 121 and EMC 131

Course Fee: \$50.00

**Description:** Continuation of EMC-131. Emphasis is on clinical and extensive in-field experience. Third quarter clinical and in-field experience for paramedic students includes specified hospital assignments and extensive in-field experience.

## EMC 140—Supplemental Education for EMC Programs I (1-10 Credits)

**Prerequisite:** Recommendation of County Medical Director and instructor permission.

Course Fee: \$12.80

**Description:** This course offers individualized didactic instruction to assist previously educated and/or certified personnel in meeting state, county, local or national certification or recertification requirements.

Hours: 1-10 Lecture.

## EMC 150—Supplemental Education for EMC Programs II (1-10 Credits)

**Prerequisite:** Recommendation of County Medical Director and instructor permission.  
Course Fee: \$37.00

**Description:** This course offers individualized clinical instruction to assist previously educated and/or certified personnel in meeting state, county, local or national certification or recertification requirements.  
Hours: 1-10 Lecture.

## EMC 200—Contemporary Issues in Pre-hospital Care (2 Credits)

**Prerequisite:** Certified Paramedic or instructor permission.  
Course Fee: \$5.00

**Description:** This is a dynamic course that focuses on the various components of quality EMS. The course utilizes assorted current readings in conjunction with small group work that promotes critical thinking and a global understanding of what comprises state of the art out-of-hospital care.  
Hours: 2 Lecture.

## EMC 218—Basic Electrocardiography (4 Credits)

**Prerequisite:** EMC 116 and EMC 117 and EMC 118  
**Corequisite:** EMC 130 and EMC 225 and EMC 230  
Course Fee: \$50.00

**Description:** Fundamentals of electrocardiography and interpretation of normal and abnormal ECG patterns. Normal and abnormal wave patterns, presentation, and treatment of common cardiac diseases.  
Hours: 4 Lecture.

## EMC 219—Advanced Electrocardiography (2 Credits)

**Prerequisite:** EMC 218 with a minimum grade of C and EMC 230 with a minimum grade of C and EMC 130 and EMC 225

**Corequisite:** EMC 131 and EMC 220 and EMC 226 and EMC 231  
Course Fee: \$50.00

**Description:** Building upon basic ECG knowledge, this course advances into 12-lead ECG interpretation and pre-hospital treatment. Focusing on signs and symptoms of ischemia or infarction, axis deviation, and other ECG anomalies, students learn about various treatment modalities.  
Hours: 2 Lecture.

## EMC 220—Management of Traumatic Injuries and Special Populations (2 Credits)

**Prerequisite:** EMC 218 with a minimum grade of C and EMC 230 with a minimum grade of C and EMC 130 and EMC 225

**Corequisite:** EMC 131 and EMC 219 and EMC 226 and EMC 231  
Course Fee: \$50.00

**Description:** Assessment and management of traumatic injuries and special populations.  
Hours: 2 Lecture.

## EMC 225—Paramedic Skills Lab I (3 Credits)

**Prerequisite:** EMC 116 and EMC 117 and EMC 118

**Corequisite:** EMC 130 and EMC 218 and EMC 230  
Course Fee: \$50.00

**Description:** The first of three courses, reviews EMT level skills and introduces the advanced paramedic skills. Students learn safe and effective skills performance and begin to integrate assessment, management and skills performance into simulated patient scenarios.  
Hours: 3 Lab.

## EMC 226—Paramedic Skills Lab II (3 Credits)

**Prerequisite:** EMC 218 with a minimum grade of C and EMC 230 with a minimum grade of C and EMC 130 and EMC 225

**Corequisite:** EMC 131 and EMC 219 and EMC 220 and EMC 231

Course Fee: \$50.00

**Description:** The second course in the series continues the development of advanced level skills proficiency. Students integrate knowledge of specific patient complaints with assessment and management skills.

Hours: 3 Lab.

## EMC 227—Paramedic Skills Lab III (3 Credits)

**Prerequisite:** EMC 219 with a minimum grade of C and EMC 220 with a minimum grade of C and EMC 231 with a minimum grade of C and EMC 131 and EMC 226

**Corequisite:** EMC 132 and EMC 232 and EMC 240

Course Fee: \$50.00

**Description:** The third course in the series of advanced level skills development. Students demonstrate proficiency and prepare for the paramedic credentialing exam.

Hours: 3 Lab.

## EMC 230—Medical Emergencies I (6 Credits)

**Prerequisite:** EMC 116 and EMC 117 and EMC 118

**Corequisite:** EMC 130 and EMC 218 and EMC 225

Course Fee: \$50.00

**Description:** The first in a series of three courses addressing the epidemiology and pathophysiology of various respiratory and cardiac medical complaints. Students will learn to integrate assessment findings with the formulation of a treatment plan for the acute illness.

Hours: 6 Lecture.

## EMC 231—Medical Emergencies II (3 Credits)

**Prerequisite:** EMC 218 with a minimum grade of C and EMC 230 with a minimum grade of C and EMC 130 and EMC 225

**Corequisite:** EMC 131 and EMC 219 and EMC 220 and EMC 226

Course Fee: \$50.00

**Description:** A continuation of the series of three courses addressing epidemiology, and pathophysiology of various medical and trauma complaints. Students will learn to integrate patient assessment and diagnostic findings with the formulation of a treatment plan for acute illness and injury.

Hours: 3 Lecture.

## EMC 232—Medical Emergencies III (3 Credits)

**Prerequisite:** EMC 219 with a minimum grade of C and EMC 220 with a minimum grade of C and EMC 231 with a minimum grade of C and EMC 131 and EMC 226

**Corequisite:** EMC 132 and EMC 227 and EMC 240

Course Fee: \$50.00

**Description:** The conclusion of the sequence in medical emergencies where the epidemiology, pathophysiology, diagnostic and assessment findings are integrated to form a treatment plan for acute illness or injury in the emergency setting. This course will also include considerations for special patient populations as well as EMS operations.

Hours: 3 Lecture.



## EMC 240—Paramedic Crisis Resource Management (2 Credits)

**Prerequisite:** EMC 219 with a minimum grade of C and EMC 220 with a minimum grade of C and EMC 231 with a minimum grade of C and EMC 131 and EMC 226

**Corequisite:** EMC 132 and EMC 227 and EMC 232

Course Fee: \$50.00

**Description:** This course addresses the human factors contributing to EMS scene management. Focusing on human error, perception modalities, emotion, cognitive attention, working in a healthcare environment challenges, crisis communication, on-scene management, and coping with stress.

Hours: 2 Lecture.

## ENGR& 114—Engineering Graphics (5 Credits)

**Prerequisite:** Math at the 100 level with a minimum grade of C (may be taken concurrently).

Course Fee: \$12.00

**Description:** (Formerly ENGR-123) An introduction to Computer Aided Design (CAD) using software based on parametric solid modeling. Students will use the software to create virtual models, show the models in various projections and views, manage the associated computer files, and produce engineering drawings. The course includes the engineering graphics topics of three-dimensional visualization, sketching, displaying solid objects in two-dimensional views, dimensioning, and reading engineering drawings.

Hours: 5 Lecture.

## ENGR 170—Introduction to Materials Science (5 Credits)

**Prerequisite:** CHEM& 162 (may be taken concurrently) and MATH& 141

Course Fee: \$16.00

**Description:** Fundamental principles of structures and properties of materials used in engineering practice. Topics covered in this course include structures-properties relationship, imperfections of materials, diffusion, phase equilibrium and transformation, and application and processing of materials in engineering practice. Metal, ceramics, polymeric, and composite materials. Mechanical, chemical, and electrical properties of materials.

Hours: 5 Lecture.

## ENGR& 204—Electrical Circuits (6 Credits)

**Prerequisite:** MATH 238 or concurrent enrollment and PHYS& 222

Course Fee: \$22.00

**Description:** An introduction to electrical engineering through basic circuit and system concepts. Topics include: resistors, sources, capacitors, inductors, operational amplifiers, node and mesh analysis, Thevenin and Norton equivalents, RLC circuits, phasors and steady state power in AC transmission. Solution of first and second order linear differential equations associated with basic circuit forms will be used. Laboratory activities illustrate principles explored in lecture.

Hours: 5 Lecture. 1 Lab.

## ENGR& 214—Statics (5 Credits)

**Prerequisite:** PHYS& 221 and MATH& 153

Course Fee: \$7.00

**Description:** (Formerly ENGR-210) Scalar and vector analysis of two, and three-dimensional static structures. Topics include: vector notation, equilibrium, moments, couples, distributed loads, resultants, trusses, frames and machines, center of mass, inertia, shear and bending moment diagrams, and friction. Includes a team project.

Hours: 5 Lecture.

## ENGR& 215—Dynamics (5 Credits)

**Prerequisite:** ENGR& 214 and MATH& 153  
Course Fee: \$8.00

**Description:** (Formerly ENGR-230) Dynamics of particles and rigid bodies, using the vector notation. Topics covered in this course include: kinematics, kinetics, rectangular coordinates, normal and tangent coordinates, polar coordinates, curvilinear motion, work, energy, impulse, momentum, impact, steady mass flow, rotation, absolute motion and relative motion. Includes design project.  
Hours: 5 Lecture.

## ENGR& 224—Engineering Thermodynamics (5 Credits)

**Prerequisite:** PHYS& 221 and MATH& 152 and CHEM& 161  
Course Fee: \$0.00

**Description:** (Formerly ENGR-260) Introduction to principles of thermodynamics from a predominantly macroscopic point of view. Development of the basic laws of thermodynamics and their application to energy transformation and state changes in engineering problems. Topics include work, heat, energy, entropy, specific heat, open and closed system analysis, and applications to devices and systems. Simple power and refrigeration cycles, including Carnot, Otto, Diesel, Brayton and Rankine are introduced.  
Hours: 5 Lecture.

## ENGR& 225—Mechanics of Materials (5 Credits)

**Prerequisite:** MATH& 153 and ENGR& 214  
Course Fee: \$20.00

**Description:** (Formerly ENGR-220) An introduction to the concepts of stress, strain, deformation, and failure theory in solid materials. Applies mechanics of materials concepts to structural and machine elements in tension, compression, bending, and torsion. Topics include deformation of members, Poisson's ratio, stress concentrations, thermal stress, statically indeterminate techniques, flexure formula, shear formula, stress transformation, Mohr's circle, strain gauges, deflections, and columns. Includes a design project.  
Hours: 5 Lecture.

## ENGR 240—Applied Numerical Methods (5 Credits)

**Prerequisite:** MATH& 153  
**Recommended Preparation:** MATH 220 and CS 120 or previous programming experience  
Course Fee: \$22.00

**Description:** Numerical solutions to problems in engineering and science using modern scientific computing tools. Application of mathematical judgment in selecting computational algorithms and communicating results. Introduction to MATLAB programming for numerical computation.  
Hours: 5 Lecture.

## ENGR 299—Independent Study (2-5 Credits)

**Prerequisite:** instructor permission.  
Course Fee: \$  
**Description:** Independent design, observation, analysis, and reporting of an engineering project or topic.  
Hours: 1-5 Lecture.



## ENGL/ 085—Academic Reading and Writing I: Foundations (7-10 Credits)

**Prerequisite:** EAP 155 with a minimum grade of C and EAP 159 with a minimum grade of C or Assessment into ENGL/ 085

Course Fee: \$10.00

**Description:** A pre-college course that integrates basic reading, critical thinking, and writing, using materials that present a variety of perspectives from across the curriculum. This course prepares students for entry into English 095. Course work emphasizes applying the reading and writing process in various contexts both inside and outside the classroom, developing information literacy, communicating a critical awareness of the relationship between power and literacy, identifying and interpreting relationships to text, self and community, and navigating complex reading in multiple situations, disciplines, and text. Classes may be offered in an e-learning format.

Hours: 7-10 Lecture.

## ENGL/ 095—Academic Reading and Writing II: Threshold (7-10 Credits)

**Prerequisite:** EAP 154 with a minimum grade of C or (EAP 155 with a minimum grade of C and EAP 159 with a minimum grade of C) or ENGL/ 085 with a minimum grade of C or equivalent or ABE 074 with a minimum grade of C or ABE 075 with a minimum grade of C or ABE 077 with a minimum grade of C or ABE 078 with a minimum grade of C or ABE 079 with a minimum grade of C

Course Fee: \$10.00

**Description:** A pre-college course that integrates reading, critical thinking, and writing, using materials that present a variety of perspectives from across the curriculum. This course prepares students for entrance into ENGL&101 and other college-level courses. Course work focuses on emphasizing the reading and writing process in various contexts as well as research, both inside and outside the classroom, developing information literacy, communicating a critical awareness of the relationship between power and literacy, identifying and interpreting relationships to text, self and community, and navigating complex reading in multiple situations, disciplines, and text. Students will use technology to complete informal and formal writing assignments. Classes may be offered in an e-learning format.

Hours: 7-10 Lecture.

## ENGL& 101—English Composition I (5 Credits)

**Prerequisite:** Completion of the English Directed Self Placement Tool or appropriate placement.

Course Fee: \$5.00

**Description:** (Previously ENGL-101) Study and application of the principles of college writing. Students read, analyze, and write expository, descriptive, and argumentative essays, as well as learn to develop ideas fully, organize them effectively, and express them clearly. ENGL 101 readings focus on the essay. This course may not be taken "S/U."

Hours: 5 Lecture.

## ENGL& 102—Composition II: Argument and Persuasion (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C

Course Fee: \$5.00

**Description:** (Formerly ENGL-102) The application and further development of writing principles covered in ENGL&-101. ENGL&-102 is a composition course designed to develop the student's ability to write sound and cogent arguments in several academic disciplines. Course work focuses on strategies for developing convincing evidence, with emphasis on critical thinking and library research skills. This course may not be taken S/U.  
Hours: 5 Lecture.

## ENGL 103—Composition III: Writing about Literature (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C

Course Fee: \$5.00

**Description:** The application and further development of writing principles covered in ENGL&-101. The writing - primarily analytical - is based on the reading and discussion of literature. This course may not be taken S/U.  
Hours: 5 Lecture.

## ENGL 180—Una Voce Workshop (2 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C

Course Fee: \$5.00

**Description:** Una Voce Workshop provides practical, hands-on experience at every stage of the production of a magazine: solicitation of essays, selection of submissions, arrangement of submissions, writing of introductions, proofreading, and publication.  
Hours: 2 Lecture.

## ENGL& 235—Technical Writing (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C

Course Fee: \$0.00

**Description:** (Formerly ENGR-231) A practical course in organizing, developing and writing technical information, including reports. Attention given to organizational patterns and report formats common to scientific and technical disciplines and technical writing conventions, including headings, illustrations, style and tone.  
Hours: 5 Lecture.

## ENGL& 235—Technical Writing (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C

Course Fee: \$0.00

**Description:** (Formerly ENGR-231) A practical course in organizing, developing and writing technical information, including reports. Attention given to organizational patterns and report formats common to scientific and technical disciplines and technical writing conventions, including headings, illustrations, style and tone.  
Hours: 5 Lecture.

## ENGL 301—Professional Writing and Communication in Healthcare (5 Credits)

**Prerequisite:** Admission into a BAS Program or Instructor Permission and ENGL& 101 with a minimum grade of C

Course Fee: \$0.00

**Description:** This course will focus on professional writing in a diverse work environment. Students will explore persuasive, informative, and culturally relevant writing that utilizes research and supporting evidence. Course content includes the analysis and writing of workplace communications that will integrate text and visuals to convey complex information.  
Hours: 5 Lecture.

## ENGL 178—Trillium Production Workshop (2 Credits)

**Prerequisite:** Instructor permission.

Course Fee: \$20.00

**Description:** (Formerly ENGL 179) Course covers the basics of editing, design, and production of a literary magazine offering practical hands-on experience.

Hours: 2 Lecture.

## ENGL& 220—Introduction to Shakespeare (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C

Course Fee: \$5.00

**Description:** (Formerly ENGL-250) Introduction to Shakespeare through a study of several of his tragedies, histories, comedies, and sonnets. (Writing-Intensive Course)

Hours: 5 Lecture.

## ENGL& 226—British Literature I (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C

Course Fee: \$0.00

**Description:** (Formerly ENGL 264) Survey of British literature from its beginnings to the Renaissance up to 1600 examining the following literary periods or genres: Old English, Middle English and the English Renaissance. Writers may include Chaucer, Malory, Milton, Jonson, and Shakespeare. Writing assignments—primarily analytical—are based on the reading, research and discussion of literature. (Writing-Intensive Course)

Hours: 5 Lecture.

## ENGL& 227—British Literature II (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C

Course Fee: \$5.00

**Description:** (Formerly ENGL 265) Survey of British literature from 1600 to 1780 examining the following literary periods or genres: Elizabethan Age, Neoclassical Period, Restoration Period, Age of Sensibility and early Romanticism. Writers may include Sidney, Raleigh, Bacon, Blake, Dryden, Locke, Pope, Johnson, Fielding, and Donne. Writing assignments—primarily analytical—are based on the reading, research and discussion of literature. (Multicultural & Writing-Intensive Course)

Hours: 5 Lecture.

## ENGL 234—Introduction to Mythology and Folk Stories (5 Credits)

**Prerequisite:** ENGL/095 with a minimum grade "C" or equivalent

Course Fee: \$5.00

**Description:** A comparative study of myths and folklore throughout the world. Emphasis is on the commonality of concerns and values expressed by both western and non-western cultures and on the literary value of myths and folklore. (Multicultural & Writing-Intensive Course)

Hours: 5 Lecture.

## ENGL 242—Contemporary Non-Western Literature (5 Credits)

**Prerequisite:** ENGL/ 095 with a minimum grade of C or equivalent

Course Fee: \$5.00

**Description:** A survey of contemporary non-Western literature. Various cultural and historical themes will be studied from quarter to quarter. (Multicultural & Writing-Intensive Course)

Hours: 5 Lecture.

## ENGL& 244—American Literature I (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C or equivalent

Course Fee: \$5.00

**Description:** (Formerly ENGL-267) Survey of American literature from the beginnings through the Civil War. (Multicultural & Writing-Intensive Course)

Hours: 5 Lecture.

## ENGL& 245—American Literature II (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C or equivalent

Course Fee: \$5.00

**Description:** (Formerly ENGL 268) Survey of American literature from the Civil War to the eve of World War I examining the current literary periods or genres: Slave and Abolition narratives, Transcendentalism, Pastoral Tradition, Naturalism, Early Feminism, American Gothic, Expressionism, and Romanticism. Writing assignments—primarily analytical—are based on the reading, research and discussion of literature. (Multicultural & Writing-Intensive Course)

Hours: 5 Lecture.

## ENGL& 246—American Literature III (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C or equivalent

Course Fee: \$5.00

**Description:** (Formerly ENGL 269) Survey of American literature from 1910-1960 examining the current literary periods: Imagism, Confessional Poetry, Beat Generation, Lost Generation, Southern Renaissance, Harlem Renaissance, Modernism, Post-Modernism, and Metafiction. Writing assignments—primarily analytical—are based on the reading, research and discussion of literature. (Multicultural & Writing-Intensive Course)

Hours: 5 Lecture.

## ENGL 261—The Bible as Literature (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C

Course Fee: \$5.00

**Description:** The Bible as Literature examines the Bible, both the Hebrew Bible and the Christian Testament, as a collection of literary works. Students learn to recognize plot, theme, character, setting, style, and figurative language and to consider the interaction of those elements. They also learn about the history of the composition, transmission, and translation of the works. There is emphasis on the original cultural context of the stories and on the ways they have been revised and reinterpreted in other cultures. The purpose of the course is not to supplant the Bible as a religious text, but to enhance each student's appreciation of the Bible regardless of his or her religious convictions. (Multicultural & Writing-Intensive Course)

Hours: 5 Lecture.

## ENGL 262—Children's Literature (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C

Course Fee: \$5.00

**Description:** Children's Literature is the study of classic and contemporary fiction and poetry for children, from the early reading levels through high school. Although the course is intended for students who plan to become teachers, it is open to all students who meet the prerequisites. Students examine and critique a variety of works on the basis of the elements of literature, such as plot, character, theme, setting, and style. They research the historical contexts of the works. They present their critiques and findings in written form, along with specific suggestions for teaching the works. (Multicultural & Writing-Intensive Course)

Hours: 5 Lecture.

## ENGL 271—Contemporary American Fiction (5 Credits)

**Prerequisite:** ENGL/ 095 with a minimum grade of C or equivalent

Course Fee: \$5.00

**Description:** Study of American fiction written since 1960 with an emphasis on the major writers and themes of contemporary fiction.(Multicultural & Writing-Intensive Course)  
Hours: 5 Lecture.

## ENGL 276—Creative Writing - Fiction (3 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C

Course Fee: \$5.00

**Description:** A workshop for the writing of fiction (short story, novel), with particular attention to techniques used by contemporary authors. Course is flexible to meet needs of individual students. Performance/skills course. (Writing-Intensive Course)  
Hours: 2 Lecture. 1 Lab.

## ENGL 278—Creative Writing - Poetry (2 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C

Course Fee: \$5.00

**Description:** A workshop for the writing of poetry, and the study and analysis of poetry techniques. Course is flexible to meet the needs of the individual students and may be repeated. Performance/skills course. (Writing-Intensive Course)  
Hours: 1 Lecture. 1 Lab.

## ENGL 279—Creative Writing - Poetry workshop (2 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C

Course Fee: \$0.00

**Description:** A workshop for the writing of poetry, and the study and analysis of poetry techniques. Instruction is flexible to meet the needs of individual students. (Writing-Intensive Course)  
Hours: 2 Lecture.

## ENGL 280—Literatures of Diversity (5 Credits)

**Prerequisite:** ENGL/ 095 with a minimum grade of C or equivalent

Course Fee: \$5.00

**Description:** An introduction to the literatures of various cultures. Includes a study of historical and cultural context within which the literature evolved. Various single authors or a combination of authors will be studied from quarter to quarter. May be taken twice as cultures or authors covered are different each offering. (Multicultural & Writing-Intensive Course)  
Hours: 5 Lecture.

## ENGL 299—Independent Study (1-5 Credits)

**Prerequisite:** Permission from program chair.

Course Fee: \$0.00

**Description:** Individual study, project-oriented. Professor permission required.  
Hours: 1-5 Lecture.

## EAP 013—Integrated EAP-Beginning (10-15 Credits)

**Prerequisite:** EAP placement test

Course Fee: \$10.00

**Description:** Beginning-level contextualized reading, writing, grammar, listening, and speaking class for English language learners. Students learn basic reading, spelling, and sentence structure, and are introduced to the writing process.  
Hours: 10-15 Lecture. 0 Lab.

## EAP 013—Integrated EAP-Beginning (10-15 Credits)

**Prerequisite:** Completion of the EAP Directed Self Placement tool and writing sample.

Course Fee: \$10.00

**Description:** Beginning-level contextualized reading, writing, grammar, listening, and speaking class for English language learners. Students learn basic reading, spelling, and sentence structure, and are introduced to the writing process.  
Hours: 10-15 Lecture. 0 Lab.

## EAP 014—Integrated EAP- High Beginning (10-15 Credits)

**Prerequisite:** EAP 013 with a minimum grade of C or EAP placement test

Course Fee: \$10.00

**Description:** High beginning-level contextualized reading, writing, grammar, listening, and speaking class for English language learners. Students learn the basics of sentence structure and the writing process. Reading and grammar activities provide support for the writing projects and develop students' reading comprehension and vocabulary as they progress from writing simple sentences to single narrative paragraphs.

Hours: 10-15 Lecture.

## EAP 014—Integrated EAP- High Beginning (10-15 Credits)

**Prerequisite:** EAP 013 with a minimum grade of C or Completion of the EAP Directed Self Placement tool and writing sample.

Course Fee: \$10.00

**Description:** High beginning-level contextualized reading, writing, grammar, listening, and speaking class for English language learners. Students learn the basics of sentence structure and the writing process. Reading and grammar activities provide support for the writing projects and develop students' reading comprehension and vocabulary as they progress from writing simple sentences to single narrative paragraphs.

Hours: 10-15 Lecture.

## EAP 015—Integrated EAP- Intermediate (10-15 Credits)

**Prerequisite:** EAP 014 with a minimum grade of C or EAP placement test

Course Fee: \$

**Description:** Intermediate-level contextualized reading, writing, grammar, listening, and speaking class for English language learners. Students are introduced to the writing process as they progress from sentences to one-paragraph compositions. Reading assignments provide support for the writing projects while improving students' reading comprehension, speed and vocabulary.

Hours: 10-15 Lecture.

## EAP 015—Integrated EAP- Intermediate (10-15 Credits)

**Prerequisite:** EAP 014 with a minimum grade of C or Completion of the EAP Directed Self Placement tool and writing sample.

Course Fee: \$

**Description:** Intermediate-level contextualized reading, writing, grammar, listening, and speaking class for English language learners. Students are introduced to the writing process as they progress from sentences to one-paragraph compositions. Reading assignments provide support for the writing projects while improving students' reading comprehension, speed and vocabulary.

Hours: 10-15 Lecture.

## EAP 016—Integrated EAP- High Intermediate (10-15 Credits)

**Prerequisite:** EAP 015 with a minimum grade of C or EAP placement test

Course Fee: \$

**Description:** High intermediate-level contextualized reading, writing, grammar, listening, and speaking class for English language learners. Students practice the writing process of short narrative, descriptive, and summary compositions. Grammar and mechanics are practiced in the context of writing assignments. Reading lessons support writing activities and build reading comprehension, retention, and vocabulary.

Hours: 10-15 Lecture.

## EAP 016—Integrated EAP- High Intermediate (10-15 Credits)

**Prerequisite:** EAP 015 with a minimum grade of C or Completion of the EAP Directed Self Placement tool and writing sample.

Course Fee: \$

**Description:** High intermediate-level contextualized reading, writing, grammar, listening, and speaking class for English language learners. Students practice the writing process of short narrative, descriptive, and summary compositions. Grammar and mechanics are practiced in the context of writing assignments. Reading lessons support writing activities and build reading comprehension, retention, and vocabulary.

Hours: 10-15 Lecture.



## EAP 017—Integrated EAP-Advanced (10-15 Credits)

**Prerequisite:** EAP 016 with a minimum grade of C or EAP placement test

Course Fee: \$

**Description:** An advanced contextualized reading, writing, grammar, speaking, and listening class for English language learners which introduces the skills necessary for college success. Coursework moves from one-paragraph to multiple-paragraph compositions, focusing on the writing process for persuasive, descriptive, narrative, and expository essays while also working on sentence-level patterns. Readings provide background for compositions and build students' vocabulary, comprehension, and retention.

Hours: 10-15 Lecture.

## EAP 018—Integrated EAP-High Advanced (10-15 Credits)

**Prerequisite:** EAP 017 or EAP placement test

Course Fee: \$

**Description:** High advanced-level contextualized reading, writing, grammar, listening, and speaking class for English language learners which helps build the skills necessary for success in college courses. Coursework focuses on increasing reading speed, comprehension, and retention; and gaining mastery of the essay writing process and editing/polishing skills.

Hours: 10-15 Lecture.

## EAP 087—Level 3 Reading/Writing/Grammar (10 Credits)

**Prerequisite:** EAP 096 with a minimum grade of C or EAP placement exam

Course Fee: \$10.00

**Description:** EAP 087 synthesizes skills taught in EAP 97 and EAP 93 in the context of a variety of introductory-level transfer or professional/technical courses, introducing students to the reading and writing skills necessary for college success. Coursework focuses on the writing process of short narrative and descriptive compositions. Grammar and mechanics are practiced in the context of writing assignments. Reading lessons support writing activities and build reading comprehension, retention, and vocabulary.

Hours: 10 Lecture.

## EAP 088—Introduction to Pronunciation and Conversation (3 Credits)

**Prerequisite:** EAP placement exam

Course Fee: \$5.00

**Description:** An introductory-level course in conversation and pronunciation for entry-level non-native speakers of English. Students are introduced to the pronunciation of basic English sounds and intonation patterns, contextualized and practiced in short-simple conversations.

Hours: 3 Lecture. 0 Lab.

## EAP 088—Introduction to Pronunciation and Conversation (3 Credits)

**Prerequisite:** Completion of the EAP Directed Self Placement tool and writing sample.

Course Fee: \$5.00

**Description:** An introductory-level course in conversation and pronunciation for entry-level non-native speakers of English. Students are introduced to the pronunciation of basic English sounds and intonation patterns, contextualized and practiced in short-simple conversations.

Hours: 3 Lecture. 0 Lab.

## EAP 089—Pronunciation and Conversation I (3 Credits)

**Prerequisite:** EAP placement exam.

Course Fee: \$5.00

**Description:** A beginning-level course in conversation and pronunciation for non-native speakers of English. Students are introduced to the pronunciation of specific English sounds and basic intonation patterns, contextualized and practiced in conversation.

Hours: 3 Lecture.

## EAP 089—Pronunciation and Conversation I (3 Credits)

**Prerequisite:** EAP 088 with a minimum grade of C or Completion of the EAP Directed Self Placement tool and writing sample.

Course Fee: \$5.00

**Description:** A beginning-level course in conversation and pronunciation for non-native speakers of English. Students are introduced to the pronunciation of specific English sounds and basic intonation patterns, contextualized and practiced in conversation.

Hours: 3 Lecture.

## EAP 090—Pronunciation and Conversation II (2 Credits)

**Prerequisite:** EAP 089 with a minimum grade of C or EAP placement exam.

Course Fee: \$5.00

**Description:** A course in pronunciation and conversation for non-native speakers of English at the advanced-beginning or low-intermediate level. While developing conversational fluency, students improve their pronunciation of both the specific sounds and the intonation patterns of English. Some practice in note-taking is also included.

Hours: 2 Lecture.

## EAP 090—Pronunciation and Conversation II (2 Credits)

**Prerequisite:** EAP 089 with a minimum grade of C or Completion of the EAP Directed Self Placement tool and writing sample.

Course Fee: \$5.00

**Description:** A course in pronunciation and conversation for non-native speakers of English at the advanced-beginning or low-intermediate level. While developing conversational fluency, students improve their pronunciation of both the specific sounds and the intonation patterns of English. Some practice in note-taking is also included.

Hours: 2 Lecture.

## EAP 091—Grammar and Speaking I (5 Credits)

**Prerequisite:** EAP placement exam. EAP 013 with a minimum grade of C

Course Fee: \$5.00

**Description:** The first in a series of five grammar and speaking courses for nonnative speakers of English. The course is designed to introduce students to basic English grammar and speaking skills.

Hours: 5 Lecture.

## EAP 091—Grammar and Speaking I (5 Credits)

**Prerequisite:** EAP placement exam. EAP 013 with a minimum grade of C

Course Fee: \$5.00

**Description:** The first in a series of five grammar and speaking courses for nonnative speakers of English. The course is designed to introduce students to basic English grammar and speaking skills.

Hours: 5 Lecture.



## EAP 092—Grammar and Speaking II (5 Credits)

**Prerequisite:** EAP 014 with a minimum grade of C or EAP placement exam

Course Fee: \$5.00

**Description:** The second in a series of five grammar and speaking courses for non-native speakers of English at the advanced-beginner level. This course is designed to give students a strong grammatical basis in English and to improve their speaking and listening skills. At least one oral report is required.

Hours: 5 Lecture.

## EAP 092—Grammar and Speaking II (5 Credits)

**Prerequisite:** EAP 014 with a minimum grade of C or EAP placement exam

Course Fee: \$5.00

**Description:** The second in a series of five grammar and speaking courses for non-native speakers of English at the advanced-beginner level. This course is designed to give students a strong grammatical basis in English and to improve their speaking and listening skills. At least one oral report is required.

Hours: 5 Lecture.

## EAP 093—Grammar and Speaking III (5 Credits)

**Prerequisite:** EAP 092 with a minimum grade of C or EAP placement exam.

Course Fee: \$5.00

**Description:** The third in a series of five grammar and speaking classes for non-native speakers of English at the low-intermediate level. The focus is on grammar usage with work on the comprehension of spoken English.

Hours: 5 Lecture.

## EAP 093—Grammar and Speaking III (5 Credits)

**Prerequisite:** EAP 092 with a minimum grade of C or EAP placement exam.

Course Fee: \$5.00

**Description:** The third in a series of five grammar and speaking classes for non-native speakers of English at the low-intermediate level. The focus is on grammar usage with work on the comprehension of spoken English.

Hours: 5 Lecture.

## EAP 094—Grammar and Speaking IV (5 Credits)

**Prerequisite:** EAP 093 with a minimum grade of C or EAP placement exam.

Course Fee: \$5.00

**Description:** The fourth in a series of five grammar and speaking classes for non-native speakers of English at the high intermediate level. The class focuses on grammar plus classroom discussion and reports.

Hours: 5 Lecture.

## EAP 096—Reading and Writing II (10 Credits)

**Prerequisite:** EAP 014 with a minimum grade of C or EAP placement exam.

Course Fee: \$10.00

**Description:** The second in a series of five reading and writing courses for non-native speakers of English. Students are introduced to the writing process as they progress from sentences to one-paragraph compositions. Reading assignments provide support for the writing projects while improving students' reading comprehension, speed and vocabulary.

Hours: 10 Lecture.

## EAP 096—Reading and Writing II (10 Credits)

**Prerequisite:** EAP 014 with a minimum grade of C or EAP placement exam.

Course Fee: \$10.00

**Description:** The second in a series of five reading and writing courses for non-native speakers of English. Students are introduced to the writing process as they progress from sentences to one-paragraph compositions. Reading assignments provide support for the writing projects while improving students' reading comprehension, speed and vocabulary. Hours: 10 Lecture.

## EAP 097—Reading and Writing III (10 Credits)

**Prerequisite:** EAP 096 with a minimum grade of C or EAP placement exam.

Course Fee: \$10.00

**Description:** The third in a series of five reading and writing courses for non-native speakers of English. Students practice the writing process of short narrative, descriptive and summary compositions. Grammar and mechanics are practiced in the context of writing assignments. Reading lessons support writing activities and build reading comprehension, retention, and vocabulary. Hours: 10 Lecture.

## EAP 097—Reading and Writing III (10 Credits)

**Prerequisite:** EAP 096 with a minimum grade of C or EAP placement exam.

Course Fee: \$10.00

**Description:** The third in a series of five reading and writing courses for non-native speakers of English. Students practice the writing process of short narrative, descriptive and summary compositions. Grammar and mechanics are practiced in the context of writing assignments. Reading lessons support writing activities and build reading comprehension, retention, and vocabulary. Hours: 10 Lecture.

## EAP 098— Reading and Writing IV (8 Credits)

**Prerequisite:** EAP 097 with a minimum grade of C or EAP placement exam.

Course Fee: \$8.00

**Description:** The fourth in a series of five reading and writing courses for non-native speakers of English. Students progress from one-paragraph to multiple-paragraph compositions, focusing on the writing process for persuasive, descriptive, narrative, and expository essays. Readings provide background for compositions while building students' vocabulary, comprehension, and retention. Hours: 8 Lecture.

## EAP 098— Reading and Writing IV (8 Credits)

**Prerequisite:** EAP 097 with a minimum grade of C or EAP placement exam.

Course Fee: \$8.00

**Description:** The fourth in a series of five reading and writing courses for non-native speakers of English. Students progress from one-paragraph to multiple-paragraph compositions, focusing on the writing process for persuasive, descriptive, narrative, and expository essays. Readings provide background for compositions while building students' vocabulary, comprehension, and retention. Hours: 8 Lecture.

## EAP 099—High Intermediate EAP Composition and Reading (10 Credits)

**Prerequisite:** EAP placement exam or EAP 097 with a minimum grade of C and EAP 093 with a minimum grade of C

Course Fee: \$5.00

**Description:** EAP 99 synthesizes skills taught in EAP 98 and 94 in the context of a variety of introductory-level transfer or professional/technical courses, introducing students to the reading and writing skills necessary for college success. Coursework moves from one-paragraph to multiple-paragraph compositions, focusing on the writing process for persuasive, descriptive, narrative, and expository essays while also working on sentence-level issues. Readings provide background for compositions; support learning in the content course; and build students' vocabulary, comprehension, and retention.

Hours: 10 Lecture.

## EAP 099—High Intermediate EAP Composition and Reading (10 Credits)

**Prerequisite:** EAP 016 with a minimum grade of C or Completion of the EAP Directed Self Placement tool and writing sample.

Course Fee: \$5.00

**Description:** EAP 99 synthesizes skills taught in EAP 98 and 94 in the context of a variety of introductory-level transfer or professional/technical courses, introducing students to the reading and writing skills necessary for college success. Coursework moves from one-paragraph to multiple-paragraph compositions, focusing on the writing process for persuasive, descriptive, narrative, and expository essays while also working on sentence-level issues. Readings provide background for compositions; support learning in the content course; and build students' vocabulary, comprehension, and retention.

Hours: 10 Lecture.

## EAP 100—Special Programs Reading/Writing I (5 Credits)

**Prerequisite:** Membership in an approved Study Abroad program.

Course Fee: \$5.00

**Description:** A high-intermediate reading and writing course for students in special short-term Study Abroad programs. Students practice the writing process of short narrative, descriptive, and summary compositions. Grammar and mechanics are practiced in the context of writing assignments. Reading lessons support writing activities and build reading comprehension, retention, and vocabulary.

Hours: 5 Lecture.

## EAP 100—Special Programs Reading/Writing I (5 Credits)

**Prerequisite:** Membership in an approved Study Abroad program.

Course Fee: \$5.00

**Description:** A high-intermediate reading and writing course for students in special short-term Study Abroad programs. Students practice the writing process of short narrative, descriptive, and summary compositions. Grammar and mechanics are practiced in the context of writing assignments. Reading lessons support writing activities and build reading comprehension, retention, and vocabulary.

Hours: 5 Lecture.

## EAP 101—Special Programs Reading/Writing II (5 Credits)

**Prerequisite:** Membership in an approved Study Abroad program and EAP 100

Course Fee: \$5.00

**Description:** An advanced reading and writing course for non-native English speaking students in special short-term Study Abroad programs. Designed to prepare advanced students for humanities or social sciences classes with native speakers. Focuses on multiple-page essays, stressing revising and polishing skills. Reading provides background for the writing component, with emphasis on comprehension, speed, retention, and vocabulary.

Hours: 5 Lecture.

## EAP 154—Advanced Composition and Reading (10 Credits)

**Prerequisite:** EAP 099 with a minimum grade of C or Completion of the EAP Directed Self Placement tool and writing sample.

Course Fee: \$0.00

**Description:** EAP-154 synthesizes skills taught in EAP-155 and EAP-159 in the context of a variety of transfer or professional technical courses, helping students build the reading and writing skills necessary for success in these courses. Course work focuses on increasing reading speed, comprehension, and retention; and gaining mastery of the essay writing process and editing/polishing skills.

Hours: 10 Lecture.

## EAP 154—Advanced Composition and Reading (10 Credits)

**Prerequisite:** EAP 099 with a minimum grade of C or Completion of the EAP Directed Self Placement tool and writing sample.

Course Fee: \$0.00

**Description:** EAP-154 synthesizes skills taught in EAP-155 and EAP-159 in the context of a variety of transfer or professional technical courses, helping students build the reading and writing skills necessary for success in these courses. Course work focuses on increasing reading speed, comprehension, and retention; and gaining mastery of the essay writing process and editing/polishing skills.

Hours: 10 Lecture.

## EAP 155—Grammar and Speaking V (5 Credits)

**Prerequisite:** EAP 094 with a minimum grade of C or EAP placement exam.

Course Fee: \$5.00

**Description:** The last in a series of five grammar and speaking courses for non-native speakers of English at the advanced level. The course focuses on areas of English grammar that present difficulties to advanced students of the language; aural comprehension, speaking skills, and vocabulary development are also included.

Hours: 5 Lecture.

## EAP 159—Reading and Writing V (7 Credits)

**Prerequisite:** EAP 098 with a minimum grade of C or EAP placement exam.

Course Fee: \$7.00

**Description:** The last in a series of five reading and writing courses for non-native English speakers, designed to prepare advanced students for composition classes with native speakers. Focuses on multiple-paragraph essays, stressing revising and polishing skills. Readings provide background for the writing component, with emphasis on comprehension, speed, retention, and vocabulary.

Hours: 7 Lecture.

## EAP 160—Advanced Writing (5 Credits)

**Prerequisite:** EAP 155 with a minimum grade of C or EAP placement exam.

Course Fee: \$5.00

**Description:** An advanced writing course for non-native speakers of English. The course focuses on assessment and improvement of sentence structure and writing style, allowing students to edit their own writing in order to improve accuracy, variety, and sophistication of sentences and paragraphs.

Hours: 5 Lecture.

## EAP 162—Advanced Reading (5 Credits)

**Prerequisite:** EAP 159 with a minimum grade of C or EAP placement exam.

Course Fee: \$5.00

**Description:** An advanced course in reading for non-native speakers of English. The course focuses on reading skills including finding main ideas and details, looking at patterns of organization and transitions, and developing vocabulary.

Hours: 5 Lecture.

### EAP 190—American Culture and Conversation--High Intermed. (3 Credits)

**Prerequisite:** EAP 093 with a minimum grade of C or EAP 090 with a minimum grade of C or Placement by EAP Placement exam

Course Fee: \$5.00

**Description:** A course in conversational English focused on contemporary American culture for non-native speakers of English at the high-intermediate level. Students explore current issues in American life through readings, videos, and conversation.

Hours: 3 Lecture.

### EAP 190—American Culture and Conversation--High Intermed. (3 Credits)

**Prerequisite:** EAP 090 with a minimum grade of C or Completion of the EAP Directed Self Placement tool and writing sample.

Course Fee: \$5.00

**Description:** A course in conversational English focused on contemporary American culture for non-native speakers of English at the high-intermediate level. Students explore current issues in American life through readings, videos, and conversation.

Hours: 3 Lecture.

### EAP 191—Pronunciation and Conversation III (2 Credits)

**Prerequisite:** EAP 090 with a minimum grade of C and EAP 093 with a minimum grade of C or Placement by EAP placement exam.

Course Fee: \$5.00

**Description:** Instruction and practice in recognition and production of individual phonemes of American English and of word accent and intonation levels at the high intermediate level. Students participate in a variety of speech activities: speech giving, poetry reading, role playing, debating.

Hours: 2 Lecture.

### EAP 191—Pronunciation and Conversation III (2 Credits)

**Prerequisite:** EAP 090 with a minimum grade of C or Completion of the EAP Directed Self Placement tool and writing sample.

Course Fee: \$5.00

**Description:** Instruction and practice in recognition and production of individual phonemes of American English and of word accent and intonation levels at the high intermediate level. Students participate in a variety of speech activities: speech giving, poetry reading, role playing, debating.

Hours: 2 Lecture.

### EAP 192—The American Accent (3 Credits)

**Prerequisite:** EAP 094 with a minimum grade of C or EAP placement exam at EAP 155 level or higher.

Course Fee: \$5.00

**Description:** A course in reducing accent-related errors in spoken American English. Students target the individual challenges they face in making their speech comprehensible to native listeners. Through voice recordings of readings and conversations, instructor modeling, and pronunciation practice, students learn to modify their accent to conform to standard American English speech patterns.

Hours: 3 Lecture.

### EAP 193—Pronunciation and Conversation IV - Advanced (2 Credits)

**Prerequisite:** EAP 191 with a minimum grade of C or Instructor Permission

Course Fee: \$0.00

**Description:** An advanced course in English pronunciation and conversation for nonnative speakers of English. Students practice recognition and pronunciation of individual phonemes of American English as well as word stress and sentence-level intonation patterns. This course includes a variety of speech activities such as speech giving, debating, role playing, and individual and panel presentations.

Hours: 2 Lecture.

### EAP 193—Pronunciation and Conversation IV - Advanced (2 Credits)

**Prerequisite:** EAP 090 with a minimum grade of C or Completion of the EAP Directed Self Placement tool and writing sample.

Course Fee: \$0.00

**Description:** An advanced course in English pronunciation and conversation for nonnative speakers of English. Students practice recognition and pronunciation of individual phonemes of American English as well as word stress and sentence-level intonation patterns. This course includes a variety of speech activities such as speech giving, debating, role playing, and individual and panel presentations.

Hours: 2 Lecture.

### EAP 194—American Culture and Conversation II - Advanced (3 Credits)

**Prerequisite:** EAP 190 with a minimum grade of C or Instructor permission

Course Fee: \$0.00

**Description:** A course in conversational English focused on contemporary American culture for nonnative speakers of English at the advanced level. Students explore current issues in American life through readings, videos, conversation, and interviews.

Hours: 3 Lecture.

### EAP 194—American Culture and Conversation II - Advanced (3 Credits)

**Prerequisite:** EAP 090 with a minimum grade of C or Completion of the EAP Directed Self Placement tool and writing sample.

Course Fee: \$0.00

**Description:** A course in conversational English focused on contemporary American culture for nonnative speakers of English at the advanced level. Students explore current issues in American life through readings, videos, conversation, and interviews.

Hours: 3 Lecture.

### ENVS& 101—Introduction to Environmental Science (5 Credits)

**Recommended Preparation:** Proficiency in Algebra.

Course Fee: \$22.00

**Description:** (Formerly ENVSC-106) An interdisciplinary science course for both non-science majors and beginning science students. Topics such as overpopulation, energy, biodiversity, climate change, and pollution are covered. Underlying scientific principles are identified and related to relevant global, national and local perspectives. Laboratories and field trips included.

Hours: 4 Lecture. 1 Lab.

### ENVS 105—Climate Change (5 Credits)

**Recommended Preparation:** Proficiency in Algebra.

Course Fee: \$20.00

**Description:** An interdisciplinary science course for both non-science majors and interested science students. Topics include carbon cycling, ocean acidification, paleoclimate, future climate predictions, and climate adaptation and mitigation strategies. Scientific aspects of the climate system are identified and related to relevant global, national and local perspectives. Laboratories and field trips included.

Hours: 4 Lecture. 1 Lab.

### ENVS 179—Special Topics in Environmental Science (2 Credits)

**Recommended Preparation:** Proficiency in Algebra.

Course Fee: \$8.00

**Description:** Specific environmental topics will be explored using a variety of methods which may include seminars, lectures, research projects, presentations, laboratory experiments, field work, and all-day or overnight field trips depending on the quarter offered. Topics for any one quarter may include biodiversity, toxins and human health, invasive species, water quality, climate change etc.

Hours: 2 Lecture.



## ENVS 210—Maps, GIS and the Environment (5 Credits)

**Recommended Preparation:** Proficiency in Algebra.

Course Fee: \$27.00

**Description:** Introduces students to the elements of geographic information systems (GIS) including cartography, data structure, map overlays, and spatial analysis. Applications of GIS to environmental issues relating to hydrology and watershed management, soil science, land-use planning, and conservation are explored in a hands-on style, incorporating both field activities and GIS software. This course is the same course as GEOG 210. Students may receive credit for either ENVSC 210 or GEOG 210 but not both. Laboratories and field trips included. Hours: 4 Lecture. 1 Lab.

## FRSH 070—Reading and Writing for the Sciences: Health Science (5-10 Credits)

**Prerequisite:** ABE 071 with a minimum grade of C or ABE 072 with a minimum grade of C or ABE 073 with a minimum grade of C or ABE 074 with a minimum grade of C or ABE 075 with a minimum grade of C or ABE 077 with a minimum grade of C or ABE 078 with a minimum grade of C or ABE 079 with a minimum grade of C or Minimum CASAS reading score of 211 or Minimum writing sample score of 3

Course Fee: \$10.00

**Description:** This theme based English course integrates reading, writing, listening, speaking, and critical thinking skills around assignments and activities focusing on health science. Possible topics include: nutrition; stress management; fitness; disease prevention and control; drug addiction and recovery; growth and development; and the impacts of environmental, family and cultural factors on health. Laboratories are included. This competency based class allows students to work at their own pace, exit at a level appropriate to demonstrated skills and knowledge, and earn possible high school completion Science, Lab Science, Contemporary World Issues, Health, English, and/or elective credits. Hours: 5-10 Lecture. 0 Lab.

## FRSH 072—Reading and Writing for Social Studies: Washington State History (5-10 Credits)

**Prerequisite:** Minimum CASAS score of 211 or Minimum writing sample score of 3

Course Fee: \$

**Description:** This theme based English course integrates reading, writing, listening, speaking, and critical thinking skills around assignments and activities focusing on Washington State History through multicultural perspectives. Students will examine Washington's social, cultural, economic, geographical and political history as well as explore current State issues. This competency based class allows students to work at their own pace, exit at a level appropriate to demonstrated skills and knowledge, and earn possible high school completion Social Studies (WA State History and/or Government and Civics), English, and/or elective credits.

Hours: 5-10 Lecture.

## FRSH 073—R/W for Social Studies:Contemporary World Issues (5-10 Credits)

**Prerequisite:** Minimum CASAS score of 211 or Minimum writing sample score of 3

Course Fee: \$

**Description:** This theme based English course integrates reading, writing, listening, speaking, and critical thinking skills around assignments and activities focusing on contemporary world issues. Students will examine diverse societies from around the world and explore the major issues that affect our ability to connect and thrive as a global community. Possible topics include: homelessness, poverty, immigration, human rights, and social and economic inequities. This competency based class allows students to work at their own pace, exit at a level appropriate to demonstrated skills and knowledge, and earn possible high school completion Social Studies (Contemporary World Issues), English, and/or elective credits. Hours: 5-10 Lecture.

## FRSH 075—Reading and Writing for Social Studies: US History (5-10 Credits)

**Prerequisite:** Minimum CASAS score of 227 or Minimum writing sample score of 4

Course Fee: \$

**Description:** This theme based English course integrates reading, writing, listening, speaking, and critical thinking skills around assignments and activities focusing on United States History through multicultural perspectives. The course includes social and political history and geography providing students with a broad view of America's past and present. Possible course topics include: African-American history, immigrants, women's studies, Native American history, Civil Rights, and major turning points in US history. This competency based class allows students to work at their own pace, exit at a level appropriate to demonstrated skills and knowledge, and earn possible high school completion English, Social Studies (US History and/or Government and Civics), and/or elective credits.

Hours: 5-10 Lecture.

## FRSH 077—Reading and Writing for the Sciences: Environmental Science (5-10 Credits)

**Prerequisite:** Minimum CASAS reading score of 227 or Minimum writing sample score of 4

Course Fee: \$

**Description:** This theme based English course integrates reading, writing, listening, speaking, and critical thinking skills around assignments and activities focusing on Environmental Science. Topics include population, ecology, climate change, sustainability and pollution. Students will specifically focus on environmental issues related to the Pacific Northwest. Laboratories and field trips are included. This competency based class allows students to work at their own pace, exit at a level appropriate to demonstrated skills and knowledge, and earn possible high school completion English, Lab Science, Science, Contemporary World Issues and/or elective credits.

Hours: 5-10 Lecture.

## FRSH 078—R/W for Social Studies:Contemporary World Issues 2 (5-10 Credits)

**Prerequisite:** Minimum CASAS reading score of 227 or Minimum writing sample score of 4

Course Fee: \$

**Description:** This theme based English course integrates reading, writing, listening, speaking, and critical thinking skills around assignments and activities focusing on World Cultures. Using a comparative approach, students will examine societies from around the world to explore the patterns of human life in areas such as adaptation, economics, family, political organization, healing, and religion as well as explore current issues impacting those societies. By examining different peoples through a cultural anthropologic lens, students will develop a better understanding of the unity and the diversity of humankind. This competency based class allows students to work at their own pace, exit at a level appropriate to demonstrated skills and knowledge, and earn possible high school completion English, Social Studies (Contemporary World Issues)and/or elective credits.

Hours: 5-10 Lecture.

## FRSH 082—Applied Math I (5 Credits)

**Prerequisite:** CASAS score of 201-220 as a prerequisite.

Course Fee: \$

**Description:** Students will read, write and interpret basic mathematical information using whole numbers, fractions, benchmark percents, and decimals. Students will be introduced to basic patterns, data, algebraic concepts, measurement, geometry and computational skills to solve 1-2 step contextualized real life word problems.

Hours: 5 Lecture.



## FRSH 083—Applied Math II (5 Credits)

**Prerequisite:** FRSH 082 or ABE 082 with a minimum grade of C or CASAS score of 221-229  
Course Fee: \$

**Description:** Students will read, write and interpret mathematical information by applying the operations of whole numbers and extending skills in fractions, decimals and percents. Students will use basic patterns and algebraic thinking including evaluating algebraic expressions and one-two step equations. This course will integrate real life geometry skills including area, perimeter, volume, lines, angles and polygons. Students will interpret contextualized line, bar and circle graphs and measures of central tendency.  
Hours: 5 Lecture.

## FRSH 084—Pre-Algebra (5 Credits)

**Prerequisite:** FRSH 083 or ABE 083 with a minimum grade of C or CASAS score of 230-235  
Course Fee: \$

**Description:** Students will read, write and interpret mathematical information by extending previous knowledge of whole numbers, fractions, decimals and percents in an algebraic context. Students will apply ratios and proportions to algebraic word problems. Students will extend algebraic thinking including signed numbers, order of operations, evaluating algebraic expressions and solving one-three step equations. This course will integrate real life geometry skills including area, perimeter, volume, lines, angles, Pythagorean Theorem, circles, cylinders and polygons by applying algebraic formulas.  
Hours: 5 Lecture.

## FRSH 094—Academic Reading and Writing II: Threshold (5-10 Credits)

**Prerequisite:** ABE 074 with a minimum grade of C or ABE 075 with a minimum grade of C or ABE 077 with a minimum grade of C or ABE 078 with a minimum grade of C or ABE 079 with a minimum grade of C or ENGL/ 085 with a minimum grade of C or Placement in ENGL/ 095  
Course Fee: \$

**Description:** An integrated pre-college course designed to improve the student's reading and writing ability for entrance into ENGL& 101. Course work focuses on critical reading and analytical writing in response to readings, with an emphasis on organization, unity, coherence, and adequate development; an introduction to expository essays; and a review of the rules and conventions of standard written English. Essay and research writing is included. This is a preparatory class for college success with reading emphasis on text analysis for structure, inferring meaning, critical thinking, and vocabulary development. Introduction to literary devices is included.  
Hours: 5-10 Lecture.

## FRSH 100—Pathways to College Success (5 Credits)

Course Fee: \$

**Description:** This course is designed as an introduction to college for students entering the Fresh Start program. Its purpose is to prepare students to meet the demands of college, understand the expectations of instructors, develop social skills, and improve life management techniques in order to increase their success once they transition into regular TCC courses. Topics will include goal setting, time management, values identification, conflict management, problem solving, and resource identification.  
Hours: 5 Lecture.

## GEOG 205—Physical Geography (5 Credits)

**Recommended Preparation:** Proficiency in Algebra.

Course Fee: \$0.00

**Description:** Study of the formation and evolution of the physical features of the earth, including the atmosphere, climate, and weather; rocks, minerals, vegetation, and soils; erosion and modification of the earth's surfaces; and human impact and modification. Laboratory included.

Hours: 4 Lecture. 1 Lab.

## GEOG 210—Maps, GIS and the Environment (5 Credits)

**Recommended Preparation:** Proficiency in Algebra.

Course Fee: \$22.00

**Description:** Introduces students to the elements of geographic information systems (GIS) including cartography, data structure, map overlays, and spatial analysis. Applications of GIS to environmental issues relating to hydrology and watershed management, soil science, land-use planning, and conservation are explored in a hands-on style, incorporating both field activities and GIS software. This course is the same course as ENVSC 210. Students may receive credit for either GEOG 210 or ENVSC 210 but not both. Laboratories and field trips included.

Hours: 4 Lecture. 1 Lab.

## GEOL& 101—Introduction to Physical Geology (5 Credits)

**Recommended Preparation:** Proficiency in Algebra.

Course Fee: \$22.00

**Description:** (Formerly GEOL-101) Introduces students to the materials and landscapes of the earth and the diverse geological processes that produce and change them. Subjects include rock formation, volcanoes, glaciers, rivers, and earthquakes. The laboratory includes various activities such as studying rock and mineral specimens, and local field trips.

Hours: 4 Lecture. 1 Lab.

## GEOL 108—Fossils and the History of Life (5 Credits)

**Recommended Preparation:** Proficiency in Algebra.

Course Fee: \$22.00

**Description:** Introduction to the geological and biological processes and events that generated the amazing record of life on earth. Topics include plate tectonics, rocks, fossilization processes, principles of evolution, and a survey of the history of life. Lab includes studying rock and fossil specimens and involves field trips. This course is the same as BIOL 105. Students may receive credit for either GEOL 108 or BIOL 105 but not both.

Hours: 4 Lecture. 1 Lab.

## GEOL 125—Geology in the Field (5-12 Credits)

**Recommended Preparation:** Proficiency in Algebra.

Course Fee: \$19.00

**Description:** An intensive course in introductory geology, covering the fundamental principles of physical geology and an introduction to field methods. Extended field trip required. Exact itinerary varies quarterly. Laboratory included.

Hours: 3-8 Lecture. 2-4 Lab.

## GEOL 179—Special Topics in Geology (1-5 Credits)

Course Fee: \$25.00

**Description:** These are seminars designed to provide geology students with the opportunity to study selected geologic topics and techniques. Topics and/or techniques covered will generally be determined by the instructor but may also reflect the expressed need or interest of students in the earth science program. The seminars will be comprised of lecture, laboratory and fieldtrip activities in varying proportions depending on the specific topic and needs of participating students.

Hours: 1-5 Lecture.

## GEOL& 208—Geology of the Pacific Northwest (5 Credits)

**Recommended Preparation:** Proficiency in Algebra.

Course Fee: \$0.00

**Description:** (Formerly GEOL-208) Study of the geologic history of the Pacific Northwest. Emphasis on both the role of plate tectonics in assembling the region as well as how surface processes such as rivers and volcanism have shaped the landscapes of the area. Field trips required. Laboratory included.

Hours: 4 Lecture. 1 Lab.

## GEOL 299—Independent Study in Geology (1-5 Credits)

**Prerequisite:** Instructor permission

Course Fee: \$

**Description:** Independent study of selected geologic topics.

Hours: 1-5 Lecture.

## HIM 290—Introduction to Medical Coding (5 Credits)

**Prerequisite:** BIOL& 175 with a minimum grade of C and HIT 105 with a minimum grade of C or Instructor Permission

Course Fee: \$5.00

**Description:** This course introduces the basic principles of diagnostic and procedural medical coding including official guidelines, rules and regulations. Applicable revenue cycle processes and ethical standards of practice will also be discussed.

Hours: 5 Lecture.

## HIM 295—Computer Concepts for Health Information (2 Credits)

**Prerequisite:** Admission to HIM BAS program - Instructor Permission

Course Fee: \$5.00

**Description:** This course introduces computer concepts and technologies in the healthcare industry related to systems, control units, and data storage.

Hours: 2 Lecture.

## HIM 299—Individual Study in HIM (1-6 Credits)

**Prerequisite:** Instructor permission.

Course Fee: \$0.00

**Description:** Individual study of an aspect of HIM in accordance with the interest and ability of the student and the approval of the instructor. Credits to be arranged on the basis of the nature and extent of the project undertaken.

Hours: 1-6 Lecture.

## HIM 301—Foundations in Health Information (5 Credits)

**Prerequisite:** Acceptance into the HIM BAS Program - Instructor Permission Only

Course Fee: \$119.50

**Description:** This course covers foundational Health Information concepts related to healthcare delivery in the United States. Students will be introduced to health record content, health information access and protection, record storage, retention, and destruction, legal principles related to health information, revenue cycle management, and regulatory and legislative initiatives that affect healthcare.

Hours: 5 Lecture.

## HIM 315—Health Law (3 Credits)

**Prerequisite:** Acceptance into the HIM BAS Program. Instructor Permission Only

Course Fee: \$96.00

**Description:** This course will cover the legal system, laws, policies, and external forces that affect the U.S. healthcare system. Students will investigate the impact of policy on health, ethical standards of practice, and compliance.

Hours: 3 Lecture.

## HIM 320—Information Protection (3 Credits)

**Prerequisite:** Acceptance into the HIM BAS Program - Instructor Permission Only  
Course Fee: \$0.00

**Description:** This course covers health information protection, access, use, disclosure, and compliance. Topics to include HIPAA privacy and security standards, confidentiality, protected health information, and applicable laws, regulations and policies. Students will gain knowledge of the legal and ethical implications of information protection.

Hours: 3 Lecture.

## HIM 325—Health Data Structure & Quality (5 Credits)

**Prerequisite:** Acceptance into the HIM BAS program – Instructor Permission Only  
Course Fee: \$5.00

**Description:** This course will examine how internal and external forces affect health data, structure, and quality. Primary concepts covered include information governance and management, data structures, data integrity, standards, and compliance.

Hours: 5 Lecture.

## HIM 330—Classifications and Coding (5 Credits)

**Prerequisite:** Acceptance into the HIM BAS Program - Instructor Permission Only  
Course Fee: \$0.00

**Description:** This course covers concepts related to healthcare revenue cycle management processes including classification systems and terminologies, clinical coding, chargemaster, billing, reimbursement, compliance, and auditing.

Hours: 5 Lecture.

## HIM 335—Organizational Management in Healthcare (5 Credits)

**Prerequisite:** Acceptance into the HIM BAS program – Instructor Permission Only  
Course Fee: \$35.00

**Description:** This course will cover organizational and change management principles, human resource management strategies, strategic planning, and financial management processes. Students will explore performance improvement concepts and the development of inclusive practices which embrace cultural diversity and enhance equitable outcomes.

Hours: 5 Lecture.

## HIM 415—Foundations of Data, Data Analytics and Data Visualization (5 Credits)

**Prerequisite:** Acceptance into the HIM BAS program – Instructor Permission Only  
Course Fee: \$

**Description:** This class focuses on data use, analytics, and informatics concepts. Students will learn the building blocks of extracting and analyzing data using MS Excel, graphical user interface, structured query language (SQL), and data visualizations.

Hours: 5 Lecture.

## HIM 425—Information Governance (5 Credits)

**Prerequisite:** Acceptance into the HIM BAS program – Instructor Permission Only  
Course Fee: \$

**Description:** This course will focus on the management and governance of health data including data integrity, integration and standardization. Students will evaluate organizational strategies to support the management of information associated with treatment, payment and operations as well as regulatory, legal, risk, and environmental compliance requirements.

Hours: 5 Lecture.

## HIM 435—Revenue Cycle Management (5 Credits)

**Prerequisite:** Acceptance into the HIM BAS program – Instructor Permission Only  
Course Fee: \$

**Description:** This course will cover an in depth analysis of revenue cycle and reimbursement methodologies. Students will learn how to develop and implement healthcare finance and reimbursement processes. Topics include clinical documentation integrity, claims management, casemix management, fraud detection, auditing and monitoring, and compliance.

Hours: 5 Lecture.

## HIM 440—Organizational Management in Healthcare (5 Credits)

**Prerequisite:** Acceptance into the HIM BAS Program - Instructor Permission Only  
Course Fee: \$15.00

**Description:** This course covers the foundational tools to effectively create and implement organizational management policies and procedures in a healthcare environment  
Hours: 5 Lecture.

## HIM 445—Applied Data, Data Analytics and Data Visualization (5 Credits)

**Prerequisite:** Acceptance into the HIM BAS program – Instructor Permission Only  
Course Fee: \$

**Description:** This course will focus on the practice of data extraction, preparation, analysis and visualization for decision making. Students will utilize data tools and apply techniques to analyze clinical data and identify trends.  
Hours: 5 Lecture.

## HIM 450—HIM Professional Practice Experience (3 Credits)

**Prerequisite:** HIM 310 with a minimum grade of C HIM 320 with a minimum grade of C HIM 330 with a minimum grade of C HIM 340 with a minimum grade of C HIM 350 with a minimum grade of C HIM 410 with a minimum grade of C HIM 420 with a minimum grade of C HIM 430 with a minimum grade of C HIM 440 with a minimum grade of C or Concurrent enrollment  
Course Fee: \$15.00

**Description:** This course covers an environmental scan of emerging issues and trends in the HIM field. Students will focus on individualized projects that showcase their knowledge. All students will be paired with local health care institutions that will provide students with the opportunity to reinforce their competencies and skills sets.

## HIM 455—HIM Capstone (2 Credits)

**Prerequisite:** HIM 310 with a minimum grade of C HIM 320 with a minimum grade of C HIM 330 with a minimum grade of C HIM 340 with a minimum grade of C HIM 350 with a minimum grade of C HIM 410 with a minimum grade of C HIM 420 with a minimum grade of C HIM 430 with a minimum grade of C HIM 440 with a minimum grade of C or Concurrent enrollment  
Course Fee: \$15.00

**Description:** This course includes the creation of a culminating project focused at educating the public on current issues surrounding health information management.  
Hours: 2 Lab.

## HIM 465—Health Compliance (5 Credits)

**Prerequisite:** Acceptance into the HIM BAS program – Instructor Permission Only  
Course Fee: \$

**Description:** This course will focus on organizational compliance related to regulation and external forces that impact health information and quality of care. Students will evaluate and manage standards, policies and procedures, quality improvement, and risk management processes.  
Hours: 5 Lecture.

## HIM 475—Leadership in Healthcare (5 Credits)

**Prerequisite:** Acceptance into the HIM BAS program – Instructor Permission Only  
Course Fee: \$

**Description:** This course will focus on executive leadership skills such as interprofessional communication, strategic management, project management, performance improvement, and ethical standards of behavior.

Hours: 5 Lecture.

## HIM 485—Capstone/Internship (5 Credits)

**Prerequisite:** Acceptance into the HIM BAS program – Instructor Permission Only HIM 301 with a minimum grade of C and HIM 315 with a minimum grade of C and HIM 320 with a minimum grade of C and HIM 325 with a minimum grade of C and HIM 330 with a minimum grade of C and HIM 335 with a minimum grade of C and HIM 415 with a minimum grade of C and HIM 425 with a minimum grade of C and HIM 435 with a minimum grade of C and HIM 445 with a minimum grade of C and HIM 465 with a minimum grade of C

Course Fee: \$

**Description:** This course includes the creation of a culminating capstone project and internship to be completed in collaboration with a local health organization that will showcase the students' mastery of HIM domains. Additionally, each student will write and present research findings and present prepare for the RHIA exam.

Hours: 2 Lecture.

## HIT 105—Comprehensive Medical Terminology (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C

**Recommended Preparation:** BIOL& 175 with a minimum grade of C

Course Fee: \$8.40

**Description:** (Formerly HIM 105) This course covers the comprehensive study of roots, prefixes, suffixes, principles of word building, study of diagnostic, operative, and symptomatic terms of body systems with an emphasis on accurate spelling and pronunciation of all medical terms; study of medical abbreviations, eponyms, clinical laboratory and radiology terminology. Introduction to common diseases and pharmacology also included. This course is intended for Health Information Technology students. Taking both HIM 130 and HIM 131 or HIT 130/131 is equivalent to HIT 105.

Hours: 5 Lecture.

## HIT 105—Comprehensive Medical Terminology (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C

Course Fee: \$8.40

**Description:** This course covers the comprehensive study of roots, prefixes, suffixes, principles of word building, study of diagnostic, operative, and symptomatic terms of body systems, medical abbreviations, selected eponyms, and clinical laboratory and radiology terminology. The following body systems will be covered: musculoskeletal, respiratory, cardiovascular, integumentary, gastroenterology, neurology, urinary, male reproductive, gynecology, and obstetrics. An emphasis will be placed on accurate spelling and pronunciation of all medical terms. Note: Completion of both HIT 130 and HIT 131 is equivalent to HIT 105

Hours: 5 Lecture.



## HIT 120—Information Protection (3 Credits)

**Prerequisite:** Acceptance into HIT AAS degree program or Instructor Permission and ENGL& 101 with a minimum grade of C and BIOL& 175 with a minimum grade of C and MATH& 146 with a minimum grade of C and HIT 105 with a minimum grade of C

Course Fee: \$

**Description:** This course discusses the access, use, disclosure, privacy, and security of health information with an emphasis on compliance with the Health Insurance Portability and Accountability Act (HIPAA), and the health information life cycle.

Hours: 3 Lecture.

## HIT 125—Record Content and Standards I (5 Credits)

**Prerequisite:** Acceptance into HIT AAS Degree Program OR Instructor Permission and ENGL& 101 with a minimum grade of C and MATH& 146 with a minimum grade of C and BIOL& 175 with a minimum grade of C and HIT 105 with a minimum grade of C

Course Fee: \$15.00

**Description:** This course discusses health record content across the continuum of care, the health information life cycle, how classification systems, clinical vocabularies, and medical nomenclatures are used in healthcare, and HIM department policies and procedures. Insight will be gained into various stakeholders of the U.S. Healthcare System, external forces that impact healthcare, legislation and accreditation standards that impact health records, and organizational strategies to support healthcare environments.

Hours: 5 Lecture.

## HIT 126—Health Information Technologies (5 Credits)

**Prerequisite:** Acceptance into HIT AAS degree program OR Instructor Permission and ENGL& 101 with a minimum grade of C and BIOL& 175 with a minimum grade of C and MATH& 146 with a minimum grade of C and HIT 105 with a minimum grade of C

Course Fee: \$15.00

**Description:** This course will cover health information management technologies, healthcare information systems, and processes and strategies for managing data and data integrity. Students will be introduced to health information exchange, interoperability and consumer engagement activities.

Hours: 5 Lecture. 0 Lab.

## HIT 130—Medical Terminology I (3 Credits)

**Prerequisite:** ENGL/ 095 or equivalent

Course Fee: \$8.40

**Description:** (Formerly HIM 130) This course covers the study of roots, prefixes, suffixes; principles of word building, study of diagnostic, operative, and symptomatic terms of body systems, emphasis on accurate spelling and pronunciations; study of medical abbreviations, selected eponyms, clinical laboratory and radiology terminology. course covers multiple systems with a focus on musculoskeletal, respiratory, and cardiovascular systems.

Hours: 3 Lecture.

## HIT 131—Medical Terminology II (5 Credits)

**Prerequisite:** HIT 130 with a minimum grade of C

Course Fee: \$8.40

**Description:** (Formerly HIM 131) This course covers the continuing study of selected roots, prefixes and suffixes; principles of word building; study of diagnostic, operative, and symptomatic terms of body systems with emphasis on accurate spelling and pronunciation of all medical terms; study of medical abbreviations, selected eponyms, clinical laboratory and radiology terminology.

Hours: 5 Lecture.

## HIT 141—Introduction to ICD-10-CM Coding (5 Credits)

**Prerequisite:** HIT 125 with a minimum grade of C and HIT 161 with a minimum grade of C (may be taken concurrently)

Course Fee: \$15.00

**Description:** This course will introduce students to the basic principles & official guidelines of ICD-10-CM. Students will learn how to apply the guidelines, coding conventions, and chapter specific principles for code selection and sequencing. Emphasis will be placed on the importance of how to select ICD-10-CM diagnostic codes in various healthcare settings using medical documentation and knowledge of human anatomy and pathophysiology.

Hours: 3 Lecture. 2 Lab.

## HIT 145—Healthcare Statistics (2 Credits)

**Prerequisite:** HIT 125 with a minimum grade of C and HIT 126 with a minimum grade of C

Course Fee: \$15.00

**Description:** This course covers common statistical calculations and research methodologies used in healthcare. Students will calculate healthcare statistics and create graphical representations using Microsoft Excel.

Hours: 2 Lecture.

## HIT 159—Domain Connections: Information Protection (1 Credits)

**Prerequisite:** Instructor Permission or HIT 120 with a minimum grade of C and HIT 125 with a minimum grade of C

Course Fee: \$

**Description:** Concepts centered around information protection will be analyzed and discussed.

Hours: 1 Lecture.

## HIT 161—Pathopharmacology (5 Credits)

**Prerequisite:** Accepted into HIT AAS degree program OR Instructor Permission and HIT 105 with a minimum grade of C and BIOL& 175 with a minimum grade of C

Course Fee: \$

**Description:** This course will cover the etiology, signs, symptoms, disease process, clinical course, diagnostic procedures, and pharmacology related to selected general medical conditions. Disease prognosis and therapeutic treatment will also be discussed.

Hours: 5 Lecture.

## HIT 169—Domain Connections: Informatics and Analytics (1 Credits)

**Prerequisite:** Instructor Permission or HIT 125 with a minimum grade of C and HIT 126 with a minimum grade of C and HIT 173 with a minimum grade of C (may be taken concurrently)

Course Fee: \$

**Description:** Concepts centered on AHIMA Domain III, Informatics and Analytics will be analyzed and discussed.

Hours: 1 Lecture.



## HIT 170—Coding for Professional Services (5 Credits)

**Prerequisite:** HIT 141 with a minimum grade of C and HIT 161 with a minimum grade of C and HIT 221 with a minimum grade of C  
Course Fee: \$15.00

**Description:** This course will introduce students to the basic principles and official guidelines of the Healthcare Common Procedure Coding Systems (CPT and HCPCS II) in various healthcare settings. Students will gain an understanding of the CPT manual layout, coding rules and regulations, resources, Level II guidelines, and E/M coding methods. Students will learn how to apply HCPCS chapter specific principles for code selection and sequencing in coding scenarios. Emphasis will be placed on the importance pairing diagnostic codes with HCPCS codes using medical documentation and knowledge of human anatomy and pathophysiology to convey medical necessity.  
Hours: 3 Lecture. 2 Lab.

## HIT 173—Data Analytics (5 Credits)

**Prerequisite:** HIT 125 with a minimum grade of C and HIT 126 with a minimum grade of C and CU 203 with a minimum grade of C  
Course Fee: \$15.00

**Description:** This course covers the basic fundamentals of data analytics, data management, and standards for the exchange of health information. Students will perform data analysis using Microsoft Excel.  
Hours: 5 Lecture.

## HIT 175—Data Quality and Performance Improvement (5 Credits)

**Prerequisite:** HIT 173 with a minimum grade of C and HIT 195 with a minimum grade of C  
Course Fee: \$15.00

**Description:** This course covers policies and strategies to achieve data quality, integrity, validity, and reliability. Data dictionaries and data sets will be evaluated for compliance with standards. Continuous quality improvement tools and techniques will be used for data-driven performance improvement.  
Hours: 5 Lecture.

## HIT 195—Health Law (3 Credits)

**Prerequisite:** HIT 120 with a minimum grade of C and HIT 125 with a minimum grade of C  
Course Fee: \$15.00

**Description:** This course discusses health law and policies that impact health information. Topics to be discussed include the United States legal system, federal and state legislation, policy-making processes, legal procedures, judicial processes, principles of liability, confidentiality, informed consent, and release of information. Other topics to include the legal health record and designated record set, custodianship of the health record, retention and destruction of the health record, and health record archive methods.  
Hours: 3 Lecture.

## HIT 221—Introduction to ICD-10-PCS/Inpatient Coding (5 Credits)

**Prerequisite:** HIT 141 with a minimum grade of C and HIT 161 with a minimum grade of C  
Course Fee: \$15.00

**Description:** This course will introduce students to the basic principles & official guidelines of ICD-10-PCS and inpatient coding. Students will learn how to apply inpatient coding guidelines and chapter specific principles for code selection and sequencing. Emphasis will be placed on the importance of how to select ICD-10-PCS codes in the inpatient setting using medical documentation and knowledge of human anatomy and pathophysiology.  
Hours: 3 Lecture. 2 Lab.

## HIT 225—Record Content and Standards II (5 Credits)

**Prerequisite:** HIT 120 with a minimum grade of C and HIT 125 with a minimum grade of C and HIT 195 with a minimum grade of C  
Course Fee: \$15.00

**Description:** This course covers health record content and compliance requirements for a variety of healthcare organization types including acute care, outpatient, psychiatric, long-term care, home health, and hospice. Record data integrity will be explored along with health record privacy and security applications.  
Hours: 5 Lecture.

## HIT 230—Revenue Cycle (5 Credits)

**Prerequisite:** HIT 170 with a minimum grade of C and HIT 221 with a minimum grade of C and HIT 225 with a minimum grade of C  
Course Fee: \$15.00

**Description:** This course focuses on healthcare reimbursement and payment systems, their impact on the revenue cycle, as well as health insurance, coding and billing compliance, and value-based purchasing initiatives.  
Hours: 5 Lecture. 0 Lab.

## HIT 242—Leadership and Management (5 Credits)

**Prerequisite:** HIT 175 with a minimum grade of C and HIT 225 with a minimum grade of C  
Course Fee: \$15.00

**Description:** This class will cover fundamental organizational management and leadership concepts to include change management, human resource strategies, performance improvement, and financial management.  
Hours: 5 Lecture. 0 Lab.

## HIT 245—Coding and Legal Compliance (4 Credits)

**Prerequisite:** HIT 170 with a minimum grade of C and HIT 221 with a minimum grade of C and HIT 225 with a minimum grade of C  
Course Fee: \$15.00

**Description:** This course covers advanced coding guidelines including complex coding scenarios such as E&M level selection, and PCS code selection. Additionally, students will identify compliance requirements as set by various agencies.  
Hours: 4 Lecture. 0 Lab.

## HIT 251—Advanced Coding Practicum (3 Credits)

**Prerequisite:** HIT 230 with a minimum grade of C and HIT 245 with a minimum grade of C  
Course Fee: \$

**Description:** This course covers advanced coding practice with complex scenarios utilizing patient records. Students will apply skills learned from previous classes for correct coding assignment.  
Hours: 1 Lecture. 2 Lab.

## HIT 254—HIT Capstone (5 Credits)

**Prerequisite:** HIT 175 with a minimum grade of C and HIT 225 with a minimum grade of C and HIT 230 with a minimum grade of C and HIT 242 with a minimum grade of C and HIT 245 with a minimum grade of C  
Course Fee: \$15.00

**Description:** This course is the culminating class for the HIT program. Students will utilize leadership skills, process improvement and project management techniques to plan, organize and participate in a HIM Leadership Conference. In addition, students will conduct research to strengthen their knowledge of AHIMA Competencies and prepare for the national Registered Health Information Technician (RHIT) certification exam.  
Hours: 3 Lecture. 2-5 Lab.

## HIT 255—HIT Professional Practice Experience (4-6 Credits)

**Prerequisite:** HIT 254 with a minimum grade of C or concurrent enrollment  
Course Fee: \$15.00

**Description:** This class includes a supervised professional practice experience (PPE)/internship opportunity in which students will apply skills and knowledge of AHIMA Competencies in a healthcare setting. Students will also practice for the Registered Health Information Technician (RHIT) certification exam.  
Hours: 1 Lecture. 0-1 Lab.

## HT 110—Fundamentals of Patient Care (3 Credits)

**Prerequisite:** ENGL/ 095 or equivalent and HT 198 (may be taken concurrently)

**Corequisite:** HT 120

Course Fee: \$17.00

**Description:** This course provides students with the ability to practice and validate in the lab learning environment the knowledge and skills necessary to provide safe patient care. The knowledge, skills, and abilities include but are not limited to: CPR, vital signs, caregiver body mechanics, nutrition, assisting with personal hygiene and patient grooming, range of motion, transfer techniques, ambulation, interdisciplinary collaboration, and infection control.

Hours: 2 Lecture. 1 Lab.

## HT 120—Patient Care Clinical (3 Credits)

**Prerequisite:** HT 110 (may be taken concurrently).

**Corequisite:** HT 198 (may be taken concurrently).

Course Fee: \$25.00

**Description:** This course consists of supervised application of basic nursing skills in actual patient care settings. Students will provide patient care under the guidelines of federal and state requirements and will demonstrate competencies required to apply for the Washington State Certified Nursing Assistant (CNA) certification exam.

Hours: 3 Lab.

## HT 198—Foundations of Nursing Assistant Care (4 Credits)

Course Fee: \$20.00

**Description:** This course introduces entry level healthcare workers to concepts essential for providing basic nursing care safely in various healthcare settings. Students will explore the nursing assistant's role, medical terminology, basic body systems, interdisciplinary care, and legal/ethical issues related to nursing assistant practice. Concepts of communication, collaboration, cultural humility, diversity, and safety/emergency protocols are also introduced.

Hours: 4 Lecture.

## HT 199—CNA Skills for Other Health Providers (1 Credits)

**Prerequisite:** Instructor permission and license verification required.

**Recommended Preparation:** It is recommended that students take this course only once they are reasonably assured of completing other requirements for application to the TCC Nursing Program, and within 6 months of anticipated application.

Course Fee: \$10.00

**Description:** This independent study course will provide instruction and evaluation of essential nursing assistant skills as an alternative to NAC licensure to qualify for application to the TCC nursing program. The course is only for students with another healthcare license that involves direct patient care.

Hours: 0.5 Lecture. 0.5 Lab.

## HT 203—Advanced Cardiac Life Support (2 Credits)

**Prerequisite:** Currently enrolled in one of TCC's Allied Health programs and instructor permission.

Course Fee: \$25.00

**Description:** Advanced Cardiac Life Support for health care providers who either direct or participate in the resuscitation of a patient, whether in or out of the hospital setting.

Hours: 2 Lecture.

## HIST& 126—World Civilizations I (5 Credits)

**Recommended Preparation:** ENGL& 101/COL 101 strongly encouraged, either prior or concurrently. If you are not comfortable with writing, please consider taking WRITE 096 to support you in this class.

Course Fee: \$2.00

**Description:** (Formerly HIST-111) Historical study of human societies in the world, with emphasis on their interactions with each other and the continuous transitions of their traditions from antiquity to the 9th century. (Multicultural Course)

Hours: 5 Lecture.

## HIST& 127—World Civilizations II (5 Credits)

**Recommended Preparation:** ENGL& 101/COL 101 strongly encouraged, either prior or concurrently. If you are not comfortable with writing, please consider taking WRITE 096 to support you in this class.

Course Fee: \$2.00

**Description:** (Formerly HIST-112) Historical study of human societies in the world, with emphasis on their interactions with each other, and the continuous transitions of their traditions from the 9th to the 18th century. (Multicultural Course)

Hours: 5 Lecture.

## HIST& 128—World Civilization III (5 Credits)

**Recommended Preparation:** ENGL& 101/COL 101 strongly encouraged, either prior or concurrently. If you are not comfortable with writing, please consider taking WRITE 096 to support you in this class.

Course Fee: \$2.00

**Description:** (Formerly HIST-113) Historical study of human societies in the world, with emphasis on their interactions with each other, and the continuous transitions of their traditions from the 18th century to the present. (Multicultural Course)

Hours: 5 Lecture.

## HIST& 146—US History I (5 Credits)

**Recommended Preparation:** ENGL& 101/COL 101 strongly encouraged, either prior or concurrently. If you are not comfortable with writing, please consider taking WRITE 096 to support you in this class.

Course Fee: \$2.00

**Description:** (Formerly HIST-241) The course will explore the key political, social, cultural, and economic events in the American colonies in the 17th and 18th centuries. Discussions will focus on the individuals, issues, ideas, and events most responsible for shaping modern America.

Hours: 5 Lecture.

## HIST& 147—US History II (5 Credits)

**Recommended Preparation:** ENGL& 101/COL 101 strongly encouraged, either prior or concurrently. If you are not comfortable with writing, please consider taking WRITE 096 to support you in this class.

Course Fee: \$2.00

**Description:** (Formerly HIST-242) The course will explore the key political, social, cultural, and economic events in American society in the 19th Century. Discussions will focus on the individuals, issues, ideas, and events most responsible for shaping modern America.

Hours: 5 Lecture.

## HIST& 148—US History III (5 Credits)

**Recommended Preparation:** ENGL& 101/COL 101 strongly encouraged, either prior or concurrently. If you are not comfortable with writing, please consider taking WRITE 096 to support you in this class.

Course Fee: \$2.00

**Description:** (Formerly HIST-243) The course will explore the key political, social, cultural, and economic events in American society in the 20th Century. Discussions will focus on the individuals, issues, ideas, and events most responsible for shaping modern America.

Hours: 5 Lecture.

## HIST 210—History of Modern Europe (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C or concurrent enrollment

Course Fee: \$2.00

**Description:** An introduction of the common heritage, global dynamics, and historical components that crafted the making of modern Europe. The course will assess the unfolding historical events from the 17th century up to the present, examining major societies in the region, including British, French, German, Italian, and Russian societies, among others. The focus will be on the interactions among Europe's different societies, and between Europe and the larger world. (Multicultural Course)

Hours: 5 Lecture.

## HIST 211—History of China (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C or concurrent enrollment  
Course Fee: \$2.00

**Description:** Historical study of human societies in China, with emphasis on their interactions with other societies in the greater world, and the continuous transitions of their traditions from antiquity to the present. (Multicultural Course)  
Hours: 5 Lecture.

## HIST& 214—Pacific NW History (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C or current enrollment  
Course Fee: \$2.00

**Description:** (Formerly HIST-264) The course will examine the exploration, settlement and growth of the Pacific Northwest, with an emphasis on Washington State. Topics will include the settlement and creation of Washington Territory, as well as the social, economic and political issues that have shaped Washington State in the 19th and 20th centuries.  
Hours: 5 Lecture.

## HIST& 219—Native American History (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C or concurrent enrollment  
Course Fee: \$2.00

**Description:** (Formerly HIST-251) This course will examine the history of Native American cultures in the United States. Through readings, lectures, and class discussions, students will explore the unique histories of several specific Native cultures, as well as the impact that these cultures had in shaping the course of American history. (Multicultural Course)  
Hours: 5 Lecture.

## HIST& 220—African-American History (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C or concurrent enrollment  
Course Fee: \$2.00

**Description:** (Formerly HIST-254) The course will examine the history of African-Americans in the United States, tracing the African-American experience from colonial times to present-day America. Topics will include the development of the institution of slavery in America, the post-Civil War experience of African-Americans, and the struggle for civil rights and social justice in America in the 20th Century. (Multicultural Course)  
Hours: 5 Lecture.

## HIST 230—History of Japan (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C or concurrent enrollment  
Course Fee: \$2.00

**Description:** Historical study of human societies in Japan with emphasis on their interactions with other societies in the greater world, and the transitions of their traditions from antiquity to the present. (Multicultural Course)  
Hours: 5 Lecture.

## HIST 231—American History, American Film (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C or concurrent enrollment  
Course Fee: \$2.00

**Description:** This course will examine U.S. History, society and culture since 1929 through the lens of Hollywood feature films. Topics include: the Great Depression, the Cold War at home and abroad, gender roles and the American family, and the civil rights movement.  
Hours: 5 Lecture.

## HIST 240—Religion in America (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C or concurrent enrollment

Course Fee: \$2.00

**Description:** The course will examine the history and impact of different religions and religious ideas in the modern world, with a focus on how these various religions and ideas have impacted the social, political, and cultural history of the United States. (Multicultural Course)

Hours: 5 Lecture.

## HIST 244—The 1960s (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C or concurrent enrollment

Course Fee: \$8.00

**Description:** This course will examine key political, social, cultural, economic, and diplomatic trends in American society from 1960 to 1974. Topics covered will include John F. Kennedy and the "New Frontier," Lyndon Johnson's "Great Society," the civil rights movement, the women's movement, the war in Vietnam, the anti-war movement, and Richard Nixon and Watergate. Particular focus will be on the individuals, issues, ideas and events most responsible for shaping this period and our understanding of it.

Hours: 5 Lecture.

## HIST 249—America and the Rise to Globalism (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C or concurrent enrollment

Course Fee: \$2.00

**Description:** This course will survey the United States' rise to world power from 1898 to the present, with particular attention given to the causes and consequences of increased U.S. participation in world affairs, America's initial reluctance and ultimate acceptance of the responsibility of world leadership.

Hours: 5 Lecture.

## HD 098—Managing Math Anxiety (2 Credits)

**Corequisite:** Concurrent enrollment in any TCC Math course or BUS 110 or permission of professor.

Course Fee: \$0.00

**Description:** Increasing our awareness of why we have math anxiety and an appreciation of our own attitudes can actually help us to learn anxiety management tools and strategies to learn math. An emphasis is placed on understanding problem solving techniques and math assertiveness.

Hours: 2 Lecture.

## HD 100—College Bridge (2 Credits)

Course Fee: \$

**Description:** This is a seminar designed to prepare non-matriculated high school students for the challenges, expectations, and new responsibilities of post-secondary education. Coursework for this class focuses on developing college-ready skills, such as: career exploration; pre-educational planning; writing preparation; communication; and critical thinking. Additionally, the course prepares students for placement and exposes them to TCC's information management systems.

Hours: 2 Lecture.

## HD 101—Student Success Seminar (3 Credits)

Course Fee: \$5.00

**Description:** To provide individuals with an opportunity to cultivate the skills necessary to become confident, successful students. Topics may include: personal learning styles, time management, goal setting, test-taking techniques, academic planning, degree audit, self care, money management, relationships, communication, exploring careers, memory techniques, college and community resources, ethics, respecting diversity, and information literacy.

Hours: 3 Lecture.



## HD 105—Career and Life Planning (3 Credits)

Course Fee: \$35.00

**Description:** This course is designed to help students explore their unique interests, values, skills, capabilities, strengths, and achievements to learn about themselves and find a career path that is in alignment. You'll learn how to effectively present and articulate your experiences, skills, interests, goals, and values to potential opportunities, and cultivate the resources and capital necessary to aid in your personal and professional development. We'll engage in practical and experiential opportunities, as well as self-reflection and assessment activities to ultimately develop plans to prepare you for an ever-changing world of work.

Hours: 3 Lecture.

## HD 107—Managing Academic Anxiety (2 Credits)

Course Fee: \$

**Description:** Students are helped to examine and reframe mental models that lead to academic fear and avoidance. Students learn strategies for managing stress and anxiety when approaching their learning and assessment in the context of a college campus. Helpful for students with math, test, writing, and science anxieties.

Hours: 2 Lecture.

## HD 110—The Power of Conflict and Teamwork (3 Credits)

Course Fee: \$

**Description:** Each person's approach to conflict management and teamwork may differ based on their lived experiences and cultural background. This exploratory course is primarily designed to facilitate growth in self-awareness and self-expression, while supporting individuals in examining their own history. Students will also uncover skills related to cultivating personal relationships, managing conflict, and building meaningful communities of practice.

Hours: 3 Lecture.

## HD 114—Exploring Human Potential (3 Credits)

Course Fee: \$

**Description:** This is a course about one of life's great tasks: discovering and developing your potential as a human being. We will explore where we are in life's journey and try to chart a path to meaning and happiness in our lives. This class helps students to identify what is meaningful to them and to discover and develop their individual potential.

Hours: 3 Lecture.

## HD 116—Life Choices (3 Credits)

**Prerequisite:** ENGL/ 085 with a minimum grade of C or equivalent

Course Fee: \$

**Description:** Students will increase self-awareness and decision making skills by exploring: adult growth and development; the influence of culture, roles and stereotypes; and steps to successfully navigate the process of constant change and transition.

Hours: 3 Lecture.

## HD 120—Loss, Grief, and Healing (3-5 Credits)

Course Fee: \$

**Description:** This course is designed to help students gain a richer experience of life through a greater understanding of loss across the life span. Losses discussed in class will include not only those that occur through death, but also those that occur throughout life and affect us all. Grief varies across cultures and individuals and the course examines the variations in an individual's path through grief and loss, as well as more general grieving paradigms. Students will gain a more complex understanding of grief and loss and have an opportunity to learn how to facilitate healthy adaptations to change for themselves.

Hours: 3-5 Lecture.

## HD 299—Independent Study (1-5 Credits)

**Prerequisite:** Instructor permission.

Course Fee: \$

**Description:** Independent observation, analysis and reporting of a selected problem in Human Development.

Hours: 1-5 Lecture.

## HSP 100—Introduction To Human Services (5 Credits)

**Prerequisite:** Completion of the English Directed Self Placement Tool or appropriate placement.

Course Fee: \$5.00

**Description:** This course provides an overview of the history, philosophy, and present status of the major Human Services delivery systems; examination of the roles of practitioners as well as occupational and educational alternatives for graduates; exploration of services provided by local social service agencies.

Hours: 5 Lecture.

## HSP 103—Therapeutic Approaches and Techniques (5 Credits)

**Prerequisite:** HSP 100 with a minimum grade of C OR program permission

Course Fee: \$5.00

**Description:** This course examines principles, concepts, and processes related to counseling and interviewing; role and function of the helping professional is examined; counseling and interviewing skills are demonstrated and practiced in class.

Hours: 5 Lecture.

## HSP 107—Behavioral Health and Wellness (5 Credits)

**Prerequisite:** HSP 100 with a minimum grade of C or Program permission

Course Fee: \$5.00

**Description:** (Formerly HSP-207) This course explores theories and strategies for wellness and self-care. A life-long approach is used to learn relaxation techniques and coping strategies to reduce stress. Therapeutic use of pharmacology and illicit use of drugs and their impact on the community is also examined.

Hours: 5 Lecture.

## HSP 112—Best Practices in Human Services (5 Credits)

**Prerequisite:** HSP 100 with a minimum grade of C or program permission

Course Fee: \$5.00

**Description:** This course examines the fundamental roles and functions of managing client case loads in a variety of systems including substance treatment and social services. Will explore best practices in acquiring client data, documentation, and file management; ASAM criteria for adult and adolescent assessment and treatment planning will be covered.

Hours: 5 Lecture.

## HSP 113—Advanced Helping Strategies (5 Credits)

**Prerequisite:** HSP 100 with a minimum grade of C and HSP 103 with a minimum grade of C OR permission of instructor

Course Fee: \$5.00

**Description:** (Formerly HSP-106) This course explores the role of group, family, and treatment systems; strategies for helping in these areas and other relevant Human Services issues will be examined.

Hours: 5 Lecture.



## HSP 117—Ethics and Professional Development (5 Credits)

**Prerequisite:** HSP 100 with a minimum grade of C or program permission  
Course Fee: \$5.00

**Description:** (Formerly HSP-105) This course will examine personal belief systems, ethical principles, and laws related to the Human Services field; Develop critical thinking skills to explore central work-related issues and develop leadership skills while preparing to enter the helping field, internships, and careers.  
Hours: 5 Lecture.

## HSP 121—Survey of Addictions and Pharmacology (5 Credits)

**Prerequisite:** HSP 100 with a minimum grade of C or program permission  
Course Fee: \$5.00

**Description:** (Formerly HSP-200) This course is an introduction to the physiological, psychological, and socio-cultural aspects of addiction-related substance issues. An overview of the pharmacology of psychoactive drugs including an explanation of how the brain chemistry changes result in compulsive use is examined.  
Hours: 5 Lecture.

## HSP 126—Cultural Competencies for Human Services (5 Credits)

**Prerequisite:** HSP 100 with a minimum grade of C or equivalent program permission  
Course Fee: \$5.00

**Description:** (Formerly HSP-261) This is an online course that will examine the elements that create differences within society. The primary goal of this course is to expose learners to a variety of cultural ideas, promote tolerance for differences, and assist in learning cultural competence when working with diverse populations. Culture, ethnicity, lifestyles, religion, disabilities, age, and gender will be explored to increase awareness of cultural biases and related concerns.  
Hours: 5 Lecture.

## HSP 217—Advocacy in Human Services (5 Credits)

**Prerequisite:** HSP 100 with a minimum grade of C or program permission  
Course Fee: \$5.00

**Description:** This course will explore the distinct components of advocacy in the helping professions. Topics to be covered will be: how to identify and challenge oppressive practices, policies, and mindsets; how to defend clients' rights; and how to overcome barriers that prevent clients from having their needs met.  
Hours: 5 Lecture.

## HSP 218—Trauma Informed Care (5 Credits)

**Prerequisite:** HSP 100 with a minimum grade of C or Program Permission  
Course Fee: \$5.00

**Description:** This course will explore the definitions of trauma; oppression as a catalyst for trauma; inter-generational, community, and historical trauma; the many ways in which humans express the effects of their traumatic experiences; and what to do to help people heal. In addition, students will identify vicarious/secondary trauma in the helping professions and examine self-care practices to mitigate the effects of exposure to other people's trauma experiences.  
Hours: 5 Lecture.

## HSP 224—Dynamics of Family Violence (5 Credits)

**Prerequisite:** HSP 100 with a minimum grade of C or program permission  
Course Fee: \$5.00

**Description:** (Formerly HSP 214) This course explores the history, philosophy and present status of violence in the family; examines cultural and social perspectives regarding violence across the life span including child mistreatment, sexual abuse, and elder maltreatment; and exposure to service delivery systems specific to family violence.  
Hours: 5 Lecture.

## HSP 230—Co-occurring Disorders Assessment and Treatment (5 Credits)

**Prerequisite:** HSP 100 with a minimum grade of C and program permission

Course Fee: \$5.00

**Description:** This course is an overview of co-occurring disorders in behavioral health and Human services settings. A brief overview of specific mental disorders, substance use disorders, and evidence based strategies used to serve those with co-occurring disorders will be covered. This course will survey effective co-occurring programming, screening processes, and practices used to serve this population.

Hours: 5 Lecture.

## HSP 241—Working with Youth and Families (5 Credits)

**Prerequisite:** HSP 100 with a minimum grade of C or program permission

Course Fee: \$5.00

**Description:** (Formerly HSP-203) This course explores the theory of social learning and application to the development with appropriate social skills. Part of the course learning will occur through the actual experiences of working with children, youth, and families.

Hours: 5 Lecture.

## HSP 245—Sexual Orientation and Gender Identity Issues in Human Services (5 Credits)

**Prerequisite:** HSP 113 with a minimum grade of C HSP 117 with a minimum grade of C

**Recommended Preparation:** HSP 126 with a minimum grade of C

Course Fee: \$5.00

**Description:** This course will explore the field of Lesbian, Gay, Bisexual, Transgender, and Queer (LGBTQ) issues and its relationship to the lives of LGBTQ people, Human Services, and society more broadly. Using intercultural competency development and interdisciplinary approaches, we will incorporate race, class, gender, sexuality and culture as Human Service issues facing LGBTQ individuals. We will develop professional resources and skills used to develop intercultural competency when serving LGBTQ individuals. Human Services topics will include social and scientific constructions of sexuality and gender; Understandings of sexual identity from the ancient world to the current United States; religion and sexual identity; Mental Health and Wellness; Physical Health Issues. Specific training in serving LGBTQ individuals will be related to Violence, Trauma, Substance Related Disorders, Mental Health, Suicide Risk, and Medical Care.

Hours: 5 Lecture.

## HSP 262—Loss and Grief through the Lifespan (5 Credits)

**Prerequisite:** HSP 100 with a minimum grade of C or program permission

Course Fee: \$5.00

**Description:** This course focuses on losses ranging from everyday setbacks to stigmatizing issues. The grief process will be examined from a variety of approaches including cultural, religious, and developmental perspectives. End of life concerns will also be covered.

Hours: 5 Lecture.

## HSP 265—Aging and Adult Services (5 Credits)

**Prerequisite:** HSP 100 with a minimum grade of C and HSP 103 with a minimum grade of C and HSP 112 with a minimum grade of C and HSP 113 with a minimum grade of C and HSP 117 with a minimum grade of C or Instructor permission

Course Fee: \$5.00

**Description:** (Formerly HSP-209) This course reviews the changing needs of people as they progress through the later stages of life. Social interactions, cognitive abilities, physical changes, health issues, psychological adaptations, recreational options, and other life domain concerns will be explored to prepare the students wishing to work with an aging population.

Hours: 5 Lecture.

## HSP 282—Program and Proposal Development (5 Credits)

**Prerequisite:** HSP 100 with a minimum grade of C and HSP 103 with a minimum grade of C and HSP 112 with a minimum grade of C and HSP 113 with a minimum grade of C and HSP 117 with a minimum grade of C or Instructor permission

Course Fee: \$5.00

**Description:** (Formerly HSP-208 Program Planning and Grant Writing) This course will examine the various elements required to create a new program or project; research potential funding sources; write an effective funding proposal; create and apply program evaluation strategies.

Hours: 5 Lecture.

## HSP 283—Leadership Development (5 Credits)

**Prerequisite:** HSP 100 with a minimum grade of C and HSP 103 with a minimum grade of C and HSP 112 with a minimum grade of C and HSP 113 with a minimum grade of C and HSP 117 with a minimum grade of C

**Recommended Preparation:** Instructor permission

Course Fee: \$5.00

**Description:** This course will engage students in learning and developing their own leadership skills. Roles and functions of leadership will be explored and opportunities to lead will be extended. Special attention will be placed on the relationship of service leadership development in their lives and the helping field.

Hours: 5 Lecture. 0 Lab.

## HSP 291—Supervised Clinical Practicum I (5 Credits)

**Prerequisite:** HSP 100 with a minimum grade of C and HSP 112 with a minimum grade of C and HSP 117 with a minimum grade of C

Course Fee: \$13.15

**Description:** (Formerly HSP-191) This course is the first of supervised clinical practicum experiences and requires 116 hours of work during the quarter in a community setting. The focus of HSP-291 is on integrating oneself into the workplace. The weekly seminars offer helpful suggestions and discussions on how to establish a good work relationship, and strengthen communication skills.

Hours: 1.5 Lecture.

## HSP 292—Supervised Clinical Practicum II (5 Credits)

**Prerequisite:** HSP 291 with a minimum grade of C

Course Fee: \$13.15

**Description:** (Formerly HSP-192) This course requires 116 hours of supervised work experience. The focus of the HSP 292 weekly seminars shifts to understanding integration into the professional role within the Human Services field. Students will examine the organization of agencies and other pertinent professional issues related to student's experiences.

Hours: 1.5 Lecture.

## HSP 293—Supervised Clinical Practicum III (5 Credits)

**Prerequisite:** HSP 292 with a minimum grade of C

Course Fee: \$13.15

**Description:** (Formerly HSP-193) This final clinical practicum experience again requires 116 hours of supervised work. The focus on HSP 293 is on integration of field experience with classroom learning to form a personal theory of helping. Weekly seminars will alternate between discussing issues that arise from the field and refining helping strategies as well as helping students to synthesize theories and techniques into a working model.

Hours: 1.5 Lecture.

## HUM& 101—Introduction to Humanities (5 Credits)

Course Fee: \$5.00

**Description:** (Formerly HUMAN-100) An introduction to the humanities through investigation of current cultural events offered by local communities. Study of the arts - painting, sculpture, architecture, drama, film, music and dance - will be enhanced by attending performances and on-location field trips to sites in the community when possible. Students will become familiar with terminology of the arts and with community performance/demonstrations of these same arts when possible. When offered online, this course may have a universal rather than local focus. (Multicultural & Writing-Intensive Course)

Hours: 5 Lecture.

## HUM 110—Introduction to Pacific Rim Cultures (5 Credits)

**Prerequisite:** ENGL/ 095 with a minimum grade of C or equivalent

**Recommended Preparation:** ENGL& 101 with a minimum grade of C or LS 101 with a minimum grade of C

Course Fee: \$5.00

**Description:** (Formerly HUMAN-110) A general introduction to a Pacific Rim culture (Southeast Asia, China, Japan, Korea, Mexico or Central America) emphasizing history, language, literature, arts, politics, economy, and society. (Multicultural Course)

Hours: 5 Lecture.

## HUM& 116—Humanities I (5 Credits)

**Prerequisite:** ENGL/ 095 with a minimum grade of C or equivalent

Course Fee: \$5.00

**Description:** (Formerly HUMAN-101) An introduction to the global humanities through the study of six major art forms: literature, drama, music, painting, sculpture, and architecture from the ancient world to 1400. The course will focus on connecting ideas and beliefs with their expressions. (Writing-Intensive Course)

Hours: 5 Lecture.

## HUM& 117—Humanities II (5 Credits)

Course Fee: \$5.00

**Description:** (Formerly HUMAN-102) An introduction to the global humanities through the study of six major art forms: literature, drama, music, painting, sculpture, and architecture from 1400 to 1800. The course will focus on examining the principles and values expressed through the various art forms of specific cultures. (Writing-Intensive & Multicultural Course)

Hours: 5 Lecture.

## HUM& 118—Humanities III (5 Credits)

Course Fee: \$5.00

**Description:** (Formerly HUMAN-103) An introduction to the global humanities through the study of seven major art forms: literature, drama, music, film, painting, sculpture, and architecture from 1800 to the present. The course will focus on examining the principles and values expressed through the various art forms of specific cultures. (Writing-Intensive & Multicultural Course)

Hours: 5 Lecture.

## HUM 120—The American Multicultural Arts Experience (5 Credits)

**Prerequisite:** ENGL/ 095 with a minimum grade of C or equivalent or better

Course Fee: \$5.00

**Description:** (Formerly HUMAN-120) An introduction to the unique contributions of American art, theater, dance, literature, and/or music by various American ethnic cultures. (Multicultural Course)

Hours: 5 Lecture.

## HUM 130—Introduction to Film (5 Credits)

Course Fee: \$5.00

**Description:** (Formerly HUMAN-130) Study in motion picture techniques and the development of cinema as an art form.

Hours: 5 Lecture.

## HUM 179—Themes or Topics in Humanities (Revolving Topics) (5 Credits)

Course Fee: \$5.00

**Description:** (Formerly HUM 260) A study of a theme or topic through its expressions, notably literature, drama, music, film, painting, sculpture and architecture. Various themes or topics will be studied from quarter to quarter. May be taken twice as themes and topics are different each offering.

Hours: 5 Lecture.

## HUM 285—The City (5 Credits)

**Recommended Preparation:** LS 101 with a minimum grade of C or ENGL& 101 with a minimum grade of C

Course Fee: \$5.00

**Description:** (Formerly HUMAN-285) An in-depth study covering history, philosophy, religion, art, architecture and literature of a culturally significant city. A different city, time, and place will be studied each quarter. Humanities 285 is offered.

Hours: 5 Lecture.

## IT 102—Microcomputer Fundamentals (5 Credits)

**Recommended Preparation:** HD 101 with a minimum grade of C and Placement in ENGL/ 085 or higher

Course Fee: \$75.00

**Description:** This course provides concepts and hands-on experience in understanding and supporting a PC-compatible microcomputer. Topics include microprocessors, system architecture, system boards, expansion cards, memory, input/output devices, and peripherals. The student learns how to build, configure, and troubleshoot a personal computer, and install its operating system. The objectives of the course are based on those of the A+ Hardware Core Certification Exam.

Hours: 5 Lecture.

## IT 110—Operating Systems I (5 Credits)

Course Fee: \$75.00

**Description:** The student is introduced to operating systems used on desktop microcomputers. The course covers installation and configuration, memory and storage management, batch and script files, device drivers, troubleshooting and maintenance tools, and virus protection. Emphasis is on current Windows operating systems. The objectives of the course are based on those of the A+ Operating System (OS) Technologies Certification Exam.

Hours: 5 Lecture.

## IT 112—Help Desk Operations (2 Credits)

**Prerequisite:** CU 100 with a minimum grade of C or Program Chair Permission.

Course Fee: \$30.00

**Description:** The goal of this course is to provide the student with a good understanding of the concepts, technologies, and processes used in the business community to support in-house and remote staff through help desk operations.

Hours: 2 Lecture.

## IT 201—Introduction to Programming (5 Credits)

**Prerequisite:** IT 102 with a minimum grade of C (may be taken concurrently)

Course Fee: \$

**Description:** An introduction to programming and programming concepts. Students will use process mapping, flowcharting, pseudocode, and critical thinking skills to analyze various types of problems as preliminary design tools, and then will design, code, test, and debug programs using a programming language.

Hours: 5 Lecture.

## IT 210—Operating Systems II (5 Credits)

**Prerequisite:** IT 102 with a minimum grade of C and IT 110 with a minimum grade of C or Program Chair Permission.

Course Fee: \$75.00

**Description:** This course extends the skills learned in IT-110 to more advanced desktop operating systems. Installation, maintenance, and troubleshooting are stressed.

Hours: 5 Lecture.

## IT 211—Operating Systems III (5 Credits)

**Prerequisite:** IT 102 with a minimum grade of C or Program Chair Permission and IT 110 with a minimum grade of C or Program Chair Permission

Course Fee: \$75.00

**Description:** Provides hands-on experience in installation, configuration and administration of the UNIX/Linux operating system in a networked environment.

Hours: 5 Lecture.

## IT 230—Introduction to Project Management (2 Credits)

**Prerequisite:** ENGL& 101 and BUS& 101 or BUS 164 or Program Chair Permission.

Course Fee: \$30.00

**Description:** An introduction to Project Management from a team member perspective. Students will learn the different tools and techniques used in initiating, planning, developing, documenting and completing a project.

Hours: 2 Lecture.

## IT 246—Database Implementation (5 Credits)

**Prerequisite:** BUS 110 with a minimum grade of C or equivalent or Program Chair Permission.

**Recommended Preparation:** CU 210 with a minimum grade of C

Course Fee: \$75.00

**Description:** (Formerly IT 245 and 248 combined) Students will learn to implement a SQL database for business needs. Students will use a graphical user interface and structured query language to implement databases and reporting solutions.

Hours: 5 Lecture.

## IT 247—IT Project Management (5 Credits)

**Prerequisite:** Program Chair Permission or CU 105 with a minimum grade of C (may be taken concurrently) or equivalent MOS certification for both MS Word and MS Excel can be used as substitute or chair permission

Course Fee: \$75.00

**Description:** Project Management for IT professionals and projects from a team member perspective. Students will learn the different tools and techniques used in initiating, planning, developing, documenting and completing an IT project.

Hours: 5 Lecture.



## IT 249—Database Programming (5 Credits)

**Prerequisite:** IT 246 with a minimum grade of C or Program Chair permission.

**Recommended Preparation:** CU 210 with a minimum grade of C

Course Fee: \$75.00

**Description:** The Database Programming course is focused on different aspects of integration of applications with database design and development. Students hone their technical skills by learning how to analyze, design, and develop database systems. This course is designed to further develop programming proficiency. Emphasis is on data definition, data manipulation, and data control statements including database cursors, triggers, procedures, and functions. Students will be required to learn and develop skills using the developer tools, Forms Builder and Reports Builder in this course for report generation and publication. Upon completion, students should be able to write programs which create, update, and produce reports.

Hours: 5 Lecture.

## IT 257—Social Media (3 Credits)

**Prerequisite:** CU 105 with a minimum grade of C or equivalent or Program Chair permission.

**Recommended Preparation:** CU 101

Course Fee: \$45.00

**Description:** This course is designed to provide students with a foundational skill set in the new, evolving world of social media tools and strategies so that they can immediately apply them in the workplace.

Hours: 3 Lecture.

## IT 260—Client/Server Technology - LANs (5 Credits)

**Prerequisite:** IT 102 with a minimum grade of C and IT 110 with a minimum grade of C or Program Chair Permission.

**Corequisite:** IT 261

Course Fee: \$75.00

**Description:** This course introduces the student to the concepts of data communication in a Local Area Network (LAN) environment. It includes training in the methods and protocols used to allow networked computer systems to communicate in local environments. Topics include the OSI Communication Model, transmission media, protocol stacks especially TCP/IP, simple internetworking, and LAN services. Course objectives are based on those of the Network + and the retired Microsoft Network Essentials certification exams.

Hours: 5 Lecture.

## IT 261—Administration of Networks (5 Credits)

**Prerequisite:** IT 102 with a minimum grade of C and IT 110 with a minimum grade of C or Program Chair Permission.

**Corequisite:** IT 260

Course Fee: \$75.00

**Description:** The student is introduced to networking and to a detailed study of network administration techniques. This is an applied course in the concepts of local area networks (LANs). The student focuses on configuration of file and print services. Methods and tools for designing, implementing, and maintaining a secure, expandable local area network environments are studied. Microsoft Windows 2003 Server is used as the platform for this course.

Hours: 5 Lecture.

## IT 262—Technical Support of Windows Networks (5 Credits)

**Prerequisite:** IT 260 with a minimum grade of C and IT 261 with a minimum grade of C or Program Chair permission.

**Corequisite:** IT 270

**Recommended Preparation:** IT 210

Course Fee: \$75.00

**Description:** This is a practical course in the installation, configuration, maintenance, and support of Local Area Networks (LANs) using the Windows Network Operating Systems (NOSs). A Microsoft Windows 2003 Server is installed and configured for secure and efficient file, print and application services. The architecture and functionality of the Windows 2003 Server OS are studied. The course also provides the theoretical, hands on, and practical techniques that can be used in preparation for the Server+ exam.

Hours: 5 Lecture.

## IT 270—Service and Support Fundamentals (5 Credits)

**Prerequisite:** IT 260 with a minimum grade of C and IT 261 with a minimum grade of C  
Course Fee: \$75.00

**Description:** This course is an introduction to the methodologies and tools for personal computer and Local Area Network (LAN) troubleshooting from a proactive viewpoint. The student studies the methods to identify and repair the most likely causes of network faults caused by user, hardware, and software problems. Disaster Plans, including a Backup Plan, are developed. Quality customer service, journaling and documentation are emphasized. Configuration management and patch/service release installation is learned. Server performance monitoring is discussed.

Hours: 5 Lecture.

## IT 271—Internetworking (5 Credits)

**Prerequisite:** IT 261 with a minimum grade of C  
Course Fee: \$75.00

**Description:** The skills learned in IT 270 are extended to applications on wide-area networks. Equipment, such as client computers, servers, bridges, hubs, switches, routers, and DSU/CSU units, are installed and configured. While the course is not specific to one vendor, many objectives parallel those of the Cisco Certified Network Associate (CCNA) Certification.

Hours: 5 Lecture.

## IT 274—Network Security Fundamentals (5 Credits)

**Prerequisite:** CU 105 with a minimum grade of C or CU 102 with a minimum grade of C and CU 103 with a minimum grade of C or Program Chair permission.

**Recommended Preparation:** IT 260

Course Fee: \$75.00

**Description:** The Network Security Fundamentals course is an introduction to the various technical and administrative aspects of Information Security and Assurance in a network-centric computing environment. The course provides the foundation for understanding the key issues associated with determining appropriate levels of protection for information and computing assets. The course will also provide information on how to design and manage a secure network infrastructure.

Hours: 5 Lecture.

## IT 275—Security Assessment & Remediation (5 Credits)

**Prerequisite:** IT 274 with a minimum grade of C and IT 260 with a minimum grade of C or Program Chair permission  
Course Fee: \$75.00

**Description:** This course is a continuation of study in Network Security with added emphasis on security assessment, risks and remediation options for securing networks.

Hours: 5 Lecture.



## IT 277—Data Storage Security and Management (5 Credits)

**Prerequisite:** IT 274 with a minimum grade of C and IT 261 with a minimum grade of C or Program Chair permission.

Course Fee: \$75.00

**Description:** This course covers the core elements of storage infrastructure including various storage networking technologies, business continuity, information availability, storage management and security concepts, principles and best practices.

Hours: 5 Lecture.

## IT 278—Incident Response & Intrusion Analysis (5 Credits)

**Prerequisite:** IT 275 with a minimum grade of C or Program Chair permission

**Corequisite:** IT 281

Course Fee: \$75.00

**Description:** This course presents network defense in depth for enterprise networks, attack methods, intrusion analysis and detection.

Hours: 5 Lecture.

## IT 280—Information Technology Capstone (5 Credits)

**Prerequisite:** IT 262 with a minimum grade of C and IT 270 with a minimum grade of C or Program Chair permission.

**Corequisite:** IT 271

Course Fee: \$75.00

**Description:** This is a capstone course for the Network and Convergence Technologies program. Students will demonstrate a complete foundation skill set by using the knowledge and skills acquired in previous course work to implement a complete and secure network using project management, business analysis, budget development, presentation, and technical knowledge and skills.

Hours: 5 Lecture.

## IT 281—Cyber Security Capstone (5 Credits)

**Prerequisite:** IT 275 with a minimum grade of C or Program Chair permission

**Corequisite:** IT 278

Course Fee: \$75.00

**Description:** This is a capstone course for the Network Administration and Support degree program Cyber Security option. Students will use knowledge learned in previous course work to implement robust security solutions for enterprise networks.

Hours: 5 Lecture.

## IT 282—Database Management Capstone (5 Credits)

**Prerequisite:** IT 246 with a minimum grade of C and Program Chair permission

**Corequisite:** IT 249

Course Fee: \$75.00

**Description:** This is a capstone course for the Networking & Cyber Security degree program Database Management certificate option. Students will use knowledge learned in previous course work to implement robust data security solutions for enterprise networks.

Hours: 5 Lecture.

## IT 290—Work Internship (5 Credits)

**Prerequisite:** Program Chair permission.

Course Fee: \$75.00

**Description:** During one quarter of the sophomore year, students can receive college credits for hands-on computer related work experience and training in a private or public sector organization.

Hours: 5 Lecture.

## IT 299—Independent Study & Special Projects (1-5 Credits)

**Prerequisite:** Program Chair permission.

Course Fee: \$0.00

**Description:** Study on an individual basis

Hours: 1-5 Lecture.

## IT 301—Scripting and Programming for Network Administration (5 Credits)

Course Fee: \$125.00

**Description:** Provides in-depth view of current and future mainstream features of network scripts. Emphasis on the issues of multi-platform networks, including the challenges and items that must be maintained on a regular basis. Introduces students to scripting methods, standard algorithms and scripting languages. The two primary platforms will be UNIX/Linux and Windows. Security issues, server load balancing and cloud environments.

Hours: 2 Lecture. 3 Lab.

## IT 302—Emerging Communication Technology (3 Credits)

**Corequisite:** LS 301

**Recommended Preparation:** IT 102 with a minimum grade of C

Course Fee: \$50.00

**Description:** Provides an analysis of emerging technology-based communication mediums and their roles in business. Students will learn about the corporate impact of new communication technologies and the roles of technology professionals in devising and maintaining policies for their acceptable use. Corequisite: LS 301 Recommended Preparation: IT 102 with a minimum grade of C

Hours: 3 Lecture.

## IT 305—Remote and Virtualized Platforms (5 Credits)

**Prerequisite:** IT 261 with a minimum grade of C or equivalent

Course Fee: \$125.00

**Description:** Introduction to remote data storage and access technologies with the inclusion of virtualized hosts. Forms the knowledge and skillset foundation for IT 361 Cloud Computing

Hours: 2 Lecture. 3 Lab.

## IT 321—Advanced Information and Data Security (5 Credits)

**Prerequisite:** IT 275 with a minimum grade of C or equivalent

Course Fee: \$280.00

**Description:** Provides in-depth view of current and future mainstream features and implementation of network security, compliance and operation security threats and vulnerabilities as well as application, data and host security. Help organization to prepare for security threats and other security related situations that require swift, effective decisions. This course prepares for the assessment for the CompTIA Security+ exam.

Hours: 5 Lecture.

## IT 322—Forensics I (5 Credits)

**Prerequisite:** IT 278 with a minimum grade of C or equivalent

Course Fee: \$125.00

**Description:** Provides in-depth foundation in data recovery and computer forensics. Covers legal issues relevant to information security and digital forensics professionals. Students will learn the proper way to gather and secure evidence, document a computer crime scene, retrieve lost files, retrieve deleted files and e-mails and reconstruct data from various computer storage media. Students learn use of media imaging and data recovery tools. Stresses proper documentation and procedural guidelines. Students get hands-on experience with some of the popular commercial and open source digital forensics tools.

Hours: 2 Lecture. 3 Lab.

## IT 361—Cloud Computing (5 Credits)

Course Fee: \$280.00

**Description:** Provides in-depth view of current and future mainstream features and implementation of cloud computing. Security issues, load balancing and cloud environments. Prepare for contingencies, malfunctions, security threats and other situations that require swift, effective decisions. This course prepares students for the CompTIA Cloud+ exam.

Hours: 2 Lecture. 3 Lab.

## IT 399—Information Systems Independent Study (1-5 Credits)

**Prerequisite:** Instructor permission required  
Course Fee: \$

**Description:** A Bachelor's level independent study class that requires instructor permission.  
Hours: 1-5 Lecture.

## IT 418—Advanced Technology Integration (5 Credits)

**Prerequisite:** IT 301 with a minimum grade of C  
Course Fee: \$125.00

**Description:** This class covers data and communication technologies whose development, and practical application is either newly emerging or whose potential is largely unrealized.

Hours: 2 Lecture. 3 Lab.

## IT 421—Cyber Operations (5 Credits)

**Prerequisite:** IT 321 with a minimum grade of C or equivalent

Course Fee: \$305.00

**Description:** This course is designed to prepare the student to apply security analytics, security intrusion response. The skills learned will help identify and combat advance persistent threat in an ever changing threat landscape. . This course prepares for the assessment for the CompTIA CySA+ exam.

Hours: 2 Lecture. 3 Lab.

## IT 441—DATA SCIENCE AND BIG DATA ANALYTICS (5 Credits)

**Prerequisite:** IT 249 with a minimum grade of C or equivalent

Course Fee: \$225.00

**Description:** This course focuses on the practice of data analytics, the role of the Data Scientist, the main phases of the Data Analytics Lifecycle, analyzing and exploring data statistics for model building and evaluation, the theory and methods of advanced analytics and statistical modeling, the technology and tools that can be used for advanced analytics, operationalizing an analytics project, and data visualization techniques. Successful candidates will achieve an industry data science credential.

Hours: 2 Lecture. 3 Lab.

## IT 461—Advanced Routing and Switching (5 Credits)

**Prerequisite:** IT 271 with a minimum grade of C or equivalent

Course Fee: \$355.00

**Description:** This course is designed to prepare network technicians and engineers to navigate and administer routers and switches, Ethernet LAN switches, VLANs, and WANs. It also covers the topics such as TCP/IP networking, command-line interfaces, switch management, configuring switch interface. This course prepares the student to take the Cisco CCNA exam.

Hours: 5 Lecture.

## IT 481—Information Systems Capstone (5 Credits)

**Prerequisite:** IT 461 with a minimum grade of C  
Course Fee: \$125.00

**Description:** This course focuses on the completion of a capstone project which includes the assimilated skills and knowledge acquired during previous course of study. The student will identify a project, certification, or other endeavor preapproved by the program chair.

Hours: 2 Lecture. 3 Lab.

## JAPN& 121—Japanese I (5 Credits)

**Prerequisite:** ENGL/ 095 with a minimum grade of C or equivalent or Instructor permission  
Course Fee: \$2.00

**Description:** (Formerly JAPAN-101) The first year of the beginning Japanese language sequence of 121, 122, and 123. JAPN&-121 is the first quarter of the sequence. The basic tenets of communications including reading, writing, speaking, and listening are developed in a dynamic second language acquisition environment enhanced by technology. Grammar is used as a communication tool to express meaning as students take part in small group discussions, cultural investigation, and presentation. Authentic materials will be focused on in the class as well as assessment. Students should expect to be immersed in the language. English will be used at a minimum. (Multicultural Course)  
Hours: 5 Lecture.

## JAPN& 122—Japanese II (5 Credits)

**Prerequisite:** JAPN& 121 with a minimum grade of C or Instructor permission.  
Course Fee: \$2.00

**Description:** (Formerly JAPAN-102) JAPN&-122 is the second quarter of the first-year language sequence and continues to build on the skills acquired in JAPN&-121. The basic tenets of communications including reading, writing, speaking, and listening are developed in a dynamic second language acquisition environment enhanced by technology. Grammar is used as a communication tool to express meaning as students take part in small group discussions, cultural investigation, and presentation. Authentic materials will be focused on in the class as well as assessment. Students should expect to be immersed in the language. English will be used at a minimum. (Multicultural Course)  
Hours: 5 Lecture.

## JAPN& 123—Japanese III (5 Credits)

**Prerequisite:** JAPN& 122 with a minimum grade of C or Instructor permission.  
Course Fee: \$2.00

**Description:** (Formerly JAPAN-123) JAPN&-123 is the third quarter of the first-year language sequence and continues to build on the skills acquired in JAPN&-122. The basic tenets of communications including reading, writing, speaking, and listening are developed in a dynamic second language acquisition environment enhanced by technology. Grammar is used as a communication tool to express meaning as students take part in small group discussions, cultural investigation, and presentation. Authentic materials will be focused on in the class as well as assessment. Students should expect to be immersed in the language. English will be used at a minimum. This course satisfies the Multicultural distribution requirement. (Multicultural Course)  
Hours: 5 Lecture.

## LS 101—Introduction to Research (2 Credits)

Course Fee: \$5.00

**Description:** Meet course-related research needs by learning to identify, find, evaluate, incorporate, and cite appropriate sources using a range of research tools.  
Hours: 2 Lecture.

## LS 102—Research for Writing in the Disciplines (2 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C  
Course Fee: \$5.00

**Description:** Students concurrently registered in disciplinary courses will meet course-related research needs by developing strategies to identify, find, evaluate, incorporate, and cite appropriate sources using a broad range of research tools. Evaluation and use of sources for specific disciplines will be emphasized.  
Hours: 2 Lecture.

## LS 301—Research Skills for BAS (2 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C and Admission into a BAS program or instructor permission

Course Fee: \$0.00

**Description:** This course will help the student to meet course-related research needs by developing strategies to identify, find, evaluate, incorporate and cite appropriate sources used in their program of study. Evaluation and use of sources specific to the student's program of study will be emphasized.

Hours: 2 Lecture.

## LOG 102—Transportation & Distribution (5 Credits)

**Prerequisite:** ENGL/ 095 with a minimum grade of C or Assessment at college level reading and writing

Course Fee: \$5.00

**Description:** This course will introduce students to the role and importance of transportation and distribution of cargo in the nation's economy and to overview the operations of each mode of the transportation industry. Students will be introduced to the carrier cost structures and operating characteristics, and public policy as it relates to transportation regulations. Practical aspects of transportation and distribution such as planning, routing, scheduling and loading cargo, and adhering to regulatory, safety, security and administrative requirements will be stressed.

Hours: 5 Lecture.

## LOG 104—Applied Warehousing and Inventory Management (5 Credits)

**Prerequisite:** ENGL/ 095 with a minimum grade of C or Assessment at college level reading and writing

**Recommended Preparation:** LOG 102

Course Fee: \$

**Description:** This course introduces students to practical concepts of warehousing and inventory management including the types of equipment, storage processes and systems, the technologies used to identify and track units in a warehouse, and the regulations designed to ensure safety in warehouse operations. Students will gain a better understanding of warehouse processes through field trips and/or applied lab exercise. Includes a series of applied hands-on exercises. This version of Warehousing & Inventory Management is required for students in the Business AAS degree.

Hours: 5 Lecture.

## LOG 110—International Logistics (3 Credits)

**Prerequisite:** ENGL/ 095 with a minimum grade of C or Assessment at college level reading and writing

**Recommended Preparation:** LOG 102

Course Fee: \$5.00

**Description:** This course is an introduction to International Logistics and how organizations enter into and maintain a global presence. Students will learn global trade strategies and some of the controllable and uncontrollable factors that determine success in a global market.

Hours: 3 Lecture.

## LOG 112—Importing & Exporting (3 Credits)

**Prerequisite:** ENGL/ 095 with a minimum grade of C or Assessment at college level reading and writing

**Recommended Preparation:** LOG 102

Course Fee: \$5.00

**Description:** This course is an introduction to the processes and documentation used in importing and exporting products in today's international marketplace.

Hours: 3 Lecture.

## LOG 115—Logistics Security and Risk Management (3 Credits)

**Recommended Preparation:** LOG 102 with a minimum grade of C

Course Fee: \$5.00

**Description:** This course overviews logistics security threats and risks and the countermeasures that can be used to secure fixed assets and assets in transit. Students will become familiar with applicable domestic and international standards, laws, and regulations as well as the technologies that are used in ensuring that the supply chain is safe.

Hours: 3 Lecture.

## MATH 040—Co-requisite for Intermediate Algebra - MATH 095 (3 Credits)

**Prerequisite:** Concurrent enrollment in Math 95.  
Course Fee: \$0.00

**Description:** This co-requisite class is attached to a MATH 095 course for students who are seeking to strengthen their skill base with pre-requisite topics. Topics to be covered are those pre-requisite skills necessary to learn the content of MATH 095, including linear equations, polynomials, factoring, quadratics, and graphs, and skills for academic success.

Hours: 3 Lecture.

## MATH 041—Co-requisite for Pre-Calculus - MATH& 141 (5 Credits)

**Prerequisite:** Concurrent enrollment in Math 141.

Course Fee: \$0.00

**Description:** This co-requisite class is attached to a MATH& 141 course for students who are seeking to strengthen their skill base with prerequisite topics. Topics to be covered are those prerequisite skills necessary to learn the content of MATH& 141, including algebraic expressions, equations and inequalities, coordinate geometry, linear and quadratic functions and their graphs, graphing calculators, and skills for academic success.

Hours: 5 Lecture.

## MATH 046—Co-requisite for Statistics - MATH& 146 (3 Credits)

**Prerequisite:** Concurrent enrollment in Math& 146.

Course Fee: \$0.00

**Description:** This co-requisite class is attached to a MATH& 146 course for students who are seeking to strengthen their skill base with pre-requisite topics. Topics to be covered are those pre-requisite skills necessary to learn the content of MATH& 146 such as integers, rounding, the relationship between percentages, decimals and fractions, order of operations, solving one- and two-step equations, inequalities, exponents, graphing coordinate points and functions, square roots, scientific notation, interval notation, and skills for academic success.

Hours: 3 Lecture.

## MATH 075—Review Arithmetic (5 Credits)

**Prerequisite:** Completion of the Math Directed Self Placement Tool or appropriate placement.  
Course Fee: \$0.00

**Description:** (Previously MATH-086) Review of basic mathematics including arithmetic of whole numbers, fractions, decimals, percentages, ratios, proportions and plane geometry.

Hours: 5 Lecture.



## MATH 085—Introduction to Elementary Algebra (5 Credits)

**Prerequisite:** Completion of Math Directed Self Placement Tool or appropriate placement.

Course Fee: \$0.00

**Description:** (Previously MATH-088) Beginning algebra specifically designed for students with no algebra background. Topics include introduction to variables and signed numbers, solutions to linear equations and inequalities, simplification of algebraic expressions, evaluation and manipulation of formulas, an emphasis on word problems and graphing of linear equations.

Hours: 5 Lecture.

## MATH 090—Elementary Algebra (5 Credits)

**Prerequisite:** ENGL/ 085 with a minimum grade of C or equivalent and MATH 085 with a minimum grade of C or ABE 068 with a minimum grade of B- or equivalent  
Course Fee: \$0.00

**Description:** Topics include linear equations, polynomials, factoring, rational expressions, and graphing. Scientific calculator required.

Hours: 5 Lecture.

## MATH 093—Descriptive Statistics with Algebra (5 Credits)

**Prerequisite:** MATH 085 with a minimum grade of C or assessment above MATH 085 and ENGL/ 095 with a minimum grade of C or equivalent (may be taken concurrently)

Course Fee: \$0.00

**Description:** Based on the Statway curriculum for teaching statistics with integrated algebra. Introduction to descriptive statistics. Topics include data analysis and statistical studies, graphical and tabular summaries of data, measures of central tendency and variability, basic probability, functions, linear equations, linear regression and two-way tables. Preparation course for MATH-136.

Hours: 5 Lecture.

## MATH 094—Statway Bridge to Business Algebra (5 Credits)

**Prerequisite:** MATH 136 with a minimum grade of C

Course Fee: \$0.00

**Description:** Topics include rates of change, introduction to functions, linear, quadratic, exponential and logarithmic functions and their applications, systems of linear equations and inequalities and their applications.

Hours: 5 Lecture.

## MATH 095—Intermediate Algebra (5 Credits)

**Prerequisite:** Completion of the Math Directed Self Placement Tool or appropriate placement.

Course Fee: \$0.00

**Description:** (Formerly MATH-099) Topics include introduction to functions; linear, quadratic; exponential and logarithmic functions and their applications; systems of linear equations and inequalities and their applications; rational exponents and radicals. Graphing calculator is required.

Hours: 5 Lecture.

## MATH 096—Accelerated Algebra (3 Credits)

**Prerequisite:** MATH 090 with a minimum grade of B or MATH 095 with a minimum grade of C or appropriate MATH placement and ENGL/ 095 with a minimum grade of C or equivalent

**Corequisite:** MATH 140

Course Fee: \$0.00

**Description:** A survey of algebraic concepts and skills intended for students majoring in math, science, or engineering. Topics include linear, quadratic, and radical functions, simplifying expressions, and solving equations. This course integrates the necessary algebraic skills and concepts into MATH-140 Introduction to Precalculus.

Hours: 3 Lecture.

## MATH& 107—Math in Society (5 Credits)

**Prerequisite:** Completion of the Math Directed Self Placement Tool or appropriate placement. Running Start students must place based on Running Start policies.

Course Fee: \$0.00

**Description:** (Formerly MATH-107) A general education course investigating quantitative reasoning and its applications and role in society. Topics may include graph theory, statistics, coding, game theory, symmetry, and geometric and numerical patterns. Mathematical theory combined with quantitative skills will be used in applications to a variety of problems encountered in mathematics and the world. A thematic approach may be taken in this course. Hours: 5 Lecture.

## MATH& 131—Math for Elementary Education 1 (5 Credits)

**Prerequisite:** Completion of the Math Directed Self Placement tool; or appropriate placement. Running Start students must place based on Running Start policies.

Course Fee: \$0.00

**Description:** (Formerly MATH-170) A course for prospective teachers focusing on the mathematics underlying modern elementary school math curricula. Topics include deductive reasoning, set theory, whole numbers, fractions, decimals and their operations, and proportion and percentage. Emphasizes deep conceptual understanding, problem solving, and communication of mathematical ideas. Hours: 5 Lecture.

## MATH& 132—Math for Elementary Education 2 (5 Credits)

**Prerequisite:** Completion of the Math Directed Self Placement tool; or appropriate placement. Running Start students must place based on Running Start policies.

Course Fee: \$0.00

**Description:** (Formerly MATH-171) A course for prospective teachers focusing on the mathematics underlying modern elementary school math curricula. Topics include geometry, measurement, probability, and statistics. Emphasizes deep conceptual understanding, problem solving and communication of mathematical ideas. Hours: 5 Lecture.

## MATH 136—Inferential Statistics (5 Credits)

**Prerequisite:** MATH 093 with a minimum grade of C

Course Fee: \$0.00

**Description:** Based on the Statway curriculum for teaching statistics with integrated algebra. Introduction to inferential statistics. Topics include modeling with linear, exponential and quadratic functions, probability distributions, confidence intervals and hypothesis testing for one and two sample proportions and means tests. Completion of MATH-136 is equivalent to completion of MATH&-146.

Hours: 5 Lecture.

## MATH 140—Introduction to Precalculus (2 Credits)

**Prerequisite:** MATH 090 with a minimum grade of B or MATH 095 with a minimum grade of C or appropriate MATH placement and ENGL/ 095 with a minimum grade of C or equivalent

**Corequisite:** MATH 096

Course Fee: \$0.00

**Description:** This course integrates analytic geometry concepts into MATH-096 Accelerated Algebra. Topics include 1-dimensional and 2-dimensional coordinate geometry, parameterized families of functions and their graphs.

Hours: 2 Lecture.



## MATH& 141—Precalculus I (5 Credits)

**Prerequisite:** Completion of the Math Directed Self Placement Tool or appropriate placement. Running Start students must place based on Running Start policies.

Course Fee: \$0.00

**Description:** (Formerly MATH-115) In-depth study of the concept of a function, including graphs, transformations, operations on functions, and inverse functions. General theory of functions is applied to the study of polynomial, absolute value, radical, rational, exponential, and logarithmic functions. First course in a two course sequence designed to prepare students for Calculus. Graphing calculator required.

Hours: 5 Lecture.

## MATH& 142—Precalculus II (5 Credits)

**Prerequisite:** MATH& 141 with a minimum grade of C or appropriate MATH placement. Course Fee: \$0.00

**Description:** (Formerly MATH-116) An introduction to trigonometric functions and their applications. Topics include unit circle definition of trigonometric functions, graphs, identities, inverse trigonometric functions, and solving equations and triangles. Second course in a two course sequence designed to prepare students for Calculus. Graphing calculators are required.

Hours: 5 Lecture.

## MATH& 146—Introduction to Statistics (5 Credits)

**Prerequisite:** Completion of the Math Directed Self Placement Tool or appropriate placement. Running Start students must place based on Running Start policies.

Course Fee: \$0.00

**Description:** (Formerly MATH-108) Introduction to the basic principles of probability, descriptive statistics, and inferential statistics. Topics include properties of probability, graphical and tabular summaries of data, measures of central tendency and variability, probability distributions, confidence intervals, hypothesis testing, and linear regression.

Hours: 5 Lecture.

## MATH 147—College Algebra for Business and Economics (5 Credits)

**Prerequisite:** Completion of the Math Directed Self Placement Tool or appropriate placement. Running Start students must place based on Running Start policies.

Course Fee: \$12.00

**Description:** (Formerly MATH-111) A precalculus course for business majors. Topics include: polynomials, inequalities, rational functions, marginal revenue and costs, matrix algebra, systems of equations, linear programming by graphing and simplex methods, exponential and logarithmic functions, linear regression, and the time value of money. Required: graphing calculator and knowledge of Excel spreadsheets including graphing.

Hours: 5 Lecture.

## MATH& 146—Introduction to Statistics (5 Credits)

**Prerequisite:** Completion of the Math Directed Self Placement Tool or appropriate placement. Running Start students must place based on Running Start policies.

Course Fee: \$0.00

**Description:** (Formerly MATH-108) Introduction to the basic principles of probability, descriptive statistics, and inferential statistics. Topics include properties of probability, graphical and tabular summaries of data, measures of central tendency and variability, probability distributions, confidence intervals, hypothesis testing, and linear regression.

Hours: 5 Lecture.

## MATH 147—College Algebra for Business and Economics (5 Credits)

**Prerequisite:** Completion of the Math Directed Self Placement Tool or appropriate placement. Running Start students must place based on Running Start policies.

Course Fee: \$12.00

**Description:** (Formerly MATH-111) A precalculus course for business majors. Topics include: polynomials, inequalities, rational functions, marginal revenue and costs, matrix algebra, systems of equations, linear programming by graphing and simplex methods, exponential and logarithmic functions, linear regression, and the time value of money. Required: graphing calculator and knowledge of Excel spreadsheets including graphing.

Hours: 5 Lecture.

## MATH& 148—Business Calculus (5 Credits)

**Prerequisite:** MATH 147 with a minimum grade of C or (appropriate MATH placement and department permission); and knowledge of Excel spreadsheet software including graphing

Course Fee: \$0.00

**Description:** (Formerly MATH-112) (For students in business, economics, social sciences and other fields requiring minimal calculus.) Topics include the derivative, rates of change, maxima and minima, the integral and applications of integrals. Required: graphing calculator and knowledge of Excel spreadsheets including graphing.

Hours: 5 Lecture.

## MATH& 151—Calculus I (5 Credits)

**Prerequisite:** MATH& 142 with a minimum grade of C or (appropriate MATH placement and department permission.)

Course Fee: \$4.00

**Description:** Topics of calculus are presented geometrically, numerically, and symbolically. MATH& 151 topics include limits, introduction to differentiation (including derivatives of exponential and logarithmic functions), and applications of the derivative. Graphing calculator required.

Hours: 5 Lecture.

## MATH& 152—Calculus II (5 Credits)

**Prerequisite:** MATH& 151 with a minimum grade of C or (appropriate MATH placement and department permission.)

Course Fee: \$4.00

**Description:** Topics of calculus are presented geometrically, numerically, and symbolically. MATH& 152 topics include applications of integration, differentiation, and methods of integration including improper integrals. Graphing calculator required.

Hours: 5 Lecture.

## MATH& 153—Calculus III (5 Credits)

**Prerequisite:** MATH& 152 with a minimum grade of C or (appropriate MATH placement and department permission.)

Course Fee: \$4.00

**Description:** Topics of calculus are presented geometrically, numerically, and symbolically. MATH&-153 topics include sequences, infinite series, Taylor series, Taylor polynomials, vectors, and functions of several variables. Graphing calculator required.

Hours: 5 Lecture.

## MATH 220—Linear Algebra (5 Credits)

**Prerequisite:** MATH& 153 with a minimum grade of C or (appropriate MATH placement and department permission.)

Course Fee: \$0.00

**Description:** Topics include linear systems of equations, matrices, determinants, vectors, abstract vector spaces, linear transformations, eigenvectors and applications. Graphing calculator required.

Hours: 5 Lecture.

## MATH 238—Elements of Differential Equations (5 Credits)

**Prerequisite:** MATH& 153 with a minimum grade of C or (appropriate MATH placement and department permission.)

Course Fee: \$0.00

**Description:** Introductory Course in ordinary differential equations. Topics includes first- and second-order differential equations, Laplace transform, power series solutions, applications and modeling. Graphing calculator required.

Hours: 5 Lecture.

## MATH& 254—Calculus IV (5 Credits)

**Prerequisite:** MATH& 153 with a minimum grade of C or (appropriate MATH placement and department permission.)

Course Fee: \$4.00

**Description:** (Formerly MATH-224) Topics of multivariable calculus are presented geometrically, numerically, and algebraically. Emphasis is on problem-solving and understanding concepts. Computers and graphing calculators are used as tools to assist the student in learning to think mathematically. Topics include cylindrical and spherical coordinates, vector valued functions, functions of several variables, partial differentiation, gradients, and double and triple integrals and vector calculus, including Green's and Stokes' theorems. Graphing calculator required.

Hours: 5 Lecture.

## MO 101—Healthcare Delivery and Alternate Care (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C and HIT 130 with a minimum grade of C (may be taken concurrently) or HIT 105 with a minimum grade of C (may be taken concurrently)

Course Fee: \$10.00

**Description:** Students will be introduced to the many types of health care delivery systems in the United States. Students will identify laws, regulations, standards, initiatives, and payment systems; policies and procedures applicable to the various health care organizations. Students will gain an appreciation of the roles and disciplines of the providers throughout the continuum of health care in the US.

Hours: 5 Lecture.

## MO 110—Medical Office Procedures (5 Credits)

**Prerequisite:** MO 101 with a minimum grade of C and HIT 130 with a minimum grade of C or HIT 105 with a minimum grade of C

Course Fee: \$0.00

**Description:** This class covers customary daily activities of a medical office including computerized appointment setting, insurance verification and compliance, chart maintenance, documentation creation, filing, customer service skills, confidentiality, patient referrals, and being part of the healthcare team.

Hours: 5 Lecture. 0 Lab.

## MO 115—Medical Scribe (4 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C May be taken concurrently and HIT 105 with a minimum grade of C or equivalent BIOL& 175 with a minimum grade of C May be taken concurrently or BIOL& 241 with a minimum grade of C May be taken concurrently and BIOL& 242 with a minimum grade of C May be taken concurrently  
Course Fee: \$10.00

**Description:** This course provides students with skills necessary to enter information into a patient's electronic health record or chart at the direction of a physician or licensed independent practitioner. Topics include Basic Coding, HIPAA Compliance, Medico-legal risk mitigation, EHR functionality, elements of documentation, CMS Physician Quality Reporting Systems, The Joint Commission's Accountability Measures, and a general knowledge of the roles and responsibilities of medical personnel.  
Hours: 4 Lecture.

## MO 131—Beginning Outpatient Dx Coding (2 Credits)

**Prerequisite:** HIT 130 with a minimum grade of C or HIT 105 with a minimum grade of C MO 101 with a minimum grade of C (may be taken concurrently)  
Course Fee: \$

**Description:** This course will introduce students to the basic principles of ICD-10-CM diagnostic coding in the outpatient care setting.  
Hours: 2 Lecture.

## MO 143—Medical Office Professional Development and Ethics (3 Credits)

**Prerequisite:** MO 110 with a minimum grade of C and MO 159 with a minimum grade of C  
Course Fee: \$0.00

**Description:** This course discusses many of the professional standards and skills needed to succeed in a healthcare career. Topics include work ethic, teamwork, communication, cultural competence, personal image, and health and wellness. Students will prepare to enter the workforce with cover-letter, resume, and interview practice.  
Hours: 3 Lecture.

## MO 151—Insurance Claims Processing (5 Credits)

**Prerequisite:** MO 110 with a minimum grade of C and MO 159 with a minimum grade of C and MO 185 with a minimum grade of C (may be taken concurrently)  
Course Fee: \$15.00

**Description:** This class will introduce students to major insurance programs, regulations that affect health insurance, and various requirements of insurance claims processing.  
Hours: 5 Lecture.

## MO 159—Beginning Outpatient Px Coding (3 Credits)

**Prerequisite:** MO 101 with a minimum grade of C and MO 131 with a minimum grade of C and HIT 130 with a minimum grade of C or HIT 105 with a minimum grade of C  
Course Fee: \$

**Description:** This course introduces students to procedural coding for outpatient services in hospitals, physicians' offices and medical clinics. Emphasis is on ambulatory service coding and medical necessity.  
Hours: 3 Lecture.

## MO 185—Medical Billing Specialist (MBS) Practicum (3 Credits)

**Prerequisite:** MO 151 with a minimum grade of C or concurrent enrollment

Course Fee: \$15.00

**Description:** This class will include a simulated clinical experience. Students will apply skills and knowledge acquired in previous courses to medical reimbursement settings.

Hours: 1 Lecture. 2 Lab.

## MUSC& 105—Music Appreciation (5 Credits)

Course Fee: \$5.00

**Description:** (Formerly MUS-107) (For the general college student; recommended for education majors.) A focus on listening to music with understanding. A strong emphasis on learning the elements of music, and how they relate to different styles of music.

Hours: 5 Lecture.

## MUSC 106—World Music (5 Credits)

Course Fee: \$5.00

**Description:** (Formerly MUS-106) An introduction to musics of various cultures of the world. This class explores the elements of music, music as an expression of human values, music as an identity, and music as a lifestyle. (Multicultural Course)

Hours: 5 Lecture.

## MUSC 110—Introduction to Digital Music (5 Credits)

Course Fee: \$0.00

**Description:** This course introduces students to using computers and digital audio work station applications to make music. Topics covered include: an applied understanding of the elements of music, basic audio editing techniques, basic recording techniques, basic MIDI sequencing, and live performance with digital technology.

Hours: 5 Lecture.

## MUSC 120—Music in the Classroom (5 Credits)

Course Fee: \$10.00

**Description:** (Formerly MUS-120) Designed to instruct elementary education majors in practices with which they might implement music into their classrooms. This course will encompass individual music lesson plans as well as techniques to utilize music within other classroom subjects. Students will lead songs, lessons, and practice exercises in teaching music.

Hours: 5 Lecture.

## MUSC 122—Class Applied Music: Voice (2 Credits)

Course Fee: \$5.00

**Description:** (Formerly MUSC 151 and MUSC 251) Class instruction for the beginning voice student. Development of vocal skills required for performance in solo singing and ensembles as well as an emphasis on reading music and an understanding of basic music theory.

Hours: 1 Lecture. 1 Lab.

## MUSC 124—Class Applied Music: Piano I (2 Credits)

Course Fee: \$10.00

**Description:** (Formerly MUS-124) Class instruction for the beginning piano student. Development of physical skills required for performance on keyboard instruments as well as an emphasis on reading music and an understanding of basic music theory. (Performance/skills course)

Hours: 1 Lecture. 1 Lab.

## MUSC 125—Class Applied Music: Piano II (2 Credits)

**Prerequisite:** MUSC 124 or Instructor permission.

Course Fee: \$10.00

**Description:** (Formerly MUS-125) Second class in a sequence of instruction for the beginning piano student. Continued development of physical skills required for performance on keyboard instruments, as well as an emphasis on reading music and an understanding of basic music theory. (Performance/skills course)

Hours: 1 Lecture. 1 Lab.

## MUSC 126—Class Applied Music: Piano III (2 Credits)

**Prerequisite:** MUSC 125 or Instructor permission.

Course Fee: \$10.00

**Description:** (Formerly MUS-126) Third quarter of class instruction for the beginning piano student. Continued development of physical skills required for performance on keyboard instruments, as well as an emphasis on reading intermediate/advanced piano music and an understanding of music theory.(Performance/Skill course)

Hours: 1 Lecture. 1 Lab.

## MUSC 131—Applied Lessons Strings 1 (1 Credits)

**Prerequisite:** Enrollment requires instructor approval.

Course Fee: \$500.00

**Description:** Private instruction on a string instrument (violin, viola, cello, bass, harp, guitar). One-on-one instruction in weekly lessons. Performance/skills course.

Hours: 1 Lab.

## MUSC 132—Applied Lessons Brass 1 (1 Credits)

**Prerequisite:** Enrollment requires instructor approval.

Course Fee: \$500.00

**Description:** Private instruction on brass instrument (horn, trumpet, trombone, euphonium, tuba). One-on-one instruction in weekly lessons. Performance/skills course.

Hours: 1 Lab.

## MUSC 133—Applied Lessons Woodwind 1 (1 Credits)

**Prerequisite:** Enrollment requires instructor approval.

Course Fee: \$500.00

**Description:** Private instruction on a woodwind instrument (flute, oboe, clarinet, bassoon, or saxophone). One-on-one instruction in weekly lessons. Performance/skills course.

Hours: 1 Lab.

## MUSC 134—Applied Lessons Percussion 1 (1 Credits)

**Prerequisite:** Enrollment requires instructor approval.

Course Fee: \$500.00

**Description:** Private instruction on traditional concert percussion instruments. One-on-one instruction in weekly lessons. Performance/skills course.

Hours: 1 Lab.

## MUSC 135—Applied Lessons Keyboard 1 (1 Credits)

**Prerequisite:** Enrollment requires instructor approval.

Course Fee: \$500.00

**Description:** Private instruction on traditional keyboard instruments (piano, organ). One-on-one instruction in weekly lessons. Performance/skills course.

Hours: 1 Lab.

## MUSC 136—Applied Lessons Voice 1 (1 Credits)

**Prerequisite:** Enrollment requires instructor approval.

Course Fee: \$500.00

**Description:** Private instruction in singing. One-on-one instruction in weekly lessons. Performance/skills course.

Hours: 1 Lab.

## MUSC& 141—Music Theory I (5 Credits)

Course Fee: \$30.00

**Description:** (Formerly MUSC 141) Introduction to the materials of Western music: notation, rhythm, scales, intervals, and diatonic triads. Includes elementary ear-training and sight-singing.

Hours: 5 Lecture.



## MUSC& 142—Music Theory II (5 Credits)

**Prerequisite:** MUSC& 141 with a minimum grade of C or Instructor permission.

Course Fee: \$30.00

**Description:** (Formerly MUSC 142) Introduction to the study of Western diatonic harmony. Analysis of 18th and 19th century harmonic usage; composition exercises stressing correct voice-leading and chord succession. Further development of aural skills through ear-training and sight-singing.

Hours: 5 Lecture.

## MUSC& 143—Music Theory III (5 Credits)

**Prerequisite:** MUSC& 142 with a minimum grade of C or Instructor permission.

Course Fee: \$30.00

**Description:** (Formerly MUSC 143) Continued study of Western diatonic harmony, and introduction to chromatic harmony through analysis and composition exercises. Further development of aural skills through ear-training, and sight-singing.

Hours: 5 Lecture.

## MUSC 152—Chamber Choir I (2-4 Credits)

**Recommended Preparation:** MUSC 122 with a minimum grade of C

Course Fee: \$0.00

**Description:** (Formerly MUS 180 and MUSC 180) Chamber Choir is the primary vocal ensemble here at Tacoma Community College. Chamber Choir sings a wide range of music. Known for its versatility and polished performances, this group can sing both on and off campus throughout quarter. Recommended that students take MUSC 122 as a prerequisite, but not necessary with prior choral experience. May be taken 3 times. Performance/skills course.

Hours: 1.2 Lecture. 0.8-4 Lab.

## MUSC 160—Orchestra I (2 Credits)

**Prerequisite:** Audition or Instructor permission.

Course Fee: \$30.00

**Description:** (Formerly MUS-160) Preparation and performance of orchestra music. Students are expected to attend weekly rehearsals, and participate in all concerts. The orchestra is a combination of student and volunteer community musicians. This course is designed for experienced orchestra musicians, in their first year of participation in ensembles at TCC.

Admission by audition or instructor approval.

May be taken 3 times. Performance/skills course.

Hours: 1.8 Lecture. 0.2 Lab.

## MUSC 161—Symphonic Band I (2-3 Credits)

**Prerequisite:** Audition only - Instructor Approval Needed

Course Fee: \$30.00

**Description:** (Formerly MUS 290 and MUSC 290) Preparation and performance of concert band music. Students are expected to attend weekly rehearsals, and participate in at least 1 quarterly concert. This band is a combination of student and volunteer community musicians. This course is designed for students in their first year of participation in the TCC symphonic band.

Admission by audition and instructor approval.

May be taken three times. (Performance/skills course.)

Hours: 1.8-3 Lecture. 0.2 Lab.

## MUSC 165—Jazz Band I (2 Credits)

**Prerequisite:** Audition only - instructor approval needed.

Course Fee: \$30.00

**Description:** (Formerly MUS 291 and MUSC 291) Preparation and performance of jazz band music. Students are expected to attend weekly rehearsals, and participate in at least 1 quarterly concert. This band is a combination of student and volunteer community musicians. This course is designed for students in their first year of participation in the TCC jazz band. Admission by audition and instructor approval. (Performance/skills course.)

Hours: 1.8 Lecture. 0.2 Lab.

## MUSC 179—Special Topics in Music (5 Credits)

Course Fee: \$0.00

**Description:** (Formerly MUSC 150) Studies of music related topics outside of the normal course offerings. Topics may include: focused analysis of a music genre, application of different music media, or a detailed examination of historical music styles.

Hours: 5 Lecture.

## MUSC 231—Applied Lessons Strings 2 (1 Credits)

**Prerequisite:** MUSC 131 with a minimum grade of C and Enrollment requires instructor approval.  
Course Fee: \$500.00

**Description:** Private instruction on string instruments (violin, viola, cello, bass, harp, guitar), at an intermediate through advanced level. One-on-one instruction in weekly lessons. Performance/skills course.

Hours: 1 Lab.

## MUSC 232—Applied Lessons Brass 2 (1 Credits)

**Prerequisite:** MUSC 132 with a minimum grade of C and Enrollment requires instructor approval.  
Course Fee: \$500.00

**Description:** Private instruction on brass instruments (horn, trumpet, trombone, euphonium, tuba), at an intermediate through advanced level. One-on-one instruction in weekly lessons. Performance/skills course.

Hours: 1 Lab.

## MUSC 233—Applied Lessons Woodwind 2 (1 Credits)

**Prerequisite:** MUSC 133 with a minimum grade of C and Enrollment requires instructor approval.  
Course Fee: \$500.00

**Description:** Private instruction on woodwind instrument (flute, oboe, clarinet, bassoon, or saxophone), at an intermediate through advanced level. One-on-one instruction in weekly lessons. Performance/skills course.

Hours: 1 Lab.

## MUSC 234—Applied Lessons Percussion 2 (1 Credits)

**Prerequisite:** MUSC 134 with a minimum grade of C and Enrollment requires instructor approval.

Course Fee: \$500.00

**Description:** Private instruction on traditional concert percussion instruments, at an intermediate through advanced level.. One-on-one instruction in weekly lessons. Performance/skills course.

Hours: 1 Lab.

## MUSC 235—Applied Lessons Keyboard 2 (1 Credits)

**Prerequisite:** MUSC 135 with a minimum grade of C and Enrollment requires instructor approval.  
Course Fee: \$500.00

**Description:** Private instruction on traditional keyboard instruments (piano, organ) at intermediate or advanced level. One-on-one instruction in weekly lessons. Performance/skills course.

Hours: 1 Lab.

## MUSC 236—Applied Lessons Voice 2 (1 Credits)

**Prerequisite:** MUSC 136 with a minimum grade of C and Enrollment requires instructor approval.  
Course Fee: \$500.00

**Description:** Private instruction in singing at an intermediate through advanced level. One-on-one instruction in weekly lessons. Performance/skills course.

Hours: 1 Lab.

## MUSC& 242—Music Theory V (5 Credits)

**Prerequisite:** MUSC& 241 with a minimum grade of C or Instructor permission.  
Course Fee: \$30.00

**Description:** The study of extended chromatic harmony. An analysis of 18th and 19th century harmonic usage; modulations, extended chromatic chord structures, and mode mixture. Continued study of binary and ternary forms and analysis. Further development of aural skills through ear training and sight singing.

Hours: 5 Lecture.



## MUSC& 243—Music Theory VI (5 Credits)

**Prerequisite:** MUSC& 242 with a minimum grade of C or Instructor permission.

Course Fee: \$30.00

**Description:** Introduction to Western and non-Western post-chromatic theory. Analysis of 20th and 21st century harmonic usage; modal theory, and atonal theory. Further development of aural skills through ear training and sight singing.

Hours: 5 Lecture.

## MUSC 252—Chamber Choir II (2-4 Credits)

**Prerequisite:** Instructor permission or three quarters of MUSC 152

Course Fee: \$30.00

**Description:** (Formerly MUS 280 and MUSC 280) Chamber Choir is the primary vocal ensemble here at Tacoma Community College. Chamber Choir sings a wide range of music. Known for its versatility and polished performances, this group can sing both on and off campus throughout quarter. Designed for students that have completed 3 quarters of MUSC 152. May be taken 3 times. Performance/skills course.

Hours: 1.2 Lecture. 0.8-4 Lab.

## MUSC 260—Orchestra II (2-3 Credits)

**Prerequisite:** MUSC 160 with a minimum grade of C or Audition or instructor permission.

Course Fee: \$30.00

**Description:** (Formerly MUS-260) Advanced preparation and performance of orchestra music. Students are expected to attend weekly rehearsals, and participate in at least 1 quarterly concert. This orchestra is a combination of student and volunteer community musicians. This course is designed for students in their second year of participation in the TCC orchestra. Admission by audition or instructor approval. May be taken three times. Performance/skills course.

Hours: 1.8-3 Lecture. 0.2 Lab.

## MUSC 261—Symphonic Band II (2 Credits)

**Prerequisite:** MUSC 161 with a minimum grade of C or Instructor approval by audition.

Course Fee: \$30.00

**Description:** Advanced preparation and performance of concert band music. Students are expected to attend weekly rehearsals, and participate in at least 1 quarterly concert. This band is a combination of student and volunteer community musicians. This course is designed for students in their second year of participation in the TCC concert band. Admission by audition and instructor approval. May be taken three times. Performance/skills course.

Hours: 1.8 Lecture. 0.2 Lab.

## MUSC 265—Jazz Band II (2 Credits)

**Prerequisite:** MUSC 165 with a minimum grade of C or Instructor approval by audition.

Course Fee: \$30.00

**Description:** Advanced preparation and performance of jazz band music. Students are expected to attend weekly rehearsals, and participate in at least 1 quarterly concert. This orchestra is a combination of student and volunteer community musicians. This course is designed for students in their second year of participation in the TCC jazz band. Admission by audition or instructor approval. May be taken three times. Performance/skills course.

Hours: 1 Lecture. 1 Lab.

## MUSC 299—Independent Study (1-5 Credits)

**Prerequisite:** Instructor permission.

Course Fee: \$0.00

**Description:** Independent learning activity designed jointly by student and instructor to improve and/or increase the learner's knowledge and skill in the area of music. This course is an elective, and transferability is inconsistent. Instructor approval needed for enrollment. Variable credit course.

Hours: 1-5 Lecture.

## NURS 101—Health & Illness Level 1 (2 Credits)

**Prerequisite:** Admission to the Nursing Program  
Course Fee: \$110.00

**Description:** This course introduces the student to beginning knowledge of nursing practice. It focuses on the concepts Assessment; Health, Wellness & Illness; and Comfort across the lifespan.

Hours: 2 Lecture. 0 Lab.

## NURS 102—Health & Illness Level 2 (5 Credits)

**Prerequisite:** NURS 115 with a minimum grade of C and NURS 181 with a minimum grade of C and NURS 191 with a minimum grade of C and NURS 153 with a minimum grade of C and SOCSC 204 with a minimum grade of C and NURS 101 with a minimum grade of C  
Course Fee: \$115.00

**Description:** Course description: This course introduces the student to beginning knowledge of nursing practice. Health and Illness concepts included in this course are: Sexuality, Reproduction, Mobility, Sensory Perception, Tissue Integrity, Immunity, Elimination, and Nutrition. All concepts are applied to the care of individuals across the lifespan.

Hours: 5 Lecture. 0 Lab.

## NURS 103—Health & Illness Level 3 (3 Credits)

**Prerequisite:** NURS 154 with a minimum grade of C and NURS 116 with a minimum grade of C and NURS 192 with a minimum grade of C and NURS 102 with a minimum grade of C  
Course Fee: \$115.00

**Description:** This course introduces the student to intermediate knowledge of nursing practice. Health and Illness concepts included in this course are: Fluid and Electrolytes, Acid-Base Balance, Inflammation, Infection and Metabolism. All concepts are applied to the care of individuals across the lifespan.

Hours: 3 Lecture. 0 Lab.

## NURS 115—Skills and Assessment Lab I (2 Credits)

**Prerequisite:** Admission to the Nursing Program  
Course Fee: \$40.00

**Description:** This course introduces the nursing student to the application of concepts through clinical skills in the laboratory setting. Concepts of assessment, caring interventions, teaching and learning, safety, mobility, elimination, perfusion, oxygenation, and infection will be included across the lifespan. Students will participate in supervised practice and competency validation under simulated conditions.

Hours: 2 Lab.

## NURS 116—Skills and Assessment Lab II (3 Credits)

**Prerequisite:** NURS 115 with a minimum grade of C and NURS 153 with a minimum grade of C and NURS 181 with a minimum grade of C and NURS 191 with a minimum grade of C and NURS 101 with a minimum grade of C and SOCSC 204 with a minimum grade of C  
Course Fee: \$216.00

**Description:** This course introduces the nursing student to the application of concepts through clinical skills in the laboratory setting. Concepts of assessment, caring interventions, comfort, fluid and electrolytes, elimination, nutrition, metabolism, tissue integrity, and infection will be included across the lifespan. Accurate calculation, measurement, and administration of medications will be also be emphasized. Students will participate in supervised practice and competency validation under simulated conditions.

Hours: 3 Lab.

## NURS 124—Clinical Simulation III (2 Credits)

**Prerequisite:** NURS 116 with a minimum grade of C and NURS 154 with a minimum grade of C and NURS 192 with a minimum grade of C and NURS 102 with a minimum grade of C  
Course Fee: \$89.00

**Description:** This course provides learning opportunities through simulated practice of nursing care delivery. It includes participation in select patient scenarios across the lifespan in a simulation lab setting, using application of concepts in coordination with other courses in the program.

Hours: 2 Lab.

## NURS 153—Pharmacology I (1 Credits)

**Prerequisite:** Admission to the Nursing Program  
Course Fee: \$10.00

**Description:** This course introduces the student to pharmacology. Pharmacological concepts included in this course are: pharmacokinetics, routes of administration, dosage calculation, safe medication administration, therapeutic effects, side and adverse effects, interactions, and contraindications. Specific medications related to the concepts Health, Wellness & Illness, Comfort, Stress & Coping, and Development are included.

Hours: 1 Lecture.

## NURS 154—Pharmacology II (1 Credits)

**Prerequisite:** NURS 115 with a minimum grade of C and NURS 191 with a minimum grade of C and NURS 181 with a minimum grade of C and NURS 153 with a minimum grade of C and NURS 101 with a minimum grade of C and SOCSC 204 with a minimum grade of C  
Course Fee: \$10.00

**Description:** This course continues with pharmacological concepts about the pharmacokinetics, routes of administration, dosage calculation, safe medication administration, therapeutic effects, side and adverse effects, interactions, and contraindications of specific medications for the following areas: Immunity, Sexuality, Reproduction, Elimination, and Nutrition across the lifespan.

Hours: 1 Lecture.

## NURS 155—Pharmacology III (1 Credits)

**Prerequisite:** NURS 116 with a minimum grade of C and NURS 192 with a minimum grade of C and NURS 154 with a minimum grade of C and NURS 102 with a minimum grade of C  
Course Fee: \$10.00

**Description:** This course continues with pharmacological concepts about the pharmacokinetics, routes of administration, dosage calculation, safe medication administration, therapeutic effects, side and adverse effects, interactions, and contraindications of specific medications for these areas across the lifespan: Fluid and Electrolytes, Acid-Base Balance, Inflammation, Infection, and Metabolism.

Hours: 1 Lecture.

## NURS 181—Professional Concepts I (1 Credits)

**Prerequisite:** Admission to the Nursing Program  
Course Fee: \$5.00

**Description:** This course introduces the student to beginning knowledge, skills and attitudes of nursing as a profession and includes the following concepts across the lifespan: Professional Behaviors, Collaboration, and Clinical Decision Making.

Hours: 1 Lecture.

## NURS 182—Professional Concepts II (1 Credits)

**Prerequisite:** NURS 115 with a minimum grade of C and NURS 153 with a minimum grade of C and NURS 181 with a minimum grade of C and NURS 191 with a minimum grade of C and NURS 101 with a minimum grade of C NURS 171 with a minimum grade of C and NURS 172 with a minimum grade of C

Course Fee: \$5.00

**Description:** This course introduces the student to beginning knowledge, skills and attitudes of nursing as a profession and includes the following concepts across the lifespan: Legal Issues, Health Care Systems, and Informatics. Hours: 1 Lecture.

## NURS 183—Professional Concepts III (1 Credits)

**Prerequisite:** NURS 116 with a minimum grade of C and NURS 154 with a minimum grade of C and NURS 182 with a minimum grade of C and NURS 192 with a minimum grade of C or NURS 102 with a minimum grade of C NURS 173 with a minimum grade of C and NURS 174 with a minimum grade of C

Course Fee: \$0.00

**Description:** This course introduces the student to intermediate knowledge, skills and attitudes of nursing as a profession and includes the following concepts across the lifespan: Teaching and Learning, Safety, and Evidence-Based Practice.

Hours: 1 Lecture.

## NURS 191—Clinical I (3 Credits)

**Prerequisite:** Admission to the Nursing Program  
Course Fee: \$37.00

**Description:** This course introduces students to the application of concepts and skills in sub-acute care and community settings. Principles of communication, assessment, safety, and application of the nursing process will be included across the lifespan.

Hours: 3 Lab.

## NURS 192—Clinical II (3 Credits)

**Prerequisite:** NURS 115 with a minimum grade of C and NURS 153 with a minimum grade of C and NURS 181 with a minimum grade of C and NURS 191 with a minimum grade of C and NURS 101 with a minimum grade of C and SOCSC 204 with a minimum grade of C

Course Fee: \$37.00

**Description:** This course introduces students to the application of concepts and skills in subacute and acute care settings across the lifespan, including maternal-child and pediatrics. Mental health concepts are an additional focus as applied to patients/clients in non-psychiatric settings. Principles of communication, safety, and application of the nursing process, including accurate calculation, measurement, and administration of medications, will be included.

Hours: 3 Lab.

## NURS 193—Clinical III (3 Credits)

**Prerequisite:** NURS 116 with a minimum grade of C and NURS 154 with a minimum grade of C and NURS 192 with a minimum grade of C and NURS 102 with a minimum grade of C

Course Fee: \$37.00

**Description:** This course introduces students to the application of concepts and skills in caring for patients with medical-surgical needs in the acute care setting across the lifespan. Principles of communication, safety, and application of the nursing process, including accurate calculation, measurement, and administration of medications, will be included.

Hours: 3 Lab.

## NURS 201—Health & Illness Level 4 (4 Credits)

**Prerequisite:** NURS 124 with a minimum grade of C and NURS 155 with a minimum grade of C and NURS 193 with a minimum grade of C and NURS 103 with a minimum grade of C and PHIL 201 with a minimum grade of C

Course Fee: \$115.00

**Description:** This course introduces the student to intermediate knowledge of nursing practice. Health and Illness concepts included in this course are: Neuroprotection, Oxygenation, Perfusion, and Thermoregulation. All concepts are applied to the care of individuals across the lifespan.

Hours: 4 Lecture. 0 Lab.

## NURS 202—Health & Illness Level 5 (4 Credits)

**Prerequisite:** NURS 226 with a minimum grade of C and NURS 256 with a minimum grade of C and NURS 294 with a minimum grade of C and NURS 201 with a minimum grade of C and PHIL 202 with a minimum grade of C

Course Fee: \$115.00

**Description:** This course introduces the student to advanced knowledge of nursing practice. It addresses complex aspects of the following health and illness concepts: Immunity, Fluid and Electrolytes, Tissue Integrity, Cellular Regulation, Comfort, and Grief and Loss. All concepts are applied to the care of individuals across the lifespan.

Hours: 4 Lecture. 0 Lab.

## NURS 226—Clinical Simulation IV (2 Credits)

**Prerequisite:** (PHIL 201 with a minimum grade of C and NURS 124 with a minimum grade of C and NURS 155 with a minimum grade of C and NURS 193 with a minimum grade of C and NURS 103 with a minimum grade of C) or (NURS 117 with a minimum grade of C and NURS 125 with a minimum grade of C and NURS 156 with a minimum grade of C and NURS 177 with a minimum grade of C and NURS 184 with a minimum grade of C)

Course Fee: \$57.00

**Description:** This course provides continued learning opportunities through simulated practice of nursing care delivery. It includes participation in select patient/client scenarios across the lifespan in a simulation lab setting, using application of concepts in coordination with other courses in the program.

Hours: 2 Lab.

## NURS 227—Clinical Simulation V (2 Credits)

**Prerequisite:** NURS 226 with a minimum grade of C and NURS 256 with a minimum grade of C and PHIL 202 with a minimum grade of C and NURS 294 with a minimum grade of C and NURS 201 with a minimum grade of C

Course Fee: \$117.00

**Description:** This course provides advanced learning opportunities through simulated practice of nursing care delivery. It includes participation in select patient scenarios across the lifespan in a simulation lab setting, using application of concepts in coordination with other courses in the program.

Hours: 2 Lab.

## NURS 228—Clinical Simulation VI (1 Credits)

**Prerequisite:** NURS 227 with a minimum grade of C and NURS 257 with a minimum grade of C and SOCSC 205 with a minimum grade of C and NURS 295 with a minimum grade of C and NURS 202 with a minimum grade of C

Course Fee: \$65.00

**Description:** This course provides culminating learning opportunities through simulated practice of nursing care delivery. It includes participation in select patient scenarios across the lifespan in a simulation lab setting, using application of concepts in coordination with other courses in the program.

Hours: 1 Lab.

## NURS 234—Transition to Practice: Seminar (1 Credits)

**Prerequisite:** NURS 227 with a minimum grade of C and NURS 257 with a minimum grade of C and SOCSC 205 with a minimum grade of C and NURS 295 with a minimum grade of C and NURS 202 with a minimum grade of C

**Corequisite:** NURS 296

Course Fee: \$5.00

**Description:** This course supports the student's Transition To Practice clinical experience in NURS 296. It provides the opportunity to reflect on clinical experiences with peers, and formulate problem-solving strategies that can be applied in the clinical setting

Hours: 1 Lecture.

## NURS 244—Preparation for the Natl Council Licensing Exam (1 Credits)

**Prerequisite:** NURS 227 with a minimum grade of C and NURS 295 with a minimum grade of C and NURS 257 with a minimum grade of C and SOCSC 205 with a minimum grade of C and NURS 202 with a minimum grade of C

Course Fee: \$100.00

**Description:** This course is to prepare students through extensive assessment and review for the National Council of State Boards of Nursing's National Council Licensing Examination for Registered Nurses (NCLEX-RN).

Hours: 1 Lab.

## NURS 256—Pharmacology IV (1 Credits)

**Prerequisite:** (NURS 124 with a minimum grade of C and NURS 193 with a minimum grade of C and NURS 155 with a minimum grade of C and PHIL 201 with a minimum grade of C and NURS 103 with a minimum grade of C) or (NURS 117 with a minimum grade of C and NURS 125 with a minimum grade of C and NURS 156 with a minimum grade of C and NURS 177 with a minimum grade of C and NURS 184 with a minimum grade of C)

Course Fee: \$10.00

**Description:** This course continues with pharmacological concepts about the pharmacokinetics, routes of administration, dosage calculation, safe medication administration, therapeutic effects, side and adverse effects, interactions, and contraindications of specific medications for these areas across the lifespan: Oxygenation, Perfusion, and Neuroprotection.

Hours: 1 Lecture.

## NURS 257—Pharmacology V (1 Credits)

**Prerequisite:** NURS 226 with a minimum grade of C and NURS 294 with a minimum grade of C and NURS 256 with a minimum grade of C and PHIL 202 with a minimum grade of C and NURS 201 with a minimum grade of C

Course Fee: \$10.00

**Description:** This course continues with pharmacological concepts about the pharmacokinetics, routes of administration, dosage calculation, safe medication administration, therapeutic effects, side and adverse effects, interactions, and contraindications of specific medications or fluids for medications in these areas: immunity, fluid and electrolytes, infection, cellular regulation, comfort, cognition and mood and affect across the lifespan.

Hours: 1 Lecture.



## NURS 260—Advanced Intravenous Therapy Skills (1 Credits)

**Prerequisite:** NURS 103 with a minimum grade of C and NURS 124 with a minimum grade of C and NURS 155 with a minimum grade of C and NURS 193 with a minimum grade of C and PHIL 201 with a minimum grade of C

Course Fee: \$0.00

**Description:** This course provides advanced content related to the care of clients receiving intravenous therapies. Concepts include selecting solutions, managing common complications of intravenous access devices and therapy, legal/ethical considerations, infection control, managing catheters and implanted access devices. The concepts Clinical Decision Making, Growth and Development, Nutrition, pharmacology, and Teaching and Learning are integrated.

Hours: 0.5 Lecture. 0.5 Lab.

## NURS 284—Professional Concepts IV (1 Credits)

**Prerequisite:** NURS 124 with a minimum grade of C and NURS 155 with a minimum grade of C and NURS 183 with a minimum grade of C and NURS 193 with a minimum grade of C and NURS 103 with a minimum grade of C NURS 175 with a minimum grade of C and NURS 176 with a minimum grade of C or NURS 117 with a minimum grade of C and NURS 125 with a minimum grade of C and NURS 156 with a minimum grade of C and NURS 177 with a minimum grade of C and NURS 184 with a minimum grade of C

Course Fee: \$0.00

**Description:** This course introduces the student to intermediate knowledge, skills, and attitudes of nursing as a profession and includes the following concepts across the lifespan: Collaboration, Managing Care, and expands on Legal Issues.

Hours: 1 Lecture.

## NURS 285—Professional Concepts V (1 Credits)

**Prerequisite:** NURS 226 with a minimum grade of C and NURS 256 with a minimum grade of C and NURS 284 with a minimum grade of C and NURS 294 with a minimum grade of C and NURS 201 with a minimum grade of C NURS 271 with a minimum grade of C and NURS 273 with a minimum grade of C

Course Fee: \$0.00

**Description:** This course introduces the student to advanced knowledge of nursing as a profession and includes the following concepts across the lifespan: Health Policy, Health Care Systems, Ethics, and Clinical Decision Making.

Hours: 1 Lecture.

## NURS 286—Professional Concepts VI (1 Credits)

**Prerequisite:** NURS 227 with a minimum grade of C and NURS 257 with a minimum grade of C and NURS 295 with a minimum grade of C and NURS 202 with a minimum grade of C and SOCSC 205 with a minimum grade of C

Course Fee: \$5.00

**Description:** This course introduces the student to advanced knowledge and attitudes of nursing as a profession and includes the concepts across the lifespan: Quality Improvement, Professional Behaviors, and Clinical Decision Making.

Hours: 1 Lecture.

## NURS 294—Clinical IV (3 Credits)

**Prerequisite:** (NURS 124 with a minimum grade of C and NURS 155 with a minimum grade of C and PHIL 201 with a minimum grade of C and NURS 193 with a minimum grade of C or NURS 103 with a minimum grade of C) or (NURS 117 with a minimum grade of C and NURS 125 with a minimum grade of C and NURS 156 with a minimum grade of C and NURS 177 with a minimum grade of C and NURS 184 with a minimum grade of C)

Course Fee: \$37.00

**Description:** This course continues learning opportunities for students to apply concepts and skills in caring for patients with medical-surgical needs in the acute care or specialty care setting across the lifespan. Principles of communication, safety, and application of the nursing process, including accurate calculation, measurement, and administration of medications, will be included.

Hours: 3 Lab.

## NURS 295—Clinical V (3 Credits)

**Prerequisite:** NURS 226 with a minimum grade of C and NURS 256 with a minimum grade of C and PHIL 202 with a minimum grade of C and NURS 294 with a minimum grade of C and NURS 201 with a minimum grade of C

Course Fee: \$37.00

**Description:** This course advances learning opportunities for students to apply concepts and skills in caring for patients with complex medical-surgical needs in the acute care or specialty care setting across the lifespan. Principles of communication, safety, and application of the nursing process, including accurate calculation, measurement, and administration of medications, will be included.

Hours: 3 Lab.

## NURS 296—Transition to Practice: Clinical (6 Credits)

**Prerequisite:** NURS 227 with a minimum grade of C and NURS 257 with a minimum grade of C and NURS 295 with a minimum grade of C and NURS 202 with a minimum grade of C and SOCSC 205 with a minimum grade of C

**Corequisite:** NURS 234

Course Fee: \$37.00

**Description:** This course is the student's culminating clinical experience and provides immersion into clinical nursing practice. All previously acquired knowledge, skills and attitudes are reinforced and applied to patient care under the supervision of an experienced registered nurse in community partners' health care facilities.

## NURS 297—Independent Study Nursing Clinical (1-5 Credits)

**Prerequisite:** Instructor permission

Course Fee: \$0.00

**Description:** Independent learning activity designed jointly by student and instructor to improve and/or increase the knowledge and skill of the learner. May be taken three times for a total of five credits.

## NURS 298—Independent Study Nursing Lab and Simulation (1-5 Credits)

**Prerequisite:** Instructor permission

Course Fee: \$0.00

**Description:** Independent lab and/or simulation learning activity designed jointly by student and instructor to improve and/or increase the knowledge and skill of the learner. May be taken three times for a total of five credits.

Hours: 1-5 Lab.



## NURS 299—Individualized Studies in Nursing (1-5 Credits)

**Prerequisite:** Instructor permission.

Course Fee: \$0.00

**Description:** Independent learning activity designed jointly by student and instructor to improve and/or increase the knowledge and skill of the learner. May be taken three times for a total of five credits.

Hours: 1-5 Lecture.

## NUTR& 101—Human Nutrition (5 Credits)

**Recommended Preparation:** BIOL& 100 with a minimum grade of C or BIOL& 160 with a minimum grade of C or CHEM& 110 with a minimum grade of C

Course Fee: \$10.00

**Description:** A scientific study of human nutrition, with an emphasis on a chemical understanding of the major nutrients, a biologic understanding of the gastrointestinal tract and a practical understanding of dietary needs throughout life. This is not a lab course. Students may not receive credit for both NUTR 101 and NUTR& 101.

Hours: 5 Lecture.

## NUTR 250—Nutrition in Healthcare I (3 Credits)

**Prerequisite:** BIOL& 160 with a minimum grade of C and CHEM& 121 with a minimum grade of C

Course Fee: \$14.00

**Description:** An introduction to the science of nutrition. Examines the foundational concepts of diet and nutrition in relation to health across the lifespan and in the context of healthcare professions.

Hours: 3 Lecture.

## NUTR 251—Applied Nutrition for Nursing (2 Credits)

**Prerequisite:** NURS 295 with a minimum grade of C and NURS 227 with a minimum grade of C and NURS 202 with a minimum grade of C and NURS 257 with a minimum grade of C and SOCS 205 with a minimum grade of C

Course Fee: \$10.00

**Description:** This course applies principles of nutrition to nursing care planning and delivery. Emphasis is on nutrition for individuals with disease processes related to concepts learned throughout the nursing curriculum.

Hours: 2 Lecture.

## OCEA& 101—Introduction to Oceanography (5 Credits)

**Recommended Preparation:** Proficiency in Algebra.

Course Fee: \$0.00

**Description:** (Formerly OCEAN-101) Focuses on topics such as the origin of ocean basins, seawater chemistry, atmospheric and oceanic circulation, waves, and marine ecosystems. The laboratory includes investigations of oceanographic phenomena and local field trips.

Hours: 4 Lecture. 1 Lab.

## OCEA 179—Special Topics in Oceanography (1-5 Credits)

Course Fee: \$25.00

**Description:** These are seminars designed to provide Oceanography students with the opportunity to study selected oceanography topics and techniques. Topics and/or techniques covered will generally be determined by the instructor but may also reflect the expressed need or interest of students in the earth science program.

Hours: 1-5 Lecture.

## OCEA 299—Independent Study in Oceanography (1-5 Credits)

**Prerequisite:** Instructor permission

Course Fee: \$

**Description:** Independent study of oceanographic topics.

Hours: 1-5 Lecture.

## OLL 101—Success in Online Learning (3 Credits)

Course Fee: \$15.00

**Description:** This course will help prepare students for success in online courses in any discipline. Students will explore strategies for online communication, identify online tools and resources, identify problem solving techniques for technology, and identify coping skills for working in an online environment. This course is open to all students.

Hours: 3 Lecture.

## PLST 106—Legal Document Production (3 Credits)

**Prerequisite:** CU 102 with a minimum grade of C or equivalent or CU 105 with a minimum grade of C or equivalent

**Recommended Preparation:** CU 091 with a minimum grade of C or Recommended ability to type 35 wpm

Course Fee: \$

**Description:** A basic course teaching technical skills in Microsoft Office computer applications with an emphasis on Microsoft Word and Microsoft Outlook as applied in a law office setting. Students will work through a series of hands-on assignments specifically tailored to legal documents, calendaring and general case management.

Hours: 3 Lecture.

## PLST 149—Writing Basics for Paralegals (3 Credits)

**Prerequisite:** Completion of the English Directed Self Placement Tool or appropriate placement.

Course Fee: \$28.00

**Description:** (Formerly ADLJ 149) This introductory paralegal course is designed to improve the students' writing through emphasis on word usage, grammar and punctuation in typical legal contexts. Students will improve their proofreading and editing skills as they review and draft legal documents with a focus on accuracy and attention to detail.

Hours: 3 Lecture.

## PLST 150—Paralegal Fundamentals and Ethics (5 Credits)

**Prerequisite:** Completion of the English Directed Self Placement Tool or appropriate placement.

Course Fee: \$18.00

**Description:** (Formerly ADLJ 150) Students will be introduced to the varied and rewarding responsibilities of a paralegal. Topics will cover careers, paralegal organizations, ethics and professional responsibility, paralegal skills and attributes, sources of American law, the court system, specific areas of law, and preparation for the internship.

Hours: 5 Lecture.

## PLST 151—Legal Research and Writing I (5 Credits)

**Prerequisite:** ENGL/ 095 with a minimum grade of C or equivalent

Course Fee: \$68.00

**Description:** (Formerly ADLJ 151) An introduction to developing effective methods of legal research and writing: Students will participate in a series of exercises that include finding statutes and case decisions in books and through computer-assisted legal research. Students will focus on identifying legal issues and validating cases and statutes while drafting letters, case briefs, and an objective memorandum. This is the first of two required legal research and writing courses.

Hours: 5 Lecture.

## PLST 152—Introduction to Civil Law (5 Credits)

**Prerequisite:** Completion of the English Directed Self Placement Tool or appropriate placement.

Course Fee: \$28.00

**Description:** (Formerly ADLJ 152) This course is designed to introduce the student to the foundations of civil law, including substantive issues; contracts; domestic relationships; wills, estates, and probate; torts and personal injury; and the legal profession. Classroom activities will include: case analysis; the drafting, examination and assessment of legal documents; application of general principles related to torts, contracts, family law, and wills; and relevant class projects pertaining to these areas. Activities outside the classroom will include online research and discussion board assignments.

Hours: 5 Lecture.

## PLST 153—Civil Procedure I (5 Credits)

**Recommended Preparation:** PLST 149 with a minimum grade of C

Course Fee: \$28.00

**Description:** (Formerly ADLJ 153) Students will be introduced to the procedural requirements in the civil litigation process with an emphasis on the requisite skills and knowledge essential to practicing paralegals. Statutes, case law and court rules (state and federal) will be examined, and the drafting of legal pleadings and other civil case documents will be assigned. Using simulated fact and legal scenarios, students will track and analyze the procedural aspects of a civil lawsuit from inception to verdict covering the stages of pleadings, discovery, motions practice, negotiations and pretrial settlement.

Hours: 5 Lecture.

## PLST 154—Computer Applications in the Law (3 Credits)

**Prerequisite:** Completion of the English Directed Self Placement Tool or appropriate placement.

Course Fee: \$5.00

**Description:** (Formerly ADLJ 154) This course is an introduction to computer technology and its applications within a law firm. Students will have the opportunity to apply hands-on training with Microsoft Office Suite (Word, Excel, Access and Outlook); timekeeping software; docket control/case management software; litigation support software; and evidence display software. Resources and techniques for the efficient application of software typically found in the law office are provided in addition to hands-on work with industry-specific software applications.

Hours: 3 Lecture.

## PLST 155—Health/Dealing With Stress (1 Credits)

**Prerequisite:** Completion of the English Directed Self Placement Tool or appropriate placement.

Course Fee: \$5.00

**Description:** (Formerly ADLJ 155) The paralegal field can challenge a professional's health and well-being. This online course helps the student recognize cues that may be barriers to optimal health and well-being, and offers tools and practicum for dealing with stress and achieving a healthy balance in various areas of life, including school, work, and family.

Hours: 1 Lecture.

## PLST 156—Criminal Procedure for Paralegals (5 Credits)

**Prerequisite:** Completion of the English Directed Self Placement Tool or appropriate placement.

Course Fee: \$

**Description:** (Formerly ADLJ 156) This course is designed to teach students the basic concepts of substantive criminal law emphasizing Washington statutes and criminal procedure with a focus on individual rights under the United States Constitution. Students will prepare documents typically drafted by paralegals in a law office or agency in the field of criminal law defense or prosecution.

Hours: 5 Lecture.

## PLST 221—Family Law (3 Credits)

**Prerequisite:** Completion of the English Directed Self Placement Tool or appropriate placement.

Course Fee: \$28.00

**Description:** (Formerly ADLJ 221) This course will introduce students to the legal authorities and procedures involved in family law cases. Topics covered will include marriage, divorce, adoption, legal separation, paternity and child support, parenting plans, and other topics. Students will learn to identify and resolve various family law issues, as well as to draft common family law documents such as child support worksheets.

Hours: 3 Lecture.

## PLST 222—Probate/Estate Planning (3 Credits)

**Prerequisite:** Completion of the English Directed Self Placement Tool or appropriate placement.

Course Fee: \$

**Description:** (Formerly ADLJ 222) Estate planning involves the financial and healthcare arrangements that are made during a person's lifetime as well as the preparation for transfer of that person's assets at death. Probate is the process of proving the validity of a will and ensuring that the instructions in a valid will are carried out. Students will develop knowledge and skills for the drafting of wills and trusts and for the procedural requirements of the probate process.

Hours: 3 Lecture.

## PLST 223—Alternative Dispute Resolution (ADR) (3 Credits)

**Prerequisite:** ENGL/ 095 with a minimum grade of C or equivalent

Course Fee: \$18.00

**Description:** (Formerly ADLJ 223) Alternative Dispute Resolution is a method of resolving disputes before they go to trial. Negotiation, mediation and arbitration are forms of ADR. Paralegals may qualify as mediators and directly assist parties in reaching an agreement. Other paralegals will assist attorneys in this fast growing method of settling disputes. Students will become familiar with the ADR laws in Washington State.

Hours: 3 Lecture.

## PLST 224—Real Estate Law (3 Credits)

**Prerequisite:** Completion of the English Directed Self Placement Tool or appropriate placement.

Course Fee: \$

**Description:** (Formerly ADLJ 224) An introduction to law and legal systems as related to real estate transactions. Major topics include forms of ownership; title, transfers and insurance; fraud, deceit and misrepresentation; contract law and documents; real estate security documents; and duties and liabilities of licensees.

Hours: 3 Lecture.

## PLST 225—Bankruptcy Law (3 Credits)

**Prerequisite:** Completion of the English Directed Self Placement Tool or appropriate placement.

Course Fee: \$28.00

**Description:** (Formerly ADLJ 225) Bankruptcy law is federal law with the proceedings taking place in the federal court system. Students will learn about the various types of relief for both individuals and businesses. They will gain knowledge and skills necessary for interviewing the debtor, reviewing creditors' claims, and preparing the documents for submission to the bankruptcy court.

Hours: 3 Lecture.

## PLST 226—Administrative Law (3 Credits)

**Prerequisite:** Completion of the English Directed Self Placement Tool or appropriate placement.

Course Fee: \$28.00

**Description:** (Formerly ADLJ 226) This course will introduce students to the legal authorities and procedures involved in administrative law cases. Students will learn the state and federal legal authority that creates and empowers administrative agencies and the different areas in which administrative agencies are legally authorized to act. Students will also become familiar with the legal procedures used in administrative law cases, as well as the legal tribunals created to hear and decide administrative law cases.

Hours: 3 Lecture.

## PLST 228—Employment and Labor Law (3 Credits)

**Prerequisite:** ENGL/ 095 with a minimum grade of C or equivalent

Course Fee: \$18.00

**Description:** (Formerly ADLJ 228) Employment and labor law includes laws governing health and safety in the workplace, labor unions and union-management relations, employment discrimination, wrongful employment termination, pension plans, retirement and disability income (Social Security), employee privacy rights, the minimum wage, and overtime wages. Students will research Washington State workers' compensation statutes and learn about agencies where paralegals may represent clients during agency hearings.

Hours: 3 Lecture.

## PLST 230—Business Organization/Corporations (3 Credits)

**Prerequisite:** ENGL/ 095 with a minimum grade of C or equivalent

Course Fee: \$18.00

**Description:** (Formerly ADLJ 230) Today's business owners may choose among a variety of business entities for business formation. Besides the traditional sole proprietorship, partnership, and corporation, owners may form limited liability companies and limited liability partnerships. Students will learn about the different relationships, rights, obligations, and regulatory schemes of the various entities. In corporate law, students will develop knowledge and skill in preparing articles of incorporation, drafting corporate bylaws, preparing minutes of corporate meetings, drafting shareholder proposals, reviewing documents relating to the sale of corporate securities, assisting with corporate mergers and acquisitions, and filing papers necessary to terminate a corporation.

Hours: 3 Lecture.

## PLST 231—Contracts/ Commercial Transactions (3 Credits)

**Prerequisite:** Completion of the English Directed Self Placement Tool or appropriate placement.

Course Fee: \$

**Description:** (Formerly ADLJ 231) This course provides students with a working overview of the applied contract process. Following traditional instruction methodology as supplemented with practical law office skill development, the course outlines prerequisites of contracting parties and applicable law(s), contract formation, contract performance, breach of contract and available remedies. The course introduces the students to commercial transactions including application and analysis under Article 2 of the Uniform Commercial Code (Washington State adopted version under Revised Code of Washington, Chapter 62A). Contracts and Commercial Law also includes a practicum element in basic contract drafting utilizing both goods and services components with attendant sources of law reflective of primary and secondary legal sources.

Hours: 3 Lecture.

## PLST 232—Interviewing and Investigations (5 Credits)

**Prerequisite:** Completion of the English Directed Self Placement Tool or appropriate placement.

Course Fee: \$18.00

**Description:** (Formerly ADLJ 232) Students are introduced to the legal contexts in which interviewing and investigating skills are utilized. Great emphasis is placed on the development of communication skills for interviewing and the use of resources available for investigating, particularly Internet resources. Students will walk step by step through an investigation by learning how to plan an investigation; handle evidence; identify and locate witnesses; conduct interviews; and locate, evaluate and work with expert witnesses.

Hours: 5 Lecture.

## PLST 233—Internship I - Paralegal (5 Credits)

**Prerequisite:** MO 106 with a minimum grade of C and CU 105 with a minimum grade of C or equivalent and PLST 150 with a minimum grade of C and PLST 151 with a minimum grade of C and PLST 152 with a minimum grade of C and PLST 153 with a minimum grade of C and PLST 154 with a minimum grade of C and PLST 156 with a minimum grade of C or equivalent and Permission by faculty internship supervisor  
Course Fee: \$8.60

**Description:** (Formerly ADLJ 233) The Internship I course provides paralegal majors with the opportunity to apply their classroom learning to worksite responsibilities. The internship offers paralegal students practical work experience under the supervision of an attorney and often a skilled paralegal in day-to-day legal work. Weekly seminar discussions focus on professionalism. PLST 233 is a required course for all paralegal students.

Hours: 1 Lecture.

## PLST 234—Internship II - Paralegal (5 Credits)

**Prerequisite:** PLST 233 and instructor permission.

Course Fee: \$8.60

**Description:** (Formerly ADLJ 234) The elective Internship II course provides paralegal majors with additional opportunities to apply their classroom learning to worksite responsibilities. Weekly seminar discussions will focus on career advancement.

Hours: 1 Lecture.



## PLST 235—Evidence and e-Discovery (3 Credits)

**Prerequisite:** PLST 153 with a minimum grade of C

Course Fee: \$

**Description:** This course is a survey in evidence and e-Discovery. Following the groundwork and review of evidence law and discovery rules, the course will shift focus to the concepts, issues, and solutions presented by ESI (electronically stored information) and e-Discovery. Students will examine "white papers" written by both legal commentators and technical experts. Students should have an interest in current civil litigation procedures.

Hours: 3 Lecture.

## PLST 237—Introduction to Tax Law (3 Credits)

**Prerequisite:** PLST 150 with a minimum grade of C

Course Fee: \$0.00

**Description:** An introduction to federal income tax law. Following traditional instruction methodology supplemented with practical law office skill development, this course outlines theories behind federal income tax law, identifying various sources of taxation authority, observing financial circumstances that may determine tax liability, legal and ethical implications, and organizing and preparing a client's tax information for use in preparing necessary taxation forms.

Hours: 3 Lecture.

## PLST 239—Transition Planning (1 Credits)

**Prerequisite:** PLST 150 and PLST 152 and PLST 153 and MO 106 and Instructor permission.

Course Fee: \$18.00

**Description:** (Formerly ADLJ 239) Students take this course shortly before they complete the Paralegal program. Students will build paralegal skills, critique and hone their understanding of professionalism and ethics, research the current job market and networking opportunities, learn to manage work/family balance, update their portfolios, and evaluate the program.

Hours: 1 Lecture.

## PLST 251—Legal Research And Writing II (3 Credits)

**Prerequisite:** PLST 151 with a minimum grade of C

Course Fee: \$68.00

**Description:** (Formerly ADLJ 251) Building on the research and writing skills acquired in ADLJ 151, students prepare a variety of documents including a motion with persuasive brief. Emphasis is placed on in-depth research of primary and secondary authorities, validation of research, appropriate formatting, citation of legal sources, and strategies for effective writing.

Hours: 3 Lecture.

## PLST 253—Civil Procedure II (3 Credits)

**Prerequisite:** PLST 153

Course Fee: \$28.00

**Description:** (Formerly ADLJ 253) This course is a continuation of the concepts and legal applications learned in Civil Procedure I, to include further analysis of the various issues confronted in civil litigation. Students will learn to interpret and apply state and federal statutes and court rules to solve real legal problems. Students will draft various types of legal documents intended to be presented in court and will be able to formulate arguments for and against various legal positions that arise during a civil lawsuit.

Hours: 3 Lecture.

## PHIL& 101—Introduction to Philosophy (5 Credits)

**Prerequisite:** ENGL/ 095 with a minimum grade of C or equivalent

Course Fee: \$5.00

**Description:** (Formerly PHIL 101) An introduction to the discipline of Philosophy; this course will explore the traditional areas of philosophical inquiry, including the nature of reality, the nature of knowledge, and the existence of moral and aesthetic values.

Hours: 5 Lecture.

## PHIL 201—Ethics and Policy in Health Care I (3 Credits)

**Prerequisite:** NURS 102 with a minimum grade of C and NURS 116 with a minimum grade of C and NURS 154 with a minimum grade of C and NURS 192 with a minimum grade of C

Course Fee: \$5.00

**Description:** This course introduces the student to ethics and policy issues related to nursing as a profession. Concepts include Legal Practice, Health Care Systems, Informatics, Evidence-based Practice, Safety, Teaching and Learning and Ethical Practice.

Hours: 3 Lecture.

## PHIL 202—Ethics and Policy in Health Care II (2 Credits)

**Prerequisite:** NURS 201 with a minimum grade of C and NURS 226 with a minimum grade of C and NURS 256 with a minimum grade of C and NURS 294 with a minimum grade of C

Course Fee: \$5.00

**Description:** This course introduces the student to ethics and policy issues related to nursing as a profession. Concepts include Advocacy, Managing Care, Health Policy, Ethical Practice and Accountability.

Hours: 2 Lecture.

## PHIL 320—Ethical Decision Making (5 Credits)

**Prerequisite:** Admission to a BAS degree program and LS 301 with a minimum grade of C or Instructor permission.

Course Fee: \$

**Description:** This course covers the complexities of making ethical decisions. Students will encounter major philosophical concepts and theories from the field of ethics. Students will explore the tools, and techniques to make ethical decisions. Students will cultivate their capacity for ethical perception, learn to distinguish tough choices from genuine ethical dilemmas, and gain practice deliberating effectively about a variety of ethical issues drawn from professional contexts. Students will explore the many aspects of what it means to show leadership and how ethical decision making plays a role in leadership at all levels. Students will investigate the mission, vision, and values of their profession to identify ethical standards of practice.

Hours: 5 Lecture.

## PE 100—Total Fitness (2 Credits)

Course Fee: \$21.95

**Description:** An up-to-date approach to physical fitness for better living. Combination lecture and lab, stressing the importance of life-long fitness. Increasing the awareness and establishing the values, benefits and necessity of regular physical activity related to health. Will include individual evaluation, prescription and program implementation.

Hours: 2 Lecture.

## PE 106—Tai Chi (1 Credits)

Course Fee: \$4.15

**Description:** Tai Chi is an ancient Chinese system of health giving exercise. Students will build concentration, increase flexibility, and improve physical fitness by learning and practicing basic Tai Chi forms and movements.

Hours: 1 Lab.



## PE 108—Beginning Weight Training (1 Credits)

Course Fee: \$21.95

**Description:** A course designed to introduce the student to the benefits of a regular weight training routine. The student will be taught various exercises in isotonic, isometric and isokinetic lifting. Safety precautions and guidelines will be stressed.

Hours: 1 Lab.

## PE 109—Toning (1 Credits)

Course Fee: \$4.15

**Description:** An upbeat, high energy course that combines aerobic movements with muscle toning strength movements. Emphasis on total body conditioning. Instruction will include the safe and effective use of fitness apparatus including physio balls and hand weights.

Hours: 1 Lab.

## PE 111—Walking for Wellness (1 Credits)

Course Fee: \$

**Description:** This course is designed to introduce the student to walking and its contributions to wellness. Content includes benefits of walking, development of safe and effective walking skills, nutrition and equipment to enhance walking, and essential components of a walking program.

Hours: 1 Lab.

## PE 122—Beginning Bowling (1 Credits)

Course Fee: \$4.15

**Description:** A course designed to acquaint the student with the game of Bowling. Emphasis is placed on basic fundamentals, mechanics, faults and rules of bowling.

Hours: 1 Lab.

## PE 126—Beginning Badminton & Pickleball (1 Credits)

Course Fee: \$4.15

**Description:** A course designed to allow the student to develop the necessary skills, fundamentals, strategies and knowledge of rules to participate in recreational badminton and pickleball.

Hours: 1 Lab.

## PE 134—Softball (1 Credits)

Course Fee: \$4.15

**Description:** A course designed to introduce the student to the game of softball as a recreational and physical fitness activity. Emphasis is placed on basic individual and team fundamentals.

Hours: 1 Lab.

## PE 135—Beginning Soccer (1 Credits)

Course Fee: \$4.15

**Description:** A course designed to introduce the student to soccer. Emphasis will be placed on basic fundamentals, strategies, and rules of the game.

Hours: 1 Lab.

## PE 136—Volleyball (1 Credits)

Course Fee: \$4.15

**Description:** A course designed to introduce the student to the game of volleyball. Emphasis will be placed on basic skills, i.e., serve, set, pass, block, spike, team strategy and rules of play

Hours: 1 Lab.

## PE 140—Cardio Fitness (1 Credits)

Course Fee: \$21.95

**Description:** This course is designed to give student information and practical experience on how to maintain a healthy cardiovascular system. Physical activities, nutritional guidelines, and unhealthy behaviors pertaining to cardiovascular health will be covered.

Hours: 0.5 Lecture. 0.5 Lab.

## PE 142—Introduction to Yoga (1 Credits)

Course Fee: \$4.15

**Description:** This course is designed to introduce students to the benefits of yoga as a way to understand the mind/body relationship in exercise and fitness. Basic yoga techniques will be taught as a way to develop balance, core strength, flexibility, and joint stability.

Hours: 1 Lab.

## PE 155—Fast Fitness (1 Credits)

Course Fee: \$20.80

**Description:** Comprehensive physical education course designed to develop strength, flexibility, muscular endurance and cardiovascular efficiency in an effective and timely manner through the use of circuit training.

Hours: 1 Lab.

## PE 170—Independent Fitness Lab I (1 Credits)

**Prerequisite:** PE 100 with a minimum grade of C or PE 108 with a minimum grade of C or PE 140 with a minimum grade of C

Course Fee: \$20.80

**Description:** Self-paced conditioning for the motivated student. This course is designed to give students the opportunity to assess current physical fitness level, establish personal fitness goals, develop and follow an individualized self-paced fitness program.

Hours: 1 Lab.

## PE 171—Independent Fitness Lab II (1 Credits)

**Prerequisite:** PE 170

Course Fee: \$20.80

**Description:** Self-paced conditioning for the motivated student. This course is designed to give students the opportunity to assess current fitness goals, as well as develop and follow an individualized self-paced fitness plan.

Hours: 1 Lab.

## PE 175—Hiking (1 Credits)

Course Fee: \$20.80

**Description:** This course is designed to introduce the student to basic techniques and skills necessary to enjoy minimum-impact hiking. Includes information on hiking essentials, trip planning, route finding, equipment, basic wilderness survival, and wilderness first aid. This course also includes several hiking trips throughout the quarter.

Hours: 0.5 Lecture. 0.5 Lab.

## PE 190—Health and Wellness (3 Credits)

Course Fee: \$4.15

**Description:** A course for students to learn how to take control of their personal health and lifestyle habits so they can make a constant and deliberate effort to stay healthy and achieve the highest potential for well-being. Encompasses a total wellness concept of one's physical, mental, emotional and social well being. Students will examine major health issues of contemporary society, with emphasis on identifying risk factors. (This course is a NOT a PE activity course.)

Hours: 3 Lecture.

## PE 191—Contemporary Health and Wellness (5 Credits)

Course Fee: \$40.00

**Description:** Emphasis is placed on the relationship between course content and lifestyle choices to foster a better understanding of health issues today. Current issues include, but are not limited to, physical fitness and nutrition; weight management; stress and emotional health; chemical use and abuse; issues in contemporary human sexuality; communicable and noncommunicable disease; health-smart consumerism; the contemporary healthcare system; aging and dying; and environmental health issues. (This course is a NOT a PE activity course.)

Hours: 5 Lecture.

## PE 200—Advanced Total Fitness (2 Credits)

**Prerequisite:** PE 100 or Instructor permission  
Course Fee: \$21.95

**Description:** An advanced approach to physical fitness for more effective living. Combination of lecture and lab stressing the importance of developing positive life-long fitness activities. Course will include evaluation, prescription, program implementation, and goal setting.  
Hours: 2 Lecture.

## PE 201—Sport Specific Conditioning (2 Credits)

**Prerequisite:** PE 100 with a minimum grade of C  
Course Fee: \$21.95

**Description:** This course is designed to give advanced instruction for the physically active student. Consideration of sport specific and individual fitness goals will be given. Cardio conditioning; strength training; flexibility training, as well as the nutritional aspects of physical performance will be taught.  
Hours: 1 Lecture. 1 Lab.

## PE 208—Intermediate Weight Training (1 Credits)

**Prerequisite:** PE 108 or Instructor permission  
Course Fee: \$21.95

**Description:** This course is designed to develop cognitive knowledge pertaining to a higher level of strength training and applying this knowledge in a daily weight lifting program. Students will experience the benefits of weight lifting and will learn how to develop a weight training program designed to meet their personal weight training goals.  
Hours: 1 Lab.

## PE 222—Intermediate Bowling (1 Credits)

**Prerequisite:** PE 122 or Instructor permission  
Course Fee: \$4.15

**Description:** A course designed to allow the student to improve his/her bowling skills. Emphasis on spot, pin, and line bowling. Delivery and form and playing a hookball will be emphasized.  
Hours: 1 Lab.

## PE 226—Intermediate Badminton/Pickleball (1 Credits)

**Prerequisite:** PE 126  
Course Fee: \$4.15

**Description:** Instruction dealing with the techniques of Badminton/Pickleball. This is an intermediate level class dealing with playing strategies, tournaments, and individual playing styles.  
Hours: 1 Lab.

## PE 233—Advanced Basketball (1 Credits)

Course Fee: \$4.15

**Description:** A course designed for the advanced basketball player who has competed at a high skill level. Special emphasis will be placed on advanced individual and team concepts.  
Hours: 1 Lab.

## PE 236—Intermediate Volleyball (2 Credits)

**Prerequisite:** PE 136 or Instructor permission  
Course Fee: \$4.15

**Description:** This course is designed to allow the student to improve upon his/her basic skills of playing volleyball. To be able to compete and enjoy the sport on a recreational level.  
Hours: 2 Lab.

## PE 237—Advanced Volleyball (1 Credits)

**Prerequisite:** PE 136  
Course Fee: \$

**Description:** This course is designed to give students the opportunity to improve their volleyball skills to an advanced level of play. Emphasis will be placed on skills and techniques used as a competitive as well as recreational level.  
Hours: 1 Lab.

## PE 241—Baseball Techniques (1 Credits)

Course Fee: \$4.15

**Description:** A course in the fundamentals of baseball. Course content includes conditioning, basic skills, strategies, team-play concepts and rules of the game.

Hours: 1 Lab.

## PE 285—Coaching Theory (2 Credits)

Course Fee: \$4.15

**Description:** Provides the novice and experienced coach with the basic teaching and coaching skills, techniques and strategies for coaching all sports and all ages. Includes lectures, group discussions, guest speakers, and actual performance of skills and techniques by individual class members. (This course is NOT a PE activity course.)

Hours: 2 Lecture.

## PE 292—Advanced First Aid (5 Credits)

Course Fee: \$8.60

**Description:** The student will satisfy the requirements for advanced American Red Cross first aid and cardiopulmonary resuscitation certification (CPR). (This course is a NOT a PE activity course.)

Hours: 5 Lecture.

## PE 295—Teaching Elementary Physical Education and Health (3 Credits)

Course Fee: \$

**Description:** This course is designed to provide prospective K-6 educators with information, methods, and activities for teaching elementary physical education and health. Developmentally appropriate and quality physical education and health methods will be emphasized.

Hours: 3 Lecture.

## PE 299—Individual Study in Physical Education (1-5 Credits)

**Prerequisite:** Instructor permission

Course Fee: \$4.15

**Description:** An independent learning activity, designed jointly by the student and the instructor to improve and/or increase the knowledge and skill of the learner.

Hours: 1-5 Lecture.

## PHYS& 114—General Physics I (6 Credits)

**Prerequisite:** Math at the 100 level with a minimum grade of C (may be taken concurrently).

**Recommended Preparation:** MATH& 141

Course Fee: \$25.00

**Description:** Algebra-based physics for liberal arts students and certain professions. Study of basic mechanics including position, velocity, acceleration, forces, momentum, and energy. Laboratory included. Recommended Preparation: MATH& 141.

Hours: 5 Lecture. 1 Lab.

## PHYS& 115—General Physics II (6 Credits)

**Prerequisite:** Math at the 100 level with a minimum grade of C (may be taken concurrently) and PHYS& 114 with a minimum grade of C

**Recommended Preparation:** MATH& 141

Course Fee: \$25.00

**Description:** Algebra-based physics for liberal arts students and certain professions. Study of thermodynamics, oscillations, waves, capacitance, and electric forces/fields/potential/potential energy. Laboratory included. Recommended Preparation: MATH& 141.

Hours: 5 Lecture. 1 Lab.

## PHYS& 116—General Physics III (6 Credits)

**Prerequisite:** Math at the 100 level with minimum grade of C (may be taken concurrently) and PHYS& 114 with a minimum grade of C

**Recommended Preparation:** MATH& 141 with a minimum grade of C

Course Fee: \$0.00

**Description:** Algebra-based physics for liberal arts students and certain professions. Study of DC circuits, magnetism, geometrical optics, wave optics, and modern physics. Laboratory included. Recommended Preparation: MATH& 141.

Hours: 5 Lecture. 1 Lab.

## PHYS& 221—Engineering Physics - Mechanics (6 Credits)

**Prerequisite:** MATH& 151 with a minimum grade of C or equivalent

Course Fee: \$25.00

**Description:** Mechanics. (Formerly Physics 121) Calculus based physics for engineering or those majoring in certain sciences. Introduces problem solving techniques and applications to real world situations. Topics include motions and causes of motion; conservation of energy, momentum and angular momentum; gravitation, center of mass, and torque. Laboratory included.

Hours: 5 Lecture. 1 Lab.

## PHYS& 222—Engineering Physics - Electricity and Magnetism (6 Credits)

**Prerequisite:** PHYS& 221 with a minimum grade of C and MATH& 152 with a minimum grade of C or equivalent

Course Fee: \$25.00

**Description:** Electricity and Magnetism. (Formerly Physics 122) Calculus based physics for engineering or those majoring in certain sciences. Introduces problem solving techniques and applications to real world situations. Topics include Coulomb's Law, Gauss' Laws, circuits and circuit theory, electrical devices, Ampere's Law, electric and magnetic flux, and induction. Laboratory included.

Hours: 5 Lecture. 1 Lab.

## PHYS& 223—Engineering Physics - Waves, Optics, and Thermodynamics (6 Credits)

**Prerequisite:** PHYS& 221 with a minimum grade of C

Course Fee: \$25.00

**Description:** Waves, Sound, Light and Thermodynamics. (Formerly Physics 123) Calculus based physics for engineering or those majoring in certain sciences. Introduces problem solving techniques and applications to real world situations. Topics include oscillations, damping, waves, interference, refraction, reflection, optical systems, fluids, specific heat, temperature, ideal gasses, and states of matter. Laboratory included.

Hours: 5 Lecture. 1 Lab.

## PHYS 299—Independent Study (1-5 Credits)

**Prerequisite:** Instructor permission.

Course Fee: \$0.00

**Description:** Independent observation, analysis, and reporting of a physics-related topic.

Hours: 1-5 Lecture.

## POLS& 101—Introduction to Political Science (5 Credits)

**Recommended Preparation:** ENGL& 101/COL 101 strongly encouraged, either prior or concurrently. If you are not comfortable with writing, please consider taking WRITE 096 to support you in this class.

Course Fee: \$3.00

**Description:** (Formerly POLSC-101) This course is intended to serve as a comparative introduction to the concepts, methods, and subject areas of the discipline of political science. Students will explore various forms of political beliefs, behaviors, institutions, and processes at the individual, group, national, and international levels. Strongly recommended for those students with no prior coursework in political science.

Hours: 5 Lecture.

## POLS& 201—Introduction to Political Theory (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C or concurrent enrollment  
Course Fee: \$3.00

**Description:** This course provides a survey of the underlying philosophical ideas and ideologies in the subfield of political science known as political theory. Some of the topics to be considered include essentially contested concepts like democracy, freedom, community, rights, citizenship, and justice which provide the philosophical foundation for various competing political ideologies like classical and welfare liberalism, conservatism, and socialism as well as contemporary debates on issues such as political extremism, environmentalism, feminism, human rights, and multiculturalism.  
Hours: 5 Lecture.

## POLS& 202—American Government (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C or concurrent enrollment  
Course Fee: \$3.00

**Description:** (Formerly POLSC-202) This course is intended to provide a basic understanding of the American political system. We will examine the structural foundations of American politics, including our constitutional framework, political culture, and political economy. We will then explore the various political institutions which serve as a link between citizens and government, including public opinion, the mass media, interest groups, social movements, political parties, and elections. Following this, we will turn our attention to the branches of the federal government, including Congress, the Presidency, the federal bureaucracy, and the Supreme Court.  
Hours: 5 Lecture.

## POLS& 203—International Relations (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C or concurrent enrollment  
Course Fee: \$3.00

**Description:** (Formerly POLSC-203) This course is intended to serve as an introduction to the concepts, methods, and subject areas of the field of international relations within the discipline of political science. Students will explore various forms of political beliefs, behaviors, institutions, and processes shaping the relationships between states and other non-governmental actors in the international system.  
Hours: 5 Lecture.

## POLS 231—Politics and Film (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C or concurrent enrollment  
Course Fee: \$3.00

**Description:** (Formerly POLSC-231) This course will examine a variety of political and legal issues through their portrayal in contemporary cinema. Students will read relevant Political Science literature as a background for an analysis of the films viewed in the course. Rotating themes include: elections and the presidency, law and justice, science fiction, organized labor, and American foreign policy.  
Hours: 5 Lecture.

## POLS 240—Environmental Politics and Sustainability (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C or Concurrent enrollment in ENGL& 101  
Course Fee: \$3.00

**Description:** This class examines the study of politics and policies surrounding sustainability including definitions of sustainability; individual, local, state, national, and international solutions to environmental problems; economics; environmental justice; and business practices.  
Hours: 5 Lecture.



## POLS 298—Political Internship (1-5 Credits)

**Prerequisite:** Instructor permission

Course Fee: \$0.00

**Description:** Variable credit (1-5). Students will participate in internships with either a political party, interest group, or an elected official and will meet periodically with the instructor to discuss assigned readings and a research paper based on the internship experience.

Hours: 1-5 Lecture.

## PSYC& 100—General Psychology (5 Credits)

**Recommended Preparation:** ENGL& 101/COL 101 strongly encouraged, either prior or concurrently. If you are not comfortable with writing, please consider taking WRITE 096 to support you in this class.

Course Fee: \$2.00

**Description:** (Formerly PSYCH-100) Introduction to psychology as an academic discipline, including research methods, the nervous system, heredity and development, social behavior, motivation, emotion, learning and memory, cognition, personality, and psychological disorders.

Hours: 5 Lecture.

## PSYC& 180—Human Sexuality (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C (may be taken concurrently)

Course Fee: \$2.00

**Description:** (Formerly PSYCH-165) A scientific approach to the study of human sexuality and sexual behavior, including physiological and psychological components. Considers sexuality across the lifespan, sexual dysfunction and therapy, STDs and safer sex, LGBT issues, pregnancy and contraception, communication and relationships.

Hours: 5 Lecture.

## PSYC& 200—Lifespan Psychology (5 Credits)

**Prerequisite:** PSYC& 100 with a minimum grade of C ENGL& 101 with a minimum grade of C or concurrent enrollment

Course Fee: \$2.00

**Description:** (Formerly PSYCH-206) An examination of the physical, social, emotional, and intellectual development of the human from conception to death through a multicultural lens. A scientific approach is applied, which aims to explain growth, change, consistency and variations in development through the lifespan. Topics covered include heredity/ epigenetics, sex and gender development, socialization influences/ parenting, trauma, identity formation, mid-life challenges, and practices surrounding death and dying. (Multicultural) (Writing Intensive)

Hours: 5 Lecture.

## PSYC 202—Biopsychology (5 Credits)

**Prerequisite:** PSYC& 100 with a minimum grade of C ENGL& 101 with a minimum grade of C or concurrent enrollment

**Recommended Preparation:** Taking BIOL& 175 (Human Biology) prior to or along with Biopsychology may help student success.

Course Fee: \$2.00

**Description:** Biopsychology examines the biological basis of behavior, the nervous system, how it works to control behavior and sense the world, and what happens when it malfunctions. Topics include learning and memory, development, sex, drugs, sleep, the senses, emotions, and mental disorders. Course is intended for Psychology majors intending to transfer, especially to UW-Seattle or to the BS program at PLU.

Hours: 5 Lecture.

## PSYC 205—Introduction to Personality (5 Credits)

**Prerequisite:** PSYC& 100 with a minimum grade of C and ENGL& 101 with a minimum grade of C or concurrent enrollment.

Course Fee: \$2.00

**Description:** (Formerly PSYCH-205) Introduction to development and dynamics of personality, the causes of individual differences, personality change and techniques of measuring personality. A broad range of perspectives will be covered, including psychodynamic, biological, and cognitive. This is especially useful for those with interests in counseling and clinical psychology

Hours: 5 Lecture.

## PSYC 209—Fundamentals of Psychological Research (5 Credits)

**Prerequisite:** PSYC& 100 with a minimum grade of C and MATH& 146 with a minimum grade of C (may be taken concurrently)

Course Fee: \$2.00

**Description:** This course covers the key themes and concepts of psychological research and is a foundation course for students planning to take additional courses in psychology. Topics include hypothesis testing, experimental design, research strategies and techniques, fundamentals of scientific writing, search and evaluation of research literature in psychology, and ethical issues in psychological research. (Writing-Intensive Course)

Hours: 5 Lecture.

## PSYC& 220—Abnormal Psychology (5 Credits)

**Prerequisite:** PSYC& 100 with a minimum grade of C and ENGL& 101 with a minimum grade of C or concurrent enrollment

Course Fee: \$2.00

**Description:** (Formerly PSYCH-204) Abnormal psychology provides an integrative approach to understanding the development and symptoms of mental disorders. Students explore the psychological, biological and sociocultural factors that contribute to mental illness, with an emphasis on theories of abnormal behavior. Clinical assessment, diagnosis and treatment of the major mental disorders of the Diagnostic and Statistical Manual of Mental Disorders-5th edition (DSM-5) are explored. Some of the topics that are covered include depression, bipolar disorder, anxiety disorders, personality disorders and schizophrenia. Tutorial for Canvas strongly recommended as the course is fully online. Recommended for students interested in counseling or clinical psychology.

Hours: 5 Lecture.

## PSYC 240—Social Psychology (5 Credits)

**Prerequisite:** PSYC& 100 with a minimum grade of C ENGL& 101 with a minimum grade of C or concurrent enrollment

Course Fee: \$2.00

**Description:** An introduction to the study of the basic principles underlying the field of social psychology. Topics covered will include social beliefs and attitudes, prejudice, aggression, attraction and intimacy, conformity and persuasion. (Formerly SOC 240)

Hours: 5 Lecture.



## PSYC 299—Individual Study in Psychology (1-3 Credits)

**Prerequisite:** PSYC& 100 with a minimum grade of B+ and Instructor permission

Course Fee: \$0.00

**Description:** (Formerly PSYCH-299) A variable credit (1-3) course based on independent study contracted between an instructor and a student. The emphasis will be a research related project which will provide an opportunity for students to pursue in-depth in an area previously or concurrently covered in a college-level course.

Hours: 1-3 Lecture.

## PSYC 301—Fundamentals of Research for Healthcare (5 Credits)

**Prerequisite:** (Acceptance into the HIM BAS Program or Instructor permission) and ENGL& 101 with a minimum grade of C and MATH& 146 with a minimum grade of C

**Recommended Preparation:** PSYC& 100 with a minimum grade of C

Course Fee: \$5.00

**Description:** This course will provide the student with an introduction to research methods as well as analysis and presentation of data. Topics will include a statistical analysis of healthcare data, descriptive, inferential, and vital statistics, data reporting and presentation techniques, research design and methods, and the use of Institutional Review Boards.

Hours: 5 Lecture.

## PSYC 360—Health Psychology (5 Credits)

**Prerequisite:** (Admission into the BAS Program or Instructor permission) and ENGL& 101 with a minimum grade of C and MATH& 146 with a minimum grade of C

Course Fee: \$5.00

**Description:** Health Psychology is the scientific study of how the mind, body, and behavior interact to affect physical health and disease. A major theme that runs throughout the course includes the interrelationship between the social, cultural and systemic factors related to health and well-being. The 4 broad topics emphasized in this course include (but are not limited to): Factors underlying health habits and lifestyles; Methods used to enhance health behaviors and prevent illness and stress and stress management and finally, The services provided by the health care system and how the related patient interactions with respect to system access and utilization.

Hours: 5 Lecture.

## RS 100—Radiologic Science Orientation (3 Credits)

**Prerequisite:** Acceptance into the Radiologic Science Program.

Course Fee: \$35.00

**Description:** This course introduces students to the Radiologic Science program. Students learn of the program's mission and goals, professional requirements, and commitment necessary for success, as well as learning of the on-campus student support services available to them. Additionally, students will become CPR certified and initiate the process of the Washington State requirement/s for X-ray licensing.

Hours: 3 Lecture.

## RS 101—Fundamentals of Radiologic Science and Health Care (4 Credits)

**Prerequisite:** Acceptance into the Radiologic Science Program or Instructor permission  
Course Fee: \$6.00

**Description:** Content is designed to provide a foundation of the principles, practices and policies in healthcare and particularly radiology. The student will be introduced to the history of radiology, medicolegal ethics and professional associations. Radiation protection and safety, basic equipment operation, and principles of radiographic exposure will also be covered.  
Hours: 4 Lecture.

## RS 108—Radiation Physics I (4 Credits)

**Prerequisite:** RS 101 with a minimum grade of C and Instructor permission.  
Course Fee: \$6.00

**Description:** This course introduces the concepts of electromagnetic radiation, its production, control and interactions. The concepts of electricity, electromagnetism, and electrical circuits relating to imaging equipment operation are presented.  
Hours: 4 Lecture.

## RS 109—Radiation Physics II (4 Credits)

**Prerequisite:** RS 108 with a minimum grade of C or Instructor permission  
Course Fee: \$6.00

**Description:** A continuation of Radiation Physics I. The correct and safe operation of various types of imaging equipment will be discussed. Information on radiation biology will be presented to correlate the hazards of ionizing radiation production and its interaction on human tissue.  
Hours: 4 Lecture.

## RS 120—Clinical Education I (5 Credits)

**Prerequisite:** RS 101 with a minimum grade of C and RS 140 with a minimum grade of C and required immunizations, drug screening as required, background check, proof of medical insurance, proof of automobile insurance and current CPR card and Instructor permission  
Course Fee: \$68.75

**Description:** Initial course in competency based radiography clinical education. Students orient to an assigned clinical education center and by instruction, observation, and experience, acquire the necessary basic skills to successfully image patients utilizing ionizing radiation.

## RS 121—Clinical Education II (5 Credits)

**Prerequisite:** RS 120 with a minimum grade of C and required immunizations, drug screening as required, background check, proof of medical insurance, proof of automobile insurance, and current CPR card and Instructor permission.  
Course Fee: \$68.75

**Description:** This is a continuation of a series of competency based clinical education classes. Students attend an assigned clinical education center and by instruction, observation, and experience, acquire the necessary skills to successfully image patients utilizing ionizing radiation.

## RS 122—Clinical Education III (10 Credits)

**Prerequisite:** RS 121 with a minimum grade of C and Required immunizations, drug screening as required, background check, proof of medical insurance, proof of automobile insurance, and current CPR card. and Instructor permission  
Course Fee: \$38.75

**Description:** This is a continuation of a series of competency based clinical education classes. Students attend an assigned clinical education center and by instruction, observation, and experience, acquire the necessary skills to successfully image patients utilizing X-ray ionizing radiation.

## RS 140—Radiographic Positioning I (5 Credits)

**Prerequisite:** Acceptance into the Radiologic Science Program.

Course Fee: \$41.00

**Description:** This class studies basic positioning principles and terminology. It includes demonstration and lab experience in positioning and identifying related anatomy of the chest, abdomen, upper and lower extremities.

Hours: 4 Lecture. 1 Lab.

## RS 141—Radiographic Positioning II (5 Credits)

**Prerequisite:** RS 140 with a minimum grade of C or Instructor permission

Course Fee: \$41.00

**Description:** This class studies basic positioning principles and terminology. It includes demonstration and lab experience in positioning and identifying related anatomy of the spine, hip and pelvis, and bony thorax. Common contrast media exams will also be covered.

Hours: 4 Lecture. 1 Lab.

## RS 142—Radiographic Positioning III (5 Credits)

**Prerequisite:** RS 141 with a minimum grade of C or Instructor permission

Course Fee: \$41.00

**Description:** This class emphasizes basic positioning principles and terminology regarding the skull and facial structures. General principles of mammography, bone densitometry, geriatric imaging, & contrast media exams of the biliary, central nervous, and reproductive systems are also covered.

Hours: 4 Lecture. 1 Lab.

## RS 150—Principles of Image Formation (1 Credits)

**Prerequisite:** Acceptance into Radiologic Science Program or Instructor permission

Course Fee: \$5.00

**Description:** This class discusses the factors that are involved in radiographic image formation. Exposure factors and geometric factors that are involved in this process are covered.

Hours: 1 Lecture.

## RS 153—Principles of Digital Radiography (1 Credits)

**Prerequisite:** RS 150 with a minimum grade of C or Instructor permission

Course Fee: \$

**Description:** This class introduces principles of digital radiography. Basic principles of computer operation as well as its relevancy to image formation with computed radiography (CR) and digital radiography (DR) will be presented.

Hours: 1 Lecture.

## RS 170—Introduction to Fundamentals of Patient Care (5 Credits)

**Prerequisite:** Acceptance into Radiologic Science Program or Instructor permission

Course Fee: \$31.00

**Description:** Introduces patient care techniques commonly experienced in a radiology department such as venipuncture, proper body mechanics, sterile procedures, and medication & contrast media administration. Additionally, patient communication, HIPAA requirements and emergency CODE procedures are emphasized.

Hours: 4 Lecture. 1 Lab.

## RS 200—Cross Sectional Anatomy (3 Credits)

**Prerequisite:** BIOL& 241 with a minimum grade of C and BIOL& 242 with a minimum grade of C

Course Fee: \$

**Description:** Anatomy of the human body will be studied in cross section. Anatomy of the brain, neck, thorax and heart, abdomen/pelvis and the musculoskeletal system will be presented in the transverse, sagittal, coronal, and oblique imaging planes using multiple diagnostic imaging modalities.

Hours: 3 Lecture.

## RS 214—Imaging Pathology (3 Credits)

**Prerequisite:** Instructor permission RS 122 with a minimum grade of C

Course Fee: \$5.00

**Description:** A basic review of pathology and pathologic processes as demonstrated on diagnostic images is presented. The images for review include radiographic, and cross sectional CT and MRI images.

Hours: 3 Lecture.

## RS 216—Pharmacology and IV Therapy (3 Credits)

**Prerequisite:** RS 170 with a minimum grade of C or Instructor permission

Course Fee: \$18.75

**Description:** This class involves a study of drugs common to an imaging department. The general pharmacologic principles, drug categories, routes of administration, drug administration safety, and current practice standards will be discussed. A discussion of contrast agents and their associated reactions will also be presented.

Hours: 3 Lecture.

## RS 225—Clinical Education IV (8 Credits)

**Prerequisite:** RS 122 with a minimum grade of C and Required immunizations, drug screening as required, background check, proof of medical insurance, proof of automobile insurance and current CPR card and Instructor permission

Course Fee: \$68.75

**Description:** Students entering their second year in clinical will continue to learn new radiographic examinations while maintaining proficiency on previous exams. The students incorporate critical thinking skills and correlate them with previous experiences to enhance their ability to function more independently.

## RS 226—Clinical Education V (7 Credits)

**Prerequisite:** RS 225 with a minimum grade of C and Required immunizations, drug screening as required, background check, proof of medical insurance, proof of automobile insurance and current CPR card and Instructor permission

Course Fee: \$75.00

**Description:** Students in the second year of competency based clinical instruction rotate to a new clinical education center and by instruction, observation, and experience, continue to acquire new skills while refining and maintaining proficiency in previously learned examinations. Students incorporate critical thinking skills and correlate it with previous experiences to enhance their ability to function more independently.

## RS 227—Clinical Education VI (7 Credits)

**Prerequisite:** RS 226 with a minimum grade of C and Required immunizations, drug screening as required, background check, proof of medical insurance, proof of automobile insurance and current CPR card. and Instructor permission

Course Fee: \$75.00

**Description:** Students in the second year of competency based clinical instruction are assigned to a clinical education center and by instruction, observation, and experience, continue to acquire new skills while refining and maintaining proficiency in previously learned examinations. Students incorporate critical thinking skills and correlate it with previous experiences to enhance their ability to function more independently.

## RS 228—Clinical Education VII (10 Credits)

**Prerequisite:** RS 227 with a minimum grade of C and Required immunizations, drug screening as required, background check, proof of medical insurance, proof of automobile insurance and current CPR card. and Instructor permission  
Course Fee: \$75.00

**Description:** This is a capstone competency based clinical class in preparation for entry level clinical practice. Students in the second year of instruction are assigned to a clinical education center and continue to acquire new skills, while refining and maintaining proficiency in previously learned examinations. Students incorporate critical thinking skills and correlate it with previous experiences to enhance their ability to function more independently.

## RS 233—Leadership and Management (1 Credits)

**Prerequisite:** RS 225 with a minimum grade of C  
Course Fee: \$5.00

**Description:** Studies leadership skills associated with patient care and management. Concepts discussed will include: supervision, delegation, conflict resolution, leadership styles, the work environment, responsibility, accountability, collaboration and résumé preparation.  
Hours: 1 Lecture.

## RS 243—Radiographic Positioning IV (3 Credits)

**Prerequisite:** RS 142 with a minimum grade of C or Instructor permission  
Course Fee: \$38.75

**Description:** Demonstration and lab experience of alternate and special positioning of the upper and lower extremities, thoracic cage, shoulder girdle, pelvis, and spinal column. This course also includes a review of basic head work and special positioning of the orbit and temporomandibular joint. Information will be included for performing pediatric and trauma projections. A review of imaging with emphasis on basic quality assurance and image evaluation.  
Hours: 2 Lecture. 1 Lab.

## RS 244—Radiographic Positioning V (3 Credits)

**Prerequisite:** RS 243 with a minimum grade of C or Instructor permission  
Course Fee: \$38.75

**Description:** Advanced patient care procedures involving pediatric and/or severe trauma patient. Special emphasis on child and elder abuse. Includes information for the geriatric, pediatric and patient with disabilities to meet The Joint Commission requirements.  
Hours: 2 Lecture. 1 Lab.

## RS 250—Advanced Healthcare Organization (3 Credits)

**Prerequisite:** RS 244 with a minimum grade of C and RS 101 with a minimum grade of C or Instructor permission  
Course Fee: \$18.75

**Description:** A closer look at the healthcare organization with emphasis on radiology. Radiology quality control and quality assurance factors will be presented. The five major content areas of diagnostic imaging will be correlated with quality patient care.  
Hours: 3 Lecture.

## RS 255—Advanced Imaging Modalities (2 Credits)

**Prerequisite:** RS 108 with a minimum grade of C and RS 109 with a minimum grade of C and Must be a second year Radiologic Science student. Instructor permission.  
Course Fee: \$5.00

**Description:** An overview of CT, MRI, U/S, NM and other advanced imaging modalities. The emphasis will be on the various energies used to generate images, the equipment and other dynamics of the imaging environment.  
Hours: 1 Lecture.

## RS 280—Computed Tomography (2 Credits)

Course Fee: \$  
**Description:** This course presents CT imaging basics and contrasts it with conventional X-ray imaging.  
Hours: 1.9 Lecture. 0.1 Lab.

## RS 290—Radiography Registry Review (2 Credits)

Course Fee: \$

**Description:** This course prepares students to sit for the national registry exam administered by the American Registry of Radiologic Technologists (ARRT). Mock exams will be used to prepare students for the registry's content areas.

Hours: 2 Lecture.

## RS 299—Independent Study (1-5 Credits)

**Prerequisite:** Program Chair permission

Course Fee: \$

**Description:** Independent learning activity, designed jointly by the student and instructor, to improve and/or increase the knowledge and skill of the learner.

Hours: 1-5 Lecture.

## RC 150—Fundamentals of Respiratory Care I (4 Credits)

**Prerequisite:** Accepted into the Respiratory Care Program

Course Fee: \$5.00

**Description:** Introduces the beginning respiratory care student to basic procedures and skills required in the field. Covers principles and practices of patient assessment, hospital safety, aerosol therapy, bronchial hygiene and hyperinflation therapies.

Hours: 4 Lecture.

## RC 151—Fundamentals of Respiratory Care II (4 Credits)

**Prerequisite:** RC 150

Course Fee: \$5.00

**Description:** Course will continue to build on the clinical skills and knowledge base acquired in RC 150. The Respiratory Care student will be introduced to the critical care environment this quarter. Emphasis is placed on airway management, diagnostic testing and non-Invasive ventilation.

Hours: 4 Lecture.

## RC 152—Introduction into Mechanical Ventilation (4 Credits)

**Prerequisite:** RC 151

Course Fee: \$5.00

**Description:** Course will continue to build on the clinical skills and knowledge base acquired in RC 150 & 151. This course is to introduce the respiratory student to basic concepts in Mechanical Ventilation including initiation of mechanical ventilation, modes of ventilation, ventilator management and weaning.

Hours: 4 Lecture.

## RC 153—Alternative Procedures in Respiratory Care (3 Credits)

**Prerequisite:** RC 152 with a minimum grade of C

Course Fee: \$20.00

**Description:** This course will provide students with knowledge regarding special procedures they will be assisting physicians in performing as well as introducing additional skills based upon Respiratory Care Scope of Practice. Information presented will build upon previously studied pathophysiologies as well as set-up, procedural skills and processing of specimens obtained when applicable. The course will be a combination of lecture and lab skills practice.

Hours: 2 Lecture. 1 Lab.

## RC 160—Cardiopulmonary A & P and Pathophysiology (4 Credits)

**Prerequisite:** Acceptance into the Respiratory Care Program.

Course Fee: \$5.00

**Description:** Course is designed to provide students with information about the structure and function of the respiratory system. Knowledge of a structure is essential to the understanding of the function of the structures, therefore topics include: respiratory and cardiac anatomy and progress to major concepts and mechanisms of cardiopulmonary physiology.

Hours: 4 Lecture.



## RC 160—Applied Cardiopulmonary Anatomy and Physiology (4 Credits)

**Prerequisite:** Acceptance into the Respiratory Care Program.

Course Fee: \$5.00

**Description:** Course is designed to provide students with information about the structure and function of the respiratory system. Knowledge of a structure is essential to the understanding of the function of the structures, therefore topics include: respiratory and cardiac anatomy and progress to major concepts and mechanisms of cardiopulmonary physiology. Hours: 4 Lecture.

## RC 161—Arterial Blood Gases (3 Credits)

**Prerequisite:** RC 160 with a minimum grade of C

Course Fee: \$5.00

**Description:** Course is designed to provide students with additional information about the function of the respiratory system. The student will gain knowledge and interpretation skills regarding the function of gas exchange in the lungs as well as how normal blood gas values change in different disease states. Included will be a comprehensive overview of the subject matter in an organized, interesting manner in the form of lecture, small group discussion, or student presentations. Hours: 3 Lecture.

## RC 162—Advanced RC Pathophysiology (3 Credits)

**Prerequisite:** RC 161 with a minimum grade of C

Course Fee: \$5.00

**Description:** Course is designed to provide students with advanced information about disease processes. General pathophysiology provides a foundation of information for the student to apply in the specialty area of respiratory care. Included will be a comprehensive overview of the disease process in an organized, interesting manner in the form of lecture, small group discussion, or student presentations. Hours: 3 Lecture.

## RC 165—Evolving Roles in Respiratory Therapy (2 Credits)

**Prerequisite:** Enrolled in the RC program

Course Fee: \$10.00

**Description:** This course introduces students to current and future trends in health care. Specifically, this course will cover traditional and new roles for respiratory therapists and will present possibilities and tactics for respiratory therapists to work across the range of patient care.

Hours: 2 Lecture. 0 Lab.

## RC 171—Respiratory Therapy Equipment II (3 Credits)

**Prerequisite:** RC 175 with a minimum grade of C

Course Fee: \$25.15

**Description:** Course is designed to provide first-year RC students with a background on the principles and technologies of emergency airway management, tracheostomy management, non-invasive patient monitoring, bedside pulmonary function assessment, true volume measuring devices vs. pneumotachometer devices, and RC home medical equipment including patient comfort and compliance issues.

Hours: 3 Lecture.

## RC 172—Respiratory Therapy Equipment III (4 Credits)

**Prerequisite:** RC 171 with a minimum grade of C

Course Fee: \$25.15

**Description:** Course will provide the principles and technologies for the student to assimilate and interrelate technical and physiological criteria for treating patients on mechanical ventilation (CMV). Students learn logical thinking required to troubleshoot ventilator problems in the ICU and utilize different types of ventilators to gain confidence, proficiency, and appreciate the level of sophistication to which modern ventilators have risen.

Hours: 4 Lecture.

## RC 175—Respiratory Care Orientation (2 Credits)

**Prerequisite:** Acceptance into the Respiratory Care Program

Course Fee: \$48.00

**Description:** Course will provide application of the basic skills required for patient care. The students will learn essential body mechanics to avoid injury; infection control principles; required confidentiality information; legal and ethical principles; and an introduction to vital signs. Students will also complete CPR certification, HIV/AIDS certification for healthcare providers, and receive their program student handbooks.

Hours: 2 Lecture.

## RC 180—Respiratory Therapy Clinical I (3 Credits)

**Prerequisite:** Accepted into the Respiratory Care Program

Course Fee: \$83.65

**Description:** Course is designed to prepare the beginning Respiratory Care student to perform basic respiratory therapeutic modalities in the hospital setting. Emphasis is placed on patient assessment techniques, oxygen therapy, and bronchial hygiene. This class consists of a lab/clinical rotation.

Hours: 0 Lecture. 2 Lab.

## RC 181—Respiratory Therapy Clinical II (3 Credits)

**Prerequisite:** RC 180 with a minimum grade of C

Course Fee: \$25.15

**Description:** Course will continue to build on the clinical skills and knowledge base acquired in first quarter. The Respiratory Care student will be introduced to the critical care environment this quarter. Emphasis is placed on airway management, ECG's, arterial blood gases, non-invasive ventilation and CPAP. This class consists of a lab/clinical rotation.

Hours: 0 Lecture. 2 Lab.

## RC 182—Respiratory Therapy Clinical III (3 Credits)

**Prerequisite:** RC 181 with a minimum grade of C

Course Fee: \$25.15

**Description:** Course is intended to prepare the third quarter Respiratory Care student to care for patients in the Intensive Care Unit. Topics covered will include the initiation and care of the patient receiving mechanical ventilation and special RC procedures. This class consists of a lab/clinical rotation.

Hours: 2 Lab.

## RC 183—Respiratory Therapy Clinical IV (4 Credits)

**Prerequisite:** RC 182 with a minimum grade of C

Course Fee: \$25.15

**Description:** This is the final clinical course of the first year of the respiratory program. Students are expected to use this time at the clinical sites to polish their clinical skills, improve their time management skills and increase their comfort level and autonomy in the clinical setting in order to be prepared for the advanced clinical courses in the second program year.

## RC 192—Advanced Mechanical Ventilation (4 Credits)

**Prerequisite:** RC 152 with a minimum grade of C

Course Fee: \$5.00

**Description:** Course content will emphasize advanced mechanical ventilator applications including non-conventional approaches to patient management in both adult and the pediatric/neonatal settings.

Hours: 4 Lecture.



## RC 193—Respiratory Pharmacology I (1 Credits)

**Prerequisite:** Acceptance into the Respiratory Care Program.

Course Fee: \$

**Description:** This is the first in a series of three courses in pharmacology. General pharmacological principles, drug classification, computations, routes of delivery and respiratory medication are emphasized.

Hours: 1 Lecture.

## RC 194—Respiratory Pharmacology II (1 Credits)

**Prerequisite:** RC 193 with a minimum grade of C

Course Fee: \$

**Description:** This is the second in a series of three courses in pharmacology dealing with principles of mucolytics, antiasthmatics, antimicrobials, anti-inflammatory agents, surface-active and special applications.

Hours: 1 Lecture.

## RC 195—Respiratory Pharmacology III (1 Credits)

**Prerequisite:** RC 194 with a minimum grade of C

Course Fee: \$

**Description:** This is the third in a series of three courses in pharmacology dealing with principles in cold and cough agents, neonatal/pediatric aerosolized drug therapy, diuretics, cardiovascular pharmacology and the drugs affecting the central nervous system.

Hours: 1 Lecture.

## RC 240—Advanced Assessment and Diagnosis (3 Credits)

**Prerequisite:** RC 153 with a minimum grade of C

Course Fee: \$5.00

**Description:** Course will provide second year students with information necessary to care for the critically ill patient. Advanced assessment and diagnosis takes general knowledge learned in first year theory classes and further analyzes patient assessment values to help students make more informed decisions regarding interventions necessary to support the respiratory patient during stabilization and care.

Hours: 3 Lecture.

## RC 251—Respiratory Pathophysiology Case Presentations (2 Credits)

**Prerequisite:** RC 162 with a minimum grade of C

Course Fee: \$5.00

**Description:** Course is designed to provide students with a introduction into problem based learning and evidenced based medicine using pathophysiology cases. Included will be a comprehensive overview of the various disease processes, surgical procedures, and new respiratory therapy technology.

Hours: 2 Lecture.

## RC 261—Pediatric and Neonatal Respiratory Care (4 Credits)

**Prerequisite:** RC 152 with a minimum grade of C and RC 161 with a minimum grade of C or Instructor Permission

Course Fee: \$5.00

**Description:** Course will provide second year students with an overview of pediatric and neonatal diseases. The field of neonatology/pediatrics is highly dynamic and requires up to date knowledge of clinical and technical skills. A neonatal/pediatric RCP is expected to be able to perform as an integral part of the highly specialized health care team as well as develop critical thinking skills.

Hours: 4 Lecture.

## RC 262—Review of Applications of Respiratory Care (4 Credits)

**Prerequisite:** RC 152 with a minimum grade of C and RC 261 with a minimum grade of C Or instructor permission

Course Fee: \$40.00

**Description:** Course will provide students with a review for the advanced level practitioner written and clinical simulation NBRC examinations. Included will be comprehensive overviews of all respiratory subject matter, including: Analysis of Data, Equipment, and Therapies.

Hours: 4 Lecture.

## RC 263—Pulmonary Functions (3 Credits)

**Prerequisite:** Acceptance into the Respiratory Care Program

Course Fee: \$

**Description:** Course will provide students with information necessary for understanding Pulmonary Function Testing, Exercise Testing, and their interpretations. Included will be a comprehensive overview of the subject matter in the form of lecture, small group discussion, or student presentations.

Hours: 3 Lecture.

## RC 272—Pulmonary Rehabilitation, Home Care, and Assistance in Specialty Procedures (3 Credits)

**Prerequisite:** Acceptance into the Respiratory Care Program

Course Fee: \$15.00

**Description:** Course will provide students with information about the alternate settings of pulmonary rehabilitation and home care.

Hours: 3 Lecture.

## RC 280—RC Specialty Clinical I (4 Credits)

**Prerequisite:** RC 183 with a minimum grade of C

Course Fee: \$79.65

**Description:** Course will prepare the second year Respiratory Care student to perform advanced respiratory therapeutic modalities in a variety of settings. Emphasis is placed on advanced assessment techniques and patient education. This class consists of a clinical rotation only. Students will be assigned to Tuesday, Wednesday, or Thursday clinical days.

## RC 281—Advanced Critical Care Clinical Rotation (4 Credits)

**Prerequisite:** RC 280 with a minimum grade of C

Course Fee: \$21.75

**Description:** Course will prepare the second year Respiratory Care student to perform advanced respiratory therapeutic modalities in a variety of settings. Emphasis is placed on advanced assessment techniques and patient education. This class consists of a clinical rotation only. Students will be assigned to Tuesday, Wednesday, or Thursday clinical days.

## RC 282—Neonatal Clinical Rotation (2 Credits)

**Prerequisite:** RC 281 with a minimum grade of C

Course Fee: \$32.15

**Description:** Course will prepare the second year Respiratory Care student to perform advanced respiratory therapeutic modalities in a neonatal intensive care setting. Emphasis is placed on patient assessment techniques. This class consists of a five-week clinical rotation.

## RC 283—Specialty Clinical Rotation II (2 Credits)

**Prerequisite:** RC 281 with a minimum grade of C

Course Fee: \$25.15

**Description:** Course is designed to prepare the second year Respiratory Care student as an expert respiratory care practitioner. This five-week rotation is the last clinical rotation before graduation; therefore, students are encouraged to do their final rotation at their desired place of employment. This class consists of a clinical rotation only.

## RC 290—Ethics and Professionalism in Respiratory Care (2 Credits)

**Prerequisite:** Enrolled into the RC program

Course Fee: \$10.00

**Description:** While providing care and delivering therapies, RCP's must be continuously aware of the legal and ethical implications of the services they deliver and their actions while delivering them. This course will provide students with information necessary for understanding legal issues and for making ethical decisions in respiratory care.

Hours: 2 Lecture.

## RC 299—Individual Study in Respiratory Therapy (1-5 Credits)

**Prerequisite:** Instructor permission

Course Fee: \$

**Description:** Independent learning activity designed jointly by student and instructor to improve and/or increase the learner's knowledge and skill.

Hours: 1-5 Lecture.

## SCI 105—Introductory Topics in Natural Science (5 Credits)

**Recommended Preparation:** Proficiency in Algebra.

Course Fee: \$14.00

**Description:** Concepts from multiple scientific fields (including biology, chemistry, physics, and the earth and space sciences) will be investigated through the in-depth exploration of an applied interdisciplinary topic. This course will provide introductory-level science students with an expansive understanding of scientific principles, methods, and techniques. Laboratories and field work included.

Hours: 4 Lecture. 1 Lab.

## SCI 294—Undergraduate Research in Science (1-5 Credits)

**Prerequisite:** Instructor Permission only

Course Fee: \$0.00

**Description:** Students will work as a part of a team for the quarter to conduct research in the Natural Sciences. The course will involve either laboratory or field study depending on the project, evaluation of primary research papers relevant to the project, and presentation of project results.

Hours: 1-5 Lab.

## SOCSC 204—Psychosocial Issues in Healthcare 1 (3 Credits)

**Prerequisite:** Admission to Nursing Program

Course Fee: \$15.00

**Description:** This course examines concepts necessary for the effective provision of healthcare in the psychosocial domain. It addresses determinants of health and illness across the lifespan, including social, psychological, environmental, spiritual, and cultural dimensions. Concepts include communication, family, culture & diversity, spirituality, caring interventions, development, stress and coping, and self.

Hours: 3 Lecture. 0 Lab.

## SOCSC 205—Psychosocial Issues in Healthcare 2 (2 Credits)

**Prerequisite:** NURS 103 with a minimum grade of C and NURS 124 with a minimum grade of C and NURS 155 with a minimum grade of C and NURS 193 with a minimum grade of C and PHIL 201 with a minimum grade of C

Course Fee: \$10.00

**Description:** This course examines concepts necessary for the effective provision of healthcare in the psychosocial domain. It addresses determinants of health and illness across the lifespan, including social, psychological, environmental, spiritual, and cultural dimensions. Concepts include cognition, violence, mood and affect, behavior, and stress and coping.

Hours: 2 Lecture. 0 Lab.

## SOC& 101—Introduction to Sociology (5 Credits)

**Recommended Preparation:** ENGL& 101/COL 101 strongly encouraged, either prior or concurrently. If you are not comfortable with writing, please consider taking WRITE 096 to support you in this class.

Course Fee: \$2.00

**Description:** (Formerly SOC-110) An introduction to the basic concepts and theories of sociology with an emphasis on the group aspects of human behavior. (Multicultural Course)

Hours: 5 Lecture.

## SOC 120—Introduction to Women's Studies (5 Credits)

**Recommended Preparation:** ENGL& 101/COL 101 strongly encouraged, either prior or concurrently. If you are not comfortable with writing, please consider taking WRITE 096 to support you in this class.

Course Fee: \$2.00

**Description:** Introduction to the study of women, feminism, and theories of oppression and privilege, particularly with respect to gender, sexuality, race, class, and sexual orientation. Topics include systems of oppression, gender socialization, sexuality, violence, and social institutions such as family, health care, media, religion, legal systems, work and labor, and education. (Multicultural Course)

Hours: 5 Lecture.

## SOC 200—Introduction to Research Methods for Sociologists (5 Credits)

**Prerequisite:** ENGL& 101 (may be taken concurrently)

Course Fee: \$2.00

**Description:** This course is an introduction to research methods in sociology, covering quantitative, qualitative, primary and secondary data and defining the basic types of research method including social surveys, experiments, interviews, focus groups, participant observation, ethnography and longitudinal studies. This course will also review general issues in the design and implementation of research projects, as well as specific issues that arise in conducting interviews and field observations, constructing and administering surveys, analyzing existing data, and planning program evaluations.

Hours: 5 Lecture.

## SOC& 201—Social Problems (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C or concurrent enrollment

Course Fee: \$2.00

**Description:** (Formerly SOC-270) A macro-sociological approach to the study of social problems with special emphasis on the effects of institutional change in the economic, educational, family, political, religious, and other systems of contemporary human societies. (Multicultural Course)

Hours: 5 Lecture.

## SOC 205—Sociology of African Americans (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C or concurrent enrollment

Course Fee: \$2.00

**Description:** This course explores the socio-historical experiences of African Americans. We will investigate the social history of African Americans in the United States, oppression and the perpetuation of social inequality, current demographic trends, issues of race, class, gender, and family, and contemporary sociological issues of African Americans. We will also debate solutions to various social problems that are of particular concern to the black community. (Multicultural Course)

Hours: 5 Lecture.

## SOC 222—Sociology of Sport (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C or concurrent enrollment

Course Fee: \$2.00

**Description:** Introduction to the sociological analysis of sport. There will be a particular emphasis on: race, class, gender, and sexuality issues within sport; socialization and interactions within sport; sport and education; deviance, crime, and violence in sport; the business and economics of sport. (Multicultural Course)

Hours: 5 Lecture.

## SOC 238—Sociology of Latinx Americans (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C or concurrent enrollment

Course Fee: \$2.00

**Description:** This course provides students with a critical overview of some of the central themes and issues that have shaped the experiences of Latinx populations in the U.S. Topics this course will cover include: the history of the "Hispanic" and "Latinx" ethnic labels; U.S.-Latin American relations; different issues faced by various ethnic communities; and the politics of language and bilingualism. Course materials will draw primarily from articles, books, and documentaries to discuss the ways in which Latin Americans influence U.S. society and culture. (Multicultural Course)

Hours: 5 Lecture.

## SOC 255—Sociology of Military and Society (5 Credits)

**Corequisite:** ENGL& 101

Course Fee: \$2.00

**Description:** This course examines the military as a social institution with emphasis on the United States. As an institution, the military intersects with other social institutions, such as labor and credit markets, education, and the family. We will investigate the internal organization, practices, and social history of the U.S. military and how it impacts outcomes for race, class, sex, citizen and education status, sexual orientation, and ability status.

Hours: 5 Lecture. 0 Lab.

## SOC 262—Race and Ethnic Relations (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C or concurrent enrollment

Course Fee: \$2.00

**Description:** Builds upon and expands the students' understanding of race and ethnic relations in American contemporary society. Focuses on how immigrant groups adapt to a new country, manifestations of racism and discrimination, as well as the economic and social progress of different ethnic groups. Explores how to alter patterns of racial and ethnic inequality through social movements and social policy. (Multicultural Course)

Hours: 5 Lecture.

## SOC 265—Sociology of Asian Americans (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C or concurrent enrollment

Course Fee: \$2.00

**Description:** This course explores the socio-historical experiences of Asian American groups. We will investigate the history of Asian immigration to the United States, discriminatory and anti-Asian legislation, factors influencing social inequality amongst Asian American ethnic groups, current demographic trends, issues of race, class, gender, and family, and contemporary sociological issues of Asian Americans. (Multicultural Course)

Hours: 5 Lecture.

## SOC 271—Introduction to the Sociology of Deviance and Social Control (5 Credits)

**Prerequisite:** ENGL& 101 with a minimum grade of C or concurrent enrollment

Course Fee: \$2.00

**Description:** Analysis of deviant behavior from the perspective of sociological theory and research. Emphasis is on developing a sociological understanding and critical analysis of social theory relating to deviant, criminal, and violent behavior in various societies.

Hours: 5 Lecture.

## SOC 287—Sociology of Gender and Sexuality (5 Credits)

**Prerequisite:** SOC& 101 or PSYC& 100 or ANTH& 100

Course Fee: \$

**Description:** This course will examine the social construction of gender and sexuality and discuss key theories to the study of gender. Macro perspectives of culture and social institutions are also given special attention. Gender does not exist in a vacuum; therefore, gender will be discussed in relation to its intersection with other social identities, such as race, class, sexuality, age, ability, and size. We'll learn about sexuality and how it relates to gender historically and contemporary through feminist and queer theories. (multicultural content)

Hours: 5 Lecture.

## SOC 299—Individual Study (1-5 Credits)

**Prerequisite:** SOC& 101 with a minimum grade of B+ and Instructor permission

Course Fee: \$0.00

**Description:** A variable credit (1-5) course based on independent study contracted between an instructor and a student. The emphasis will be a research related project which will provide an opportunity for students to pursue in-depth in an area previously or concurrently covered in a college-level course.

Hours: 1-5 Lecture. 0 Lab.



## SPAN& 121—Spanish I (5 Credits)

Course Fee: \$2.00

**Description:** (Formerly SPAN-101) The first year of the beginning Spanish language sequence consists of 121, 122, and 123. SPAN&-121 is the first quarter of the sequence. The basic tenets of communications including reading, writing, speaking, and listening are developed in a dynamic second language acquisition environment enhanced by technology. Grammar is used as a communication tool to express meaning as students take part in small group discussions, cultural investigation, and presentation. Authentic materials will be focused on in the class as well as assessment. Students should expect to be immersed in the language. English will be used at a minimum. (Multicultural Course)

Hours: 5 Lecture.

## SPAN& 122—Spanish II (5 Credits)

**Prerequisite:** SPAN& 121 with a minimum grade of C or Instructor permission

Course Fee: \$2.00

**Description:** (Formerly SPAN-102) SPAN&-122 is the second quarter of the first-year language sequence and continues to build on the skills acquired in SPAN&-121. The basic tenets of communications including reading, writing, speaking, and listening are developed in a dynamic second language acquisition environment enhanced by technology. Grammar is used as a communication tool to express meaning as students take part in small group discussions, cultural investigation, and presentation. Authentic materials will be focused on in the class as well as assessment. Students should expect to be immersed in the language. English will be used at a minimum. (Multicultural Course)

Hours: 5 Lecture.

## SPAN& 123—Spanish III (5 Credits)

**Prerequisite:** SPAN& 122 with a minimum grade of C or Instructor permission

Course Fee: \$2.00

**Description:** (Formerly SPAN-103) SPAN&-123 is the third quarter of the first-year language sequence and continues to build on the skills acquired in SPAN&-122. The basic tenets of communications including reading, writing, speaking, and listening are developed in a dynamic second language acquisition environment enhanced by technology. Grammar is used as a communication tool to express meaning as students take part in small group discussions, cultural investigation, and presentation. Authentic materials will be focused on in the class as well as assessment. Students should expect to be immersed in the language. English will be used at a minimum. (Multicultural Course)

Hours: 5 Lecture.

## SPAN& 221—Intermediate Spanish 1 (5 Credits)

**Prerequisite:** SPAN& 123 with a minimum grade of C or equivalent or Instructor Permission

Course Fee: \$2.00

**Description:** The second year intermediate level Spanish language sequence consists of 221, 222, and 223. SPAN&221 is the first quarter of the sequence. Classes will focus on the use of listening, speaking, reading and writing skills in the Spanish language in order to analyze, examine and explore oral and written communication using a variety of topics through authentic materials, in all major time frames, reinforcing knowledge from other disciplines through Spanish.

Hours: 5 Lecture. 0 Lab.

## SPAN& 222—Intermediate Spanish 2 (5 Credits)

**Prerequisite:** SPAN& 221 with a minimum grade of C or Equivalent or Instructor Permission  
Course Fee: \$2.00

**Description:** The second year intermediate level Spanish language sequence consists of 221, 222, and 223. SPAN&222 is the second quarter of the sequence. Classes will focus on the use of listening, speaking, reading and writing skills in the Spanish language in order to analyze, examine and explore oral and written communication using a variety of topics through authentic materials, in all major time frames, reinforcing knowledge from other disciplines through Spanish.

Hours: 5 Lecture. 0 Lab.

## SPAN& 223—Intermediate Spanish 3 (5 Credits)

**Prerequisite:** SPAN& 222 with a minimum grade of C or Equivalent or Instructor Permission  
Course Fee: \$2.00

**Description:** The second year intermediate level Spanish language sequence consists of 221, 222, and 223. SPAN&223 is the third quarter of the sequence. Classes will focus on the use of listening, speaking, reading and writing skills in the Spanish language in order to analyze, examine and explore oral and written communication using a variety of topics through authentic materials, in all major time frames, reinforcing knowledge from other disciplines through Spanish.

Hours: 5 Lecture. 0 Lab.

## SPAN 299—INDEPENDENT STUDY in Spanish (1-5 Credits)

**Prerequisite:** SPAN& 123 or equivalent class and Instructor permission  
Course Fee: \$0.00

**Description:** A course where students can study more in-depth topics involving Spanish language. Often including readings in Spanish and Latin American literature. Topics will be selected by students, with instructor's approval.  
Hours: 1-5 Lecture.

## WRITE 095—Tools for Reading and Writing (2 Credits)

**Prerequisite:** ENGL/ 085 with a minimum grade of C or equivalent or EAP 155 with a minimum grade of C and EAP 159 with a minimum grade of C

Course Fee: \$

**Description:** An optional course designed to strengthen both reading and writing skills, and to increase success in ENGL-101 ALP. Students will work in small groups with coaching from an instructor.

Hours: 2 Lecture.

## WRITE 096—Writing Center Tutorials (1 Credits)

Course Fee: \$5.00

**Description:** This is a laboratory course that offers students one-to-one tutorial help with assignments for classes where writing is required. No outside work is assigned. At least nine 50-minute tutorial sessions per quarter must be completed for credit. If there is space in the course, it can be added up to midterm with instructor permission. May be taken a total of four times and is graded as Satisfactory/Unsatisfactory.

## WRITE 140—Writing Center Tutor Practicum I (2 Credits)

Course Fee: \$5.00

**Description:** Provides qualified students with training in assisting students in one-on-one tutorial sessions at the Writing & Tutoring center. Topics of study include writing and writing center theories, tutoring strategies, and responding to writing. Course includes regular tutor discussion group meetings and activities in Angel. Students may have the opportunity to apply tutoring skills in actual sessions and to earn the first level of International Tutoring Program Certificate.



## WRITE 141—Writing Center Tutor Practicum II (2 Credits)

**Prerequisite:** WRITE 140

Course Fee: \$5.00

**Description:** Provides qualified students with training and experience in assisting students in one-on-one tutorial sessions at the Writing & Tutoring Center. Topics of study include advanced tutoring topics such as working with at-risk students. Course includes regular tutor discussion group meetings and activities in Angel. Students will apply tutoring skills in actual sessions and have the opportunity to earn the second level of International Tutoring Program Certification.

## WRITE 142—Writing Center Tutor Practicum III (2 Credits)

**Prerequisite:** WRITE 141

Course Fee: \$5.00

**Description:** (Formerly WRITE-145) Provides qualified students with training and experience in assisting students in one-on-one and group tutorial sessions at the Writing & Tutoring Center. Includes the opportunity to hold a tutoring leadership role. Course includes regular tutor discussion group meetings and activities in Angel. Students will apply tutoring skills in actual sessions and have the opportunity to earn the third level of International Tutoring Program Certification.

## Continuing and Corporate Education

TCC offers a wide variety of non-credit courses in personal enrichment, job skills training, and Corporate Education.

## **Continuing Education**

Each student will have a different reason for enrolling in Continuing Education courses (CE). Whether it is for job and career training or personal interest, courses in CE are available online and in person to all.

See the full schedule and register online at [this website](#).

### **Personal Enrichment Classes**

Stretch your mind and satisfy your curiosity with our affordable and convenient non-credit classes. Fun, knowledgeable, supportive and inspiring instructors share their love of subjects like:

- Arts and creativity
- Business and technology
- Health, home, and leisure
- Humanities
- Personal planning
- Professional development

### **The Harbor Institute**

The Harbor Institute is designed by and for adults interested in wide-ranging scholarly topics such as:

- History
- Languages
- Current events
- Genealogy
- Politics
- Geography
- The Environment

### **Write in the Harbor**

The Write in the Harbor conference nurtures and supports regional writers from beginners to advanced writers. This annual regional conference is held each November at TCC's Gig Harbor Campus. The conference includes ongoing writing classes, workshops, and discussion groups.

### **Job Skills and Career Training**

Continuing Ed has courses that:

- Help you to grow your business including business planning, marketing, and finance.
- Develop your own skills or upgrade the skills of your employees to excel in today's fast-paced work environment.

Continuing Ed has classes for individuals seeking professional certification, or CEUs and Clock Hours, to achieve or maintain licensure in professional fields, including:

- Alcohol/drug Information School - Training for Trainers (ADIS-TOT)
- Emergency Care Basic (CPR) Certification
- Building exceptional presentation skills

Many CE classes can also satisfy CEUs and Clock Hours for continuing professional education.

## **Online Non-credit Classes**

You can also take online classes from the comfort of your own home or office at times most convenient for you. There are hundreds of classes to choose from. Find your classes [online here](#).

## **Corporate Education**

Tacoma Community College is a member of Invista Performance Solutions, a partnership of four regional colleges dedicated to providing high quality workforce training. Invista provides customized solutions for corporate training and education, including:

- Leadership & Management
- Communication Skills
- Core Business Skills
- Software & IT Training
- Process Improvement
- Industrial & Technical Skills

## **Performance Consulting**

Invista provides performance consultants and industry experts who can develop and deliver targeted training and performance coaching that will positively impact your business.

## **Prior Learning Assessment**

Invista staff can guide and support your staff as they explore higher education options. Many adult workers have years of work experience but have earned little college credit. Invista works with employees to document and transfer life and work experience into college credits.

## **Transcribing for College Credit**

Invista offers customized training programs for college credit.

## **Customized Training**

Invista designs and tailors classes to fit the culture and values of business clients. Popular courses include:

### **Computer Literacy**

- Microsoft Office Suite
- Computer Literacy
- Database Management

### **Customer Service Academy**

- Interpersonal Communications
- Customer Service
- Ethics and values
- Stress and Time Management
- Conflict Resolution
- Decision Making

### **Leadership**

- Frontline Leadership
- Leading Change
- Succession and Transition Planning
- Building a Culture of Trust
- Retaining Talent
- Influential Leadership

**Productivity Improvement**

- Project Management
- Supply Chain Management
- Six Sigma
- Lean Kaizen
- ISO

**Supervision and Management**

- First-Time Supervisor
- Managing Change
- Motivating Employees
- Managing Difficult Employees
- Effective Delegation
- Performance Coaching

**Workplace Skills**

- Communication Skills
- Conflict Resolution
- Team Building
- Problem Solving
- Diversity Training
- Command Spanish

Detailed links for printing:

Continuing Education Website: [tacomacc.edu/continuingeducation](http://tacomacc.edu/continuingeducation)

Job Skills & Career Training Website: [www.ed2go.com/tccdte](http://www.ed2go.com/tccdte)



# Student Policies and Notices

Tacoma Community College, its employees and its students adhere to a variety of policies. The major policies of the college are posted at [tacomacc.edu/about/policies/](http://tacomacc.edu/about/policies/).

## Student Right to Know

Information required under the Student Right to Know Act is available on the college website. This includes:

- Campus Safety and Substance Awareness
- Student Right to Know Guide
- Completion and Graduation Rules

Additional information is available in the Student Affairs Administration office in Bldg. 7 and Safety and Security office in Bldg. 14. The Equity in Athletics Disclosure Act Report is available in the Athletic Department, Bldg. 20.

## Policy Appeals

The college provides a process for students to appeal operating policies or procedures. Appeals are typically addressed to the manager responsible for administration of the specific policy or procedure. Policy and procedure appeals are usually subject to strict time limits – it is important to act upon a concern as soon as it develops.

Some of the rules by which TCC operates are based on state or federal laws; in most situations, laws may not be appealed. To find out who to contact regarding a particular appeal, contact the office of the Vice President for Student Affairs in Bldg. 7.

## Code of Student Conduct

Admission to Tacoma Community College carries with it the presumption that the student will conduct themselves as a responsible member of the college community.

The Code of Student Conduct identifies the responsibilities of students according to state law and college policy. The provisions of the code apply to all students whenever they are on the college campus or engaged in collegesponsored activities or functions.

Students who commit any of the following offenses are subject to disciplinary action:

- Personal offenses (such as assault, disorderly, drunken or abusive conduct, false complaint or alarm, illegal assembly, trespass, sexual harassment, and possession of or use of firearms)
- Property offenses (such as theft, intentional or grossly negligent damage or destruction of college property, and unauthorized use of college equipment)
- Status offenses (such as cheating, plagiarizing, or tendering; forgery or alteration; use, possession, selling, or being under the influence of narcotics; being under the influence of alcoholic beverages except when official approval has been given; use, possession or distribution of alcoholic beverages on campus; failure to comply with directions of an authorized college official; smoking in “no smoking” areas; and unauthorized occupancy of a college facility).

Requests by students or college employees to initiate disciplinary proceedings should be submitted in writing to the Student Conduct Administrator or designee within 10 instructional days of the date the petitioner became aware or could have become aware of the alleged violation of the code.

A student is subject to disciplinary warning, probation, suspension or expulsion for violating any of the above listed offenses. The Code of Student Conduct identifies the due process guaranteed to students who are charged with violating provisions of the code. The college’s Code of Student Conduct is available in the office of the Vice President for Student Affairs in Bldg. 7 and on the college website at [tacomacc.edu/about/policies/code-ofstudent-conduct](http://tacomacc.edu/about/policies/code-ofstudent-conduct).

## Leave for Faith and Conscience

Students are entitled to up to two days of excused absences per calendar year for reasons of faith or conscience or for organized activities conducted under the auspices of a religious denomination, church, or religious organization. Each holiday taken under this policy must be taken as a whole day, i.e., the day may not be divided

into hours and taken piecemeal. Per RCW 1.16.050 and Substitute Senate Bill 5173 absences occurring under this policy shall not adversely impact a student's grade.

The Leave for Faith and Conscience notification form is available in Enrollment Services, Bldg. 7 or on the student portal.

### **Equal Opportunity Employer and Educator**

The principles of equal employment opportunity, affirmative action and nondiscrimination are fundamental to the mission, goals and objectives of Tacoma Community College. The college complies with applicable federal and state laws designed to promote equal employment opportunity and affirmative action.

- It is the policy of Tacoma Community College to provide an environment in which faculty, staff and students can work and study free from harassment or discrimination.
- The college will assure equal employment opportunity and prohibit discrimination in employment on the basis of race, ethnicity, religion, national origin, gender, sexual orientation, gender identity, age, marital status, status as a disabled or Vietnam era veteran, the presence of a sensory, mental or physical disability or genetic information.
- The college will integrate the principles of equity, diversity and inclusion into all facets of the college. We strive to eliminate barriers to employment which artificially restrict recruitment, hiring, retention, tenure and promotion, and to create an organization that reflects the diversity of the client constituencies we serve. Further, the college is committed to creating a climate in which diversity is valued and fostered, exposure to differing cultures and peoples is viewed as a key component of the employment experience, and that the college seeks to strengthen and expand the diversity of faculty, staff and students wherever possible.
- The college is committed to creating a culture and environment that respects and values individual and collective differences as well as encourages the productive potential of every employee.
- The college seeks to address challenges, further our objectives and develop a culture welcoming to all who enter. The diversity of the college has a direct correlation to the excellence of services provided to students to meet their needs culturally, economically and socially.

The college maintains a program of affirmative action as provided for by state and/or federal law. This policy is applicable to the college's educational programs and activities; student services and financial aid programs; use of facilities, purchasing, contracting and facilities construction activities, and all areas of employment. The college is committed to protecting the rights and dignity of each individual in the campus community, and will not tolerate discrimination of any kind at any level.

Individuals who feel they are being discriminated against are encouraged to seek help. For more information contact one of the following offices:

- Vice President for Student Affairs, 253-566-5115, or
- Vice President for Human Resources and Legal Affairs, 253-566-5054.

The college's policy statement and procedures for filing discrimination complaints is available from TCC administrative offices, the office of the Vice President for Student Affairs, the ASTCC President's office, the Counseling Center, the Library, and Human Resources.

### **Nondiscrimination and Harassment Policy and Grievance Procedure (Title IX)**

Tacoma Community College recognizes its responsibility for investigation, resolution, implementation of corrective measures, and monitoring the educational environment and workplace to stop, remediate, and prevent discrimination on the basis of race, color, national origin, age, perceived or actual physical or mental disability, pregnancy, genetic information, gender identity, gender expression, sex, sexual orientation, gender identity, marital status, creed, religion, honorably discharged veteran or military status, or use of a trained guide dog or service animal.

To this end, Tacoma Community College has enacted policies prohibiting discrimination against and harassment of members of these protected classes. Any individual found to be in violation of these policies will be subject to disciplinary action up to and including dismissal from the college or from employment. The policy in its entirety is available at [tacomacc.edu/about/policies/nondiscrimination-and-harassment-policy-and-grievance-procedure](http://tacomacc.edu/about/policies/nondiscrimination-and-harassment-policy-and-grievance-procedure).

## **Communicable Disease Prevention**

The college is committed to providing a safe and healthy educational environment. Consistent with existing law and in the interest of all concerned, the college takes appropriate measures to ensure a safe environment through the provision of all necessary training and precautions in regard to communicable diseases.

## **Use of Student Artifacts**

Some student assignments may be referenced as artifacts and analyzed in conjunction with the college seeking accreditation renewal; needing to demonstrate evidence of expected performance; subjecting itself to external review by accrediting bodies; and/ or sharing best practices and lessons learned with other higher education professionals. By attending classes at TCC, students agree to allow access and reference to assignments, usage patterns, and share content and/or information as needed to facilitate such processes and the continuous improvement of college programs.

## **Family Educational Rights and Privacy Act (FERPA)**

The Family Educational Rights and Privacy Act requires institutions of higher education to establish written policies and guidelines governing the review, inspection, release, amendment and maintenance of student educational records.

Tacoma Community College has established policies and guidelines to ensure that the education records of its students are treated responsibly in accordance with the act and U.S. Dept. of Education regulations.

TCC directory information can be released without a student's permission. It includes student names, degrees and awards. TCC will also confirm dates of attendance, dates of birth, major field of study, participation in officially-recognized sports and activities, and most recent previous educational institution attended. Release of non-directory information requires a release signed by the student.

Students should be advised that military recruiters may request and receive address and phone listings as well as the above directory information without a signed release.

A student may request directory information be withheld from public release by filing an annual request with the Registrar in Bldg. 7. However, the college may authorize designated persons and agencies access to students' educational records under certain conditions listed in the college policy without the student's consent.

Copies of the college's student educational records policies and procedures may be obtained from the office of the Vice President for Student Affairs in Bldg. 7.

Students may file complaints concerning alleged failures by the college to comply with the Act or regulations promulgated there under with the United States Dept. of Education (FERPA), Office of the Review Board, Washington, D.C. 20202.

## **Radiologic Technology Program Pregnancy Policy**

For information on the Radiologic Technology Program Pregnancy Policy, contact the Radiologic Sciences program chair.

## **Tobacco and Smoke Free Campus Policy**

It is the policy of Tacoma Community College that smoking or the use of tobacco products is prohibited on all college premises.

Smoking materials must be extinguished and properly disposed of prior to entering college premises or exiting a vehicle. Improper disposal includes, but is not limited to, spitting smokeless tobacco product, littering (e.g., discarding cigarette butts, throwing cigarette butts out of windows, leaving spit containers), and anything that creates a fire hazard.

The sale of tobacco products or tobacco related merchandise is prohibited on College property. This includes the free distribution (sampling) of tobacco products and associated products. Sponsorship of campus events by organizations that promote tobacco use is prohibited. Advertisement of tobacco products at campus events is prohibited regardless of sponsorship. Additionally, TCC shall neither solicit nor accept any grant, gift or anything else of value from a manufacturer, distributor or retailer whose principal business is tobacco products.

Exceptions to this policy for cultural or artistic purposes require prior written approval of the college president or designee.



## **Marijuana Use on Campus**

Even though limited personal possession and use of marijuana is legal in Washington State, it is illegal on the TCC campus. Because the college receives federal funds we must adhere to federal policy in regard to possession and use of marijuana and other drugs.

Being under the influence, use, possession, manufacturing or distribution of marijuana, including medical marijuana, is a violation of the TCC Code of Student Conduct and will result in disciplinary action.

## **Substance Abuse**

In accordance with provisions of the Drug-Free Schools and Communities Act of 1986 (Public Law 99-570) and its amendments of 1989, Tacoma Community College provides substance abuse education, resources, information, and referrals focusing on the prevention and treatment of substance abuse.

Information on substance abuse prevention is available in the Counseling Center, Bldg. 7. This information covers the many health risks associated with the use and abuse of illicit drugs and alcohol, which include liver damage, heart disease, ulcers, brain damage, malnutrition, cancer, and damage to a developing fetus. These risks may adversely affect one's learning environment, work and personal life.

Student use, possession or distribution of alcoholic beverages, narcotic drugs, or controlled substances or being under the influence of alcohol or illicit drugs on campus or at any college-sponsored event is prohibited. (Exceptions for use of alcoholic beverages may be made with permits and by approval of the college president.) Violations of this policy by any student may result in disciplinary warning, probation, suspension or expulsion. In addition, state and federal laws make possession or distribution of illicit drugs and alcohol a crime subject to imprisonment, fine or both.

## **TCC is a Weapons Free Campus**

Tacoma Community College seeks to maintain a welcoming and safe educational and learning environment for students, employees, and visitors. TCC does not allow weapons on its property, which includes any vehicle, building, classroom, laboratory, artistic venue, athletic venue, entertainment venue, all college-related organization property whether leased or owned by TCC, and all TCC-officially-recognized organization property whether leased or owned by TCC and any real property, including parking areas, sidewalks, and common areas under the control of TCC.

No person covered by this policy, unless authorized by law or specifically exempted by federal or state law or TCC regulation, is authorized to have in their possession a firearm, weapon or explosive at a time when engaging in TCC-related business or activities on TCC property referenced in WAC 132S-50-280:

1. It shall be the policy of this college that possession of weapons apparently capable of producing bodily harm and/or property damage is prohibited on or in college facilities or college-leased facilities.
2. Explosives are prohibited on or in college facilities or leased college facilities.
3. Carrying of firearms on or in college facilities or college-leased facilities is prohibited except and unless the firearm is registered with the campus security department for a specified period of time.
4. The aforementioned regulations shall not apply to equipment or materials owned, used or maintained by the college; nor will they apply to law enforcement officers. Student Policies and Notices

The provisions do not apply if the possession of the firearm or weapons is:

- Carried by a law enforcement officer from an external agency conducting official business at TCC.
- A simulated firearm, or weapon may be authorized and permitted for educational purposes in connection with TCC-related research, teaching or theatrical production, (e.g., stage play or film production, or rehearsals for them), from the appropriate Vice President or designee.

A student who violates this policy will be asked to remove the weapon from campus immediately and will be subject to disciplinary action pursuant to the Code of Student Conduct. Further, TCC may contact the appropriate law enforcement agency if it learns that a student has violated or is violating the policy. The student may also be subject to arrest.

An employee who violates this policy will be asked to remove the weapon from campus immediately and will be subject to disciplinary action, up to and including termination of employment. Further, TCC may contact the

appropriate law enforcement agency if it learns that an employee has violated or is violating the policy. The employee may also be subject to arrest.

A person other than an employee or student who violates this policy will be asked to remove the weapon from campus immediately. Further, TCC may contact the appropriate law enforcement agency if it learns that such person has violated or is violating the policy. Such person may also be subject to arrest.

Violations may result in referrals to external law enforcement agencies.

**Exclusions**

1. This policy does not apply to law enforcement officials duly authorized to carry such weapons.
2. Persons employed in the Army, Air Force, Navy, Coast Guard or Marine service of the United States or any member of the Washington National Guard when in the discharge of their official duties and acting under orders requiring them to carry arms or weapons.
3. Civil officers of the United States in the performance of their official duties.
4. Armored guards in the performance of their duties of picking up and dropping off money

# The TCC Team

## Board of Trustees

Tacoma Community College's Board of Trustees is a 5-member policy-making body. Its members are appointed by Washington's Governor to five-year terms. The Board of Trustees for Tacoma Community College is composed of influential community members who live within the College's service area. They are a crucial link between the needs of the Tacoma community and the services offered by TCC. All trustees sit as members of the Trustees Association of Community and Technical College, which is comprised of trustees from the 34 community and technical colleges state-wide.

- **Pat Shuman**, *Chair*
- **Dona Ponepinto**, *Vice Chair*
- **Lois Bernstein**
- **LaTasha Wortham**
- **Robert Ryan**

## Leadership Team

- **President:** Ivan L. Harrell, II
- **Provost & Vice President for Academic Affairs:** Marissa Schlesinger
- **Vice President for Administrative Services:** Patty McCray-Roberts
- **Vice President for Equity, Diversity, and Inclusion:** Roderick Morrison
- **Vice President for Student Affairs:** Karl Smith
- **Vice President for College Advancement (& Foundation Director):** Bill Ryberg

## Deans and Chairs

### Interim Dean for Education, Social and Behavioral Sciences: Olga Inglebriston

- Chair for Philosophy, Psychology, Sociology: Andrew Cho
- Chair for Anthropology, History, Political Science: Katrina Taylor
- Chair for Early Childhood Education, Education: Jennifer Karshna
- Chair for World Languages: Bruno Arzola
- Chair for Human Services: Vacant

### Dean for Creative Arts, Literature, and Communication: Kim Flack

- Chair for Art: Merit Berg
- Chair for Music: Anne Lyman
- Chair for Communications Studies and Interdisciplinary Studies: Stephen Johns
- Chair for Written Studies: Andrew Brottland
- Chair for Adult English as a Second Language: Stephanie Khan
- Chair for English for Academic Purposes: Emily Coates-White
- Chair for Adult Basic Education: Staci Snyder

**Dean of Gig Harbor Campus and Continuing Education: Olga Inglebritson**

**Associate Provost for Workforce and Dean for Healthcare: Krista Fox**

- **Associate Dean, Nursing: Julie Benson (Through December 31, 2022)**

**Jill Edwards (Beginning January 1, 2023)**

- Chair for Community Health: Brandon Censon
- Chair for Diagnostic Medical Sonography: Shea Bower
- Chair for Emergency Medical Care: Joshua Wright
- Chair for Health Information Technology/Health Information Management: Corinne Jarvis
- Chair for Physical Education: Susan Schenk
- Chair for Respiratory Care: Greg Carter
- Chair for Radiology: Leslie Kaehn-Jarvis

**Interim Associate Dean, Business, Paralegal, and Technology: Mary Jane Oberhofer**

- Chair for Accounting: Annalee Rothenberg
- Chair for Business/Logistics: Yolonda Williams
- Chair for Computer User: Mary Jane Oberhofer
- Chair for Business Transfer: James Reisdorf
- Chair for Information Technology/Information Systems: Sergio Hernandez
- Chair for Paralegal: Jennifer Sorenson

**Dean for Science, Engineering and Mathematics: Katie Gulliford (Through December 31, 2022)**

**Interim Dean for Science, Engineering and Mathematics: Chris Willett (Beginning January 1, 2023)**

- Chair for Biology, Earth/Environmental Science, and Chemistry: Jeff Engle
- Chair for Computer Science, Astronomy, Physics, and Engineering: Ivan Ramirez
- Chair for Math: Chris Willett (Through December 31, 2022)  
Kendra Feinstein (Starting January 1, 2023)

**Dean of Corrections Education: Sultana Shabazz**

**Dean, Library and Learning Innovation: Dale Coleman**

**Dean for Enrollment and Student Success: Patrick Brown**

**Dean for Retention and Student Success: Jennifer Fountain**

- Chair, Counseling: Nigeria Bell

## Faculty

**Jared Abwawo**

*Mathematics*

B.A., Egerton University; M.S.  
University of Washington

**Melissa Adams**

*Library*

B.A.Ed., Washington State University;  
M.L.I.S., University of Washington

**Bridgette Agpaoa Ryder, Ed.D.**

*Human Services*

B.A., University of Washington; M.A.,  
Ed.D., Seattle University

**Gavan Albright**

*Biology*

B.S., University of California,  
Riverside; M.S., California State  
University, San Bernardino

**Mark R. Allen, Ph.D.***Chemistry*

B.S., University of Puget Sound; M.S.,  
University of Oregon; Ph.D.,  
University of California

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B.S., M.S., East Carolina University

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University of Washington

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Mexico State University

**Dona Aubrey***Health Information Technology*

A.S., Tacoma Community College;  
B.S., Western Governors University;

**Nigeria Bell***Counseling*

B.A., University of Washington; M.A.,  
Pacific Lutheran University; M.Ed.,  
Arizona State University

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College

**Shea Bower***Diagnostic Medical Sonography*

A.A.S., Tacoma Community College;  
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University

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**Brandon Censon***RRT-NPS Respiratory Therapy*

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**Andrea Childers***Radiologic Science*

A.A.S., Moraine Valley Community  
College

**Andrew S. Cho, Ph.D.***Sociology*

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Washington

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B.A., Whitman College; M.Ed., Seattle  
University

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MCCCW*

A.T.A., Olympic College-Bremerton

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B.A., St. Thomas University; M.A.,  
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University of Ottawa

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Sch. of Psych.

**Heather N. Cushman, Ph.D.***Biology*

B.S., University of Michigan; Ph.D.,  
University of Minnesota

**Kenneth Cushman, Ph.D.***Biology*

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Oregon Health & Science University

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University of Washington

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University

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**Lia L. Felizardo***Diagnostic Medical Sonography*

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