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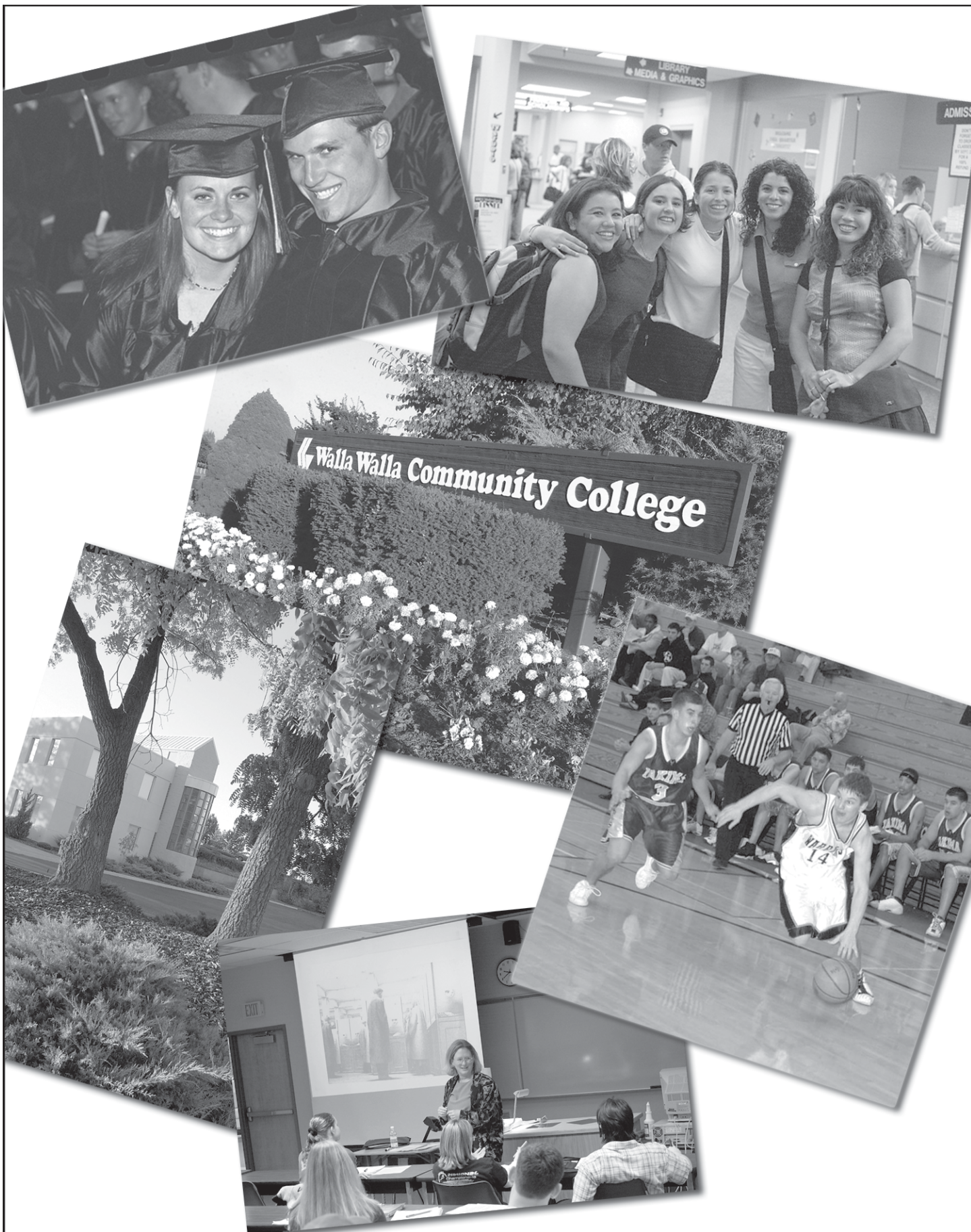
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Office of the President

Walla Walla Community College
500 Tausick Way
Walla Walla, WA 99362-9267
509.522.2500



As you pursue your education, aim high! You now have the opportunity to realize your potential. Educational attainment opens doors and will be a primary determinant of the quality of your life. It is important that you set realistic goals and challenge yourself every day to achieve them. Remember, your educational success is our business. We care and we are here to help.

Helping students succeed is at the heart of what we do at Walla Walla Community College. Whether you are brushing up on basic skills, acquiring professional or technical proficiencies for the workforce, earning an associate degree before transferring to a four-year institution, or taking classes for the sheer enjoyment of learning, Walla Walla Community College can make it happen for you.

Our instructors and professional support staff will help you reach your potential through academic advising and career path planning. Our broad range of classes will stimulate and challenge you. And, our college community offers exceptional extracurricular programs such as drama, athletics, music, art, and multicultural activities to enhance your collegiate experience.

Walla Walla Community College is committed to making an education affordable. Grants, loans, scholarships, and on campus jobs are available through our Financial Aid Office. We encourage you to contact them to learn about how you may qualify.

This catalog is designed to answer many of your questions, but if you need additional information feel free to call the Student Development Center at 509.527.4262 or our Admissions Office at 509.527.4283. Our toll-free number is 877.992.9922 or you may visit us at our website at www.wwcc.edu

We hope Walla Walla Community College is in your future. Invest in yourself by learning more about us today.

Steven L. VanAusdle

President

Board of Trustees



Mr. Jerry Hendrickson
~ Chair ~



Mrs. Kayleen Bye



Mr. Jon McFarland



Mrs. Dora C. Reyes



Ms. Mary Grant Tompkins

Academic Calendar

	2004-2005	2005-2006 (Proposed)
Summer Quarter Dates	June 21-Aug. 5	June 20-Aug. 4
Fall Quarter Classes Start	Sept. 20, 2004	Sept. 19, 2005
Veterans' Day Holiday	Nov. 11, 2004	Nov. 11, 2005
Thanksgiving Holiday	Nov. 22-26, 2004	Nov. 21-25, 2005
Final Exams	Dec. 8-10, 2004	Dec. 7-9, 2005
Winter Quarter Classes Start	Jan. 3, 2005	Jan. 3, 2006
Martin Luther King Holiday	Jan. 17, 2005	Jan. 16, 2006
Presidents' Day Holiday	Feb. 21, 2005	Feb. 20, 2006
Final Exams	March 16-18, 2005	March 15-17, 2006
Spring Break	March 21-25, 2005	March 20-24, 2006
Spring Quarter Classes Start	March 28, 2005	March 27, 2006
Memorial Day Holiday	May 30, 2005	May 29, 2006
Final Exams	June 8-10, 2005	June 7-9, 2006
Commencement	Clarkston June 4, 2005	Clarkston June 3, 2006
	Walla Walla June 5, 2005	Walla Walla June 4, 2006

Visit Us

<http://www.wwcc.edu>
 Call us toll free at
 1.877.992.9922

THE COLLEGE

Walla Walla Community College has rapidly grown from 850 students in 1967 to a present annual enrollment of over 13,000. Located on approximately 100 acres, the Walla Walla campus has justifiably become an educational and cultural center for Southeastern Washington. Extending its facilities and programs throughout its four-county district, Walla Walla Community College's Clarkston Center, located in Clarkston, Washington, is the hub of educational activity in Asotin and Garfield counties. WWCC also provides educational programs at the Washington State Penitentiary, Coyote Ridge, and Ahtanum View correctional facilities. A wide range of coursework is also available through the distance learning program, so students may study on-line or via telecourses.

MISSION AND GOALS OF THE COLLEGE

Mission

Walla Walla Community College inspires students to discover their potential and to achieve their goals by providing diverse and challenging learning opportunities.

Goals

To accomplish this mission, our outcome goals are to:

- Encourage and support life-long learning.
- Prepare students for transfer to four-year institutions.
- Prepare students for the 21st-century work force.
- Strengthen basic skills of students.
- Serve as a leading partner in strengthening communities.

Our process goals are to:

- Embrace relevant technologies.
- Provide services that support student learning.
- Hire, develop and retain highly qualified personnel.
- Value and promote diversity and multiculturalism.
- Collaborate with public and private partners.
- Acquire and maintain high quality facilities.
- Pursue additional sources of funding.

WWCC COLLEGE-WIDE CORE ABILITIES

Walla Walla Community College strives to help students learn and prepare for a successful future by acquiring these core abilities:

- **Communication-** The ability to understand and express a concept, feeling, or experience effectively.
- **Critical Thinking** – The process of examination, evaluation, and revision of material, ideas, or data using appropriate attitudes and skills.
- **Personal and Professional Responsibility** – The attribute of developing ethical and quality standards while building one's character in integrity, civility, and respect for others.
- **Diversity/Appreciation of Differences** – The ability to understand the uniqueness of self and others, and demonstrate an openness toward diverse points of view.

- **Information/Technology** – The ability to access, evaluate, and apply information from a variety of sources, tools, and contexts, and adapt to changing technologies.
- **Lifelong Learning** – The ability to persist in acquiring knowledge, and applying skills, set and revise goals, and assume responsibility for one's own learning.

WWCC - PEOPLE

Walla Walla Community College is dedicated to serving students. That service begins with people. Our staff provides help in many areas:

- Faculty are well prepared to help students learn and reach their potential. With their advanced degrees and experience in the world of work, WWCC faculty provide high quality instruction to students throughout the college district.
- The Student Development Center provides instructional advising, career and life planning, counseling, and testing. At the same time, faculty advisors assist students through highly personalized academic advising.
- The Financial Aid Office helps students get the most benefit from financial aid sources and their own resources.
- The Admissions/Registrar functions as one office where students apply for admission to the college and register for classes. The Registrar's office maintains students' academic records and records degrees.
- Library, media, and graphics staff provide informational resources through print and non-print resources, access to electronic systems, and equipment to support instruction.
- Student support services TRIO program staff assist students in preparing for graduation and transfer to baccalaureate institutions.
- The Student Services staff and an involved faculty help students identify and become engaged in Associated Student Body clubs and activities, intercollegiate and intramural athletic events, multicultural activities, and other opportunities to develop their own interests and reach their goals.
- WorkSource staff connect with students and employers to find the right jobs for students, typically in their fields of interest.
- Information Technology staff maintain the campus information systems through support of computer labs, software, the local area network, telephones, and television system.

WWCC - FACILITIES

Walla Walla Community College is proud of its commitment to maintain high quality in all areas of service. This includes acquiring needed equipment and providing the best facilities possible. For example:

- The Technology Center provides students updated laboratories and classrooms, as well as faculty office space for student advising and academic preparation.

The College



- Classrooms and faculty offices are constructed to meet the students' needs for high-quality instruction.
- The China Pavilion, which was the Republic of China-Taiwan exhibit in the 1974 Spokane Expo World's Fair, houses the Drama Department and functions as a 210-seat theater, performing arts center, and meeting facility.
- Modern childcare facilities are conveniently located on both the Walla Walla and Clarkston campuses.
- A Conference Center is on the east end of the main building in Walla Walla.
- The Dietrich Activity Center accommodates a variety of events, including classes, concerts, convocations, athletic events, intramurals, and commencement exercises.
- The Clarkston Center provides classes in a modern building completed in 1989 and remodeled in 2000.

WALLA WALLA HISTORY AND ENVIRONMENT

The name "Walla Walla" is said to be a Native American word meaning "many waters" in reference to the numerous creeks and streams that flow through the valley between the Blue Mountains and the Columbia and Snake Rivers.

Located in the southeastern corner of Washington State, Walla Walla has been called "the Cradle of Pacific Northwest History." It is one of the oldest established communities in the Northwest, the site of the first religious and cultural institutions in the state, and the home of the oldest continuously performing symphony orchestra west of the Mississippi. Walla Walla is an important agricultural center, producing a significant portion of the nation's wheat. In the past few years, the Walla Walla Valley has become known for its high quality wines. It is the retail, medical, and professional center of Southeastern Washington.

Nestled in a setting of compelling natural beauty, Walla Walla lies at the foot of the Blue Mountains in the Walla Walla Valley. Its landscape is distinguished by its physical diversity and numerous recreational opportunities. Walla Walla's mild climate makes outdoor activities and enjoyment of its beautiful parks a year-round delight.

CLARKSTON HISTORY AND ENVIRONMENT

The Clarkston Center is located on the Snake River, 100 miles northeast of Walla Walla in Clarkston, Washington. Named after William Clark of the Lewis and Clark Expedition of 1804-06, Clarkston offers many historic sites and recreational opportunities to residents and visitors. The Clarkston-Lewiston valley offers dramatic scenery with steep cliffs and rushing rivers that attract people who enjoy the outdoors. Water sports, fishing, boating, hunting, and hiking, as well as artistic and cultural events are local attractions.



ADMISSIONS & REGISTRATION

Walla Walla Community College is an open-door higher education institution. It accepts all qualified individuals who are at least 18 years of age or are graduates of accredited high schools or have an equivalent certificate, e.g., the General Educational Development Certificate (GED). Applicants who are under the age of 18 at the time of application and are not high school graduates must complete the under-age Admission Policy paperwork or be participating in an enrollment option program designed for high school students such as Running Start or Alternative Education Program.

Some programs have specific admission procedures and limited space; therefore, admission to the College does not guarantee availability of all programs or courses. Please review special admission procedures in this catalog under Admission Procedures for Professional-Technical Programs and for under age 18 procedures.

ADMISSION PROCEDURES

1. Call, write, apply on-line, or drop by the Admissions Office, WWCC, 500 Tausick Way, Walla Walla, WA 99362, 509.527.4283 or 1.877.471.9292. Request an application form, financial aid information, campus visit, etc. You can also download an application form from our web site (www.wwcc.edu), complete it, and send it to the Admissions Office. If you have chosen a program of study, indicate it at this time. Residents of Garfield and Asotin counties may call or visit the Clarkston Center, at 1470 Bridge Street, Clarkston, WA 99403, 509.758.3339 or 1.888.992.1716.
2. Have an official copy of your high school transcript or GED certificate, pre-college test results and a transcript of any previous college work sent to the Walla Walla Admissions Office. All transcripts must be official and received in a sealed envelope.
3. Return your application.
4. Contact the Student Development Center in Walla Walla at 509.527.4262, concerning a placement assessment required for most new students, or 509.758.1772 in Clarkston.
5. If you are undecided about what to study, please call the Student Development Center in Walla Walla or Clarkston for an appointment at your earliest convenience. Professional assistance is available to help you.
6. After WWCC receives your application, you will receive an acceptance letter from the College. If you applied to the college but do not hear from us or you wish to inquire about your status, please contact the Admissions Office.
7. Students with disabilities who need special accommodations should contact the Disabilities Coordinator at 509.527.4262 in Walla Walla or 509.758.1718 in Clarkston.

PROFESSIONAL-TECHNICAL PROGRAMS REQUIRING SPECIAL ADMISSION

Admission to the following professional-technical programs requires an instructor interview. To hold a spot on the waiting list, students must pay a \$25 deposit to the Walla Walla Business Office that is applied to tuition upon registration. A copy of the receipt must be submitted to the program instructor.

Auto Body Repair Technology
Auto Mechanics Technology
Carpentry
Enology & Viticulture
Farrier Science
Precision Machining Technology
Refrigeration and Air Conditioning
Turf Equipment Service Technician
Turf Management
Water Management
Welding

ADMISSION POLICIES AND PROCEDURES FOR INTERNATIONAL STUDENTS

International students must complete the application process in time for a final acceptance (I-20) to be entered in the INS electronic system approximately 30 days prior to the beginning of classes. International students are required to arrive in Walla Walla or Clarkston a minimum of two weeks prior to the beginning of classes. Immigration and Naturalization Service will be notified if the student does not enroll in classes.

International students traveling abroad on vacation must have the registrar sign permission. F 1 Visa students are not able to work off-campus. All students must notify Admissions within 10 days of changing address.

Application Procedure:

1. Submit an application for admission.
2. Have official transcripts of secondary and postsecondary academic work translated into English and sent directly to the Admissions Office. Call for acceptable translation services.
3. Submit an affidavit of financial support to verify that sufficient financial resources are available to cover educational, travel, and living expenses for at least one year.
4. Have an official copy of TOEFL scores sent to the Walla Walla Admissions Office. A minimum score of 500 (minimum score on computerized version of 173) is required. Students from English-speaking countries may not need to submit TOEFL scores.
5. Health and accident insurance is required. Students not having proof of coverage must enroll with an insurance carrier serving the College.

Admissions & Registration

6. Students transferring from other U.S. institutions must present a recommendation stating they are in academic good standing (2.0 g.p.a. or better) and that they would be readmitted if they were to reapply.
7. Other admission requirements may be necessary at the discretion of the director of admissions.

Probation: International students not completing 12 credits and maintaining a 2.0 g.p.a. for each of two-quarters will be reported as out-of-status (not making satisfactory progress) to the Immigration and Naturalization Service, and further enrollment will be denied.



ADMISSION OF SENIOR CITIZENS

Senior citizens (age 60 or above) may take classes at minimal cost on a space-available basis. See the quarterly class schedule for current information. Senior citizens may be interested in courses offered through the Quest Program (for those 50 years and above), at the Senior Center, or regular classes on the College campus.

UNDERAGE ADMISSION POLICY & PROCEDURES

WWCC's educational mission is focused on serving adults in an adult environment. The minimum age for admission to WWCC is 18 years of age, unless the applicant has a high school diploma or equivalent or is a participant in Running Start, WWCC Alternative Education Program, or programs designed for age-specific groups. Walla Walla Community College does not desire to replace or duplicate the functions of the K-12 school system.

Applicants under age 18 who are not in the categories specified above and wish to enroll in general college courses may request an exception to the minimum age requirements. Criteria for admission of individuals under age 18 are competency at an appropriate academic level and maturity, i.e., the ability to participate and benefit in an adult learning environment.

Documentation

Underage applicants requesting admission to the College must submit the following documents to the Student Development Center (SDC) in order to schedule an interview:

1. Completed WWCC Admissions Application and \$40 check or money order payable to WWCC (non-refundable application fee).
2. Copy of WWCC reading, writing, and math placement test results.
3. Signed release form from last school of attendance (signed by both school official and parent or guardian).
4. Copy of official transcript from last school attended.
5. Completed Request for Admission Exception Policy form.

Deadline: All documentation must be submitted no fewer than 30 days prior to the first day of the quarter.

Evaluation

The Student Development Center Official will review the documentation, interview the applicant and parent, and assess the student's ability to participate in an adult learning environment. The SDC Official will then make recommendations regarding additional conditions of enrollment and forward the student's educational plan to the Admissions Official. The Admissions Official will evaluate all information, make the determination for acceptance or denial, and notify applicant.

Enrollment

If the student is accepted, the completed application and the \$40 application fee will be processed. An advising and registration time will be scheduled with the assigned SDC advisor. Students admitted to WWCC by means of this process are subject to the same college policies, rules, and regulations as other regularly admitted students. The student's progress will be monitored by the advisor; the student may not change his/her schedule without prior advisor approval. This special admission is granted on a quarter-by-quarter basis. A student who wishes to continue taking classes must complete Step 5 under Documentation at least 30 days prior to the first day of each quarter in which s/he plans to enroll at WWCC.

REGISTRATION

Registration precedes the beginning of each quarter. Students wishing to register for credit must have an up-to-date application on file. Students not wanting credit may audit classes (maximum: up to 5 credits per quarter) without making application to the College. No record is kept of classes that are audited, although the tuition is the same as if the student were receiving credit.

Students are not allowed to attend a class unless they are officially registered for either credit or audit.

Students may register for some classes up to 2 weeks after the quarter begins, providing space is available and they get approval of the instructor(s) involved. A registration fee will be assessed. Check the quarterly class schedule or calendar for the last day to add classes.

For special accommodations for disabilities call 509.527.4262 in Walla Walla or 509.758.1718 in Clarkston.

For registration procedures and information, pick up a copy of the quarterly class schedule in the Admissions Office or call 509.527.4283 in Walla Walla or 509.758.3339 in Clarkston to request a copy be sent to you.

Admissions & Registration

WITHDRAWAL

Students finding it necessary to withdraw from a class or the College must complete an official withdrawal form and submit it to the Admissions Office. The withdrawal can be processed using web registration until the day before the quarter begins. Withdrawals can be processed at the Admissions Office throughout any drop period. See the schedule for the last day to drop. Failure to withdraw officially from classes may result in failing grades being assigned, forfeiture of any tuition and fee refund, and overpayment of veteran's benefits, financial aid, etc. Students will be responsible to refund any overpayments received. See the schedule for drop deadlines for 100% refund and 40% refund; WAOL dates differ.

EXPLANATION OF RESIDENT CLASSIFICATION

For tuition purposes, Washington State law defines "resident students" as follows:

1. Individuals who have resided in Washington for at least one year, who are independent, and who are not in the state for solely educational purposes.
2. Dependents of parents or legal guardians who are domiciled residents of Washington for at least one year prior to attendance.
3. Full-time staff members of community colleges and their spouses and dependent children who reside in Washington.



It is assumed that a person who arrives in the state and enrolls in an institution of higher education is pursuing the primary goal of education and may not qualify for resident classification.

The following conditions, which must be accomplished one year prior to reclassification, will be required evidence of having become a Washington resident:

1. Registration of all vehicles in Washington.
2. Registration to vote in Washington.
3. Valid Washington driver's license.
4. Purchase of property in Washington based on 1079 information.
5. Rent receipts from other than a dormitory at an institution of higher education.
6. Student is not receiving financial aid from another state.
7. Additional factors may include: address of selective service registration, location of organizations, memberships, etc.

The student must initiate reclassification by completing an application provided by the Admissions Office. The proof of residency is the sole responsibility of the student.

The application for reclassification must be submitted with required documentation prior to a review of a student's residency status. Reclassification cannot be applied retroactively to prior quarters.

STUDENT RESPONSIBILITY TO REGISTER UNDER PROPER CLASSIFICATION

It is the student's responsibility to register under the proper classification. If there is any question regarding residency, the student (prior to or at the time of registration) must discuss it with the Registrar. Verification must be provided.

Official Change of Status

Reclassification as a Nonresident

All persons classified as residents of Washington State shall be reclassified as nonresident students whenever there is a change in legal residence to another state.

If students have been erroneously classified as residents, they will be reclassified as nonresidents and be required to pay the difference between the resident and nonresident tuition and fees for those quarters in which they were erroneously classified.

Application for Reclassification

Students classified as nonresidents will retain that status until they make written application for reclassification in the form prescribed by the institution and are officially reclassified as residents of Washington State by the proper administrative officer. Students may not change their classification simply by virtue of residing in the state for twelve (12) consecutive months. Violation of the application for residency classification procedure will result in collection of the nonresident portion of the tuition and fees before transcripts are presented or the student is allowed to graduate.

Published tuition and fees may be increased and special rates eliminated by legislative or Board of Trustees action. Please see quarterly class schedule for accurate rates.

Tuition & Fees

Quarterly Tuition & Fee Schedule For 2004-2005

(Rates are subject to change)

Credit Hours	A	B	C	D	E
1	79.35	79.35	251.05	14.00	10.00
2	148.70	148.70	492.10	24.00	20.00
3	223.05	223.05	738.15	36.00	30.00
4	297.40	297.40	984.20	48.00	40.00
5	371.75	371.75	1,230.25	60.00	50.00
6	446.10	446.10	1,476.30	72.00	60.00
7	520.42	520.42	1,722.35	84.00	70.00
8	594.80	594.80	1,968.40	96.00	80.00
9	669.15	669.15	2,214.45	108.00	90.00
10	743.50	743.50	2,460.50	120.00	100.00
11	759.00	1,115.45	2,479.80	130.00	110.00
12	774.50	1,130.95	2,499.10	140.00	120.00
13	790.00	1,146.45	2,518.40	150.00	130.00
14	805.50	1,161.95	2,537.70	160.00	140.00
15	821.00	1,177.45	2,557.00	170.00	150.00
16	836.50	1,192.95	2,576.30	180.00	160.00
17	852.00	1,208.45	2,595.60	190.00	170.00
18	867.50	1,223.95	2,614.90	200.00	180.00
19	62.40	62.40	234.10	10.00	10.00

† (19+ = per credit charge)

- A — (1) Washington residents (for residency questions, see college catalog);
 (2) nonresidents who are taking classes toward high school completion; or
 (3) residents under age 19 taking classes toward high school completion, with permission only.
 (4) non U.S. citizens without visa if the Washington Higher Education residency, Affidavit/Declaration/Certification required by HB1079, is met.

Note: Individuals who are not permanent residents or U.S. citizens MAY qualify for resident tuition if they have or will have graduated from a Washington State high school, or while living in Washington, have received the equivalent of a high school diploma. A three year residency requirement must be fulfilled. Additional criteria are required. Please contact the Walla Walla Campus Admissions Office, 509.527-4283; toll free 1.877.471.9292

- B — U.S. residents, not residents of Washington State
 C — International students, or non-U.S. residents
 D — Washington residents enrolled in high school completion classes (19 years or older).
 E — Parent Education classes only

* - Facility Use Fee: \$1.00 per credit (minimum \$2.00, maximum \$10.00) included in above schedule.

Technology Fee: \$3.00 per credit (minimum \$6.00, maximum \$30.00) included in above schedule.

Matriculation Fee: \$1.00 per credit (minimum \$2.00; maximum \$10.00 included in above schedule.

† Professional-Technical students registered exclusively in required professional-technical courses for their degree will be charged \$15.00 per credit in excess of 18; other students registered for more than 18 credits, see schedule above for 19+ credits.

Reduced tuition rates available for qualified Vietnam & Persian Gulf Veterans. See Admissions Office for qualifications.

ABE, GED, ESL classes - \$25.00 per student per quarter.

OTHER REQUIRED COSTS

- Lab fees charged quarterly for science, professional-technical, computer and other classes that require laboratory learning
- Books: estimated cost - \$250 per quarter
- Other fees may be charged for specific courses
- Registration fee (See quarterly schedule)
- Fitness Fee: \$6.15 charged quarterly for specific fitness classes (see course description footnote)

OTHER INFORMATION

- For information contact Admissions at 509.527.4283 (Walla Walla) or 509.758.1708 (Clarkston).
- Senior Citizens—Classes offered specifically for senior citizens \$25.00 per credit, plus the facility use fee and any appropriate lab fees for specific classes. Seniors may also enroll in other classes on a space-available, not-for-credit, basis for \$2.50 per class, limited to two classes per quarter. The space available waiver is limited to Washington residents, age 60 and above.

NON-RESIDENT, U.S. CITIZENS

U.S. citizens from states other than Washington may enroll for a maximum of ten credits and pay resident tuition and fees. Registering for more than ten credits will require payment of the non-resident fee in addition to resident tuition. Tuition for non-resident U.S. citizens is illustrated in Column B of the quarterly tuition and fee schedule. Check the current quarterly class schedule for the most recent fee schedule.

COLLECTION OF FINANCIAL OBLIGATIONS DUE THE COLLEGE

Walla Walla Community College, an agency of the state of Washington, is required to collect all financial obligations lawfully due the College. The Business Office conducts necessary collection activities. These activities include, but are not limited to, mailed statement and demand letter, assignment of the debt, plus collection charges to collection agencies, administrative holds on academic records, and/or administrative withdrawal of privilege to attend classes.

SPECIAL FEES

Some courses have additional fees and/or deposits for materials and tool rental. A listing of additional fees and deposits will be available for review from the program advisor. These fees are subject to change.

REFUND POLICY

1. Responsibility

It is the responsibility of each student to be aware of the following refund schedules and to initiate prompt withdrawal by filling out an add/drop form at the Admissions Office. Students cannot add or drop classes using the web after classes begin. Official withdrawal and refunds are handled through the Admissions Office. Some distance learning classes have different start dates; see the quarterly course schedule for these timelines.

2. Total Withdrawal

Tuition and fees will be refunded in full if the student officially withdraws from the College prior to the sixth instructional day of the quarter for which the fees have been paid. Check the WAOL calendar for 100% refund dates.

If official withdrawal occurs on or after the sixth instructional day but within twenty calendar days from the beginning of the quarter, forty percent of the above fees will be refunded. *See the quarterly class schedule for actual dates.*

No portion of tuition and fees will be refunded after twenty calendar days from the beginning of the quarter. WAOL has no partial refund schedule.

Refunds are handled differently for special sessions, short courses, and summer quarter. See the quarterly class schedule for details.

3. Reduction of Credit Hours

Tuition and fees will be partially refunded if the student officially reduces his/her credit-hour load prior to the sixth instructional day of the quarter for which the fees have been paid. The refund will be based upon the credit hours remaining on the student's schedule.

No portion of the fees will be refunded for a partial withdrawal on or after the sixth day.

Refund checks will be processed in the Business Office and mailed within approximately three weeks to the address

given by the withdrawing student.

A student who withdraws or reduces his/her credit-hour load and has received any form of financial aid will be required to have the refund credited to the appropriate financial aid account.

4. Increase in Credit Hours

Tuition and fees will be recalculated for every increase in credits. The tuition/fee payment in full is due to the Business Office on the same day the change is made at the Admissions Office. To pay by credit card, call 509.527.4204 or 4208, or pay by credit card on the web.



STUDENT INSURANCE

Low cost student insurance is available through the Business Office. Students may purchase an accident-only policy or an accident and sickness policy within the first 10 days of each quarter. Most professional-technical students are required to purchase at least the accident-only plan or sign a waiver of liability. The accident and sickness plans may be extended to cover a spouse and children. For further information contact the Director of Student Activities or pick up a brochure in the Business Office.

The College does not assume any financial responsibility for activities of students occurring during the course of their studies or extracurricular activities on campus.

OFFICIAL TRANSCRIPTS

Official transcripts are kept for all students who have completed admissions procedures and registered for credit. These transcripts are permanent records of the College.

Official copies will be forwarded to other institutions or individuals upon the student's written request to the Admissions Office. Student identification number and signature are required for all official transcript requests. A fee of \$5.00 per transcript is charged. For same day mailing, a \$15.00 fee is charged. See web admissions directions for downloading the request form.

Transcript services are withheld when a student has an outstanding financial obligation to the College.

Financial Aid



WHO CAN RECEIVE FINANCIAL AID?

The Financial Aid Office at Walla Walla Community College encourages applications from all students seeking financial assistance. Financial support for students should come from three sources: the student, the student's family, and financial aid programs. The Financial Aid Office is available to assist students eligible for specific college programs when their personal or family resources are not adequate to meet educational expenses.

SCHOLARSHIPS – WWCC FOUNDATION

The WWCC Foundation focuses on assisting Walla Walla Community College to reach the highest level of educational excellence. Since its establishment in 1982, the Foundation has encouraged gifts and administered funds from alumni, corporations, foundations, and friends of the College to support students and Walla Walla Community College in the pursuit of excellence.

Various scholarships are available to Walla Walla Community College students, and many students receive scholarships through the WWCC Foundation. Funds for these scholarships come from private corporations, the WWCC Foundation, special

endowments, individual donors, and other foundations. Assistance is awarded based on academic ability, potential to benefit, and, in some cases, financial need. Many scholarships are designed for students in specific fields of study.

The scholarship program is open to new and continuing students. Applicants must apply for admission and be accepted before being considered for any scholarship. A minimum grade point average of 3.0 is required for merit-based awards while other scholarships require a minimum 2.5 g.p.a.

Inquiries may be addressed to the Office of Financial Aid or the WWCC Foundation 509.527.4275. The Foundation Scholarship form is available on the WWCC website.

HOW MUCH DOES IT COST?

During the 2004-2005 academic year, full-time tuition and mandatory fees are estimated to cost \$2,461* for one year (15 credits per three quarters) for Washington State residents and \$3,803 for out-of-state residents. Textbooks and supplies will average about \$235-300 per quarter. Room and board, personal expenses, and transportation costs for one year will vary with the individual or family. Listed below are budgets, which represent possible cost patterns for which the College may award financial aid funds after personal or family resources are deducted.

BUDGET (9 Months)

2004-2005 School Year

	Commuter (living w/parents)	Dependent (away from home)/ Independent
Tuition & Fees*	\$ 2,461.00	\$ 2,461.00
Books & Supplies	750.00	750.00
Room & Board	2,256.00	5,784.00
Transportation	1,434.00	1,434.00
Personal Expenses	1,968.00	2,094.00
TOTAL	\$8,869.00	\$12,523.00

*Add \$1,342 for nonresident tuition.

Tuition amounts subject to legislative change.

WHAT SHOULD BE DONE FIRST?

Students seeking financial assistance must first submit a federal financial aid application (FAFSA). Paper applications may be obtained from the Financial Aid Office or high school counselors. The FAFSA application can also be submitted on-line at www.fafsa.ed.gov. The on-line application is the recommended method of submitting the FAFSA information. Questions can be addressed to the Financial Aid Office, 509.527.4301.

WHEN SHOULD THIS BE DONE?

Applications may be submitted at any time during the academic year; however, because of limited funds, the recommended application deadline for priority funding is March 1 for fall quarter enrollment. Applicants who have been admitted and have submitted all the required forms will be notified of award or denial of assistance according to the following schedule:

1. Students with completed application files in the Financial Aid Office on or before May 1 will be mailed an award notification during July.
2. Students with completed application files in the Financial Aid Office after May 1, but before June 1 will be mailed an award notification during August.
3. A complete listing of the award notification schedule for files completed after June 1 can be viewed at the WWCC Financial Aid Office website. Check the Student Kiosk on the web at www.wwcc.edu to see where you are in the process.

WHAT KINDS OF FINANCIAL AID ARE AVAILABLE?

1. Scholarships

A. General Scholarships

The Financial Aid Office disburses applications for a limited number of general scholarships. These scholarships are awarded as a result of donations by private individuals, organizations, and service clubs. Application deadlines range from February 1 to May 1. Check with the Financial Aid Office for more details.

B. Athletic Scholarships

All athletic scholarships are awarded by the head coach of each sport. (Contact the Athletic Department).

C. Activity Scholarships

2. Grants

A. Federal Pell Grant

A federal grant program designed to provide assistance to students who meet federal financial eligibility criteria.

B. Federal Supplemental Educational Opportunity Grant (SEOG)

Another federal grant program similar to the Pell Grant for students with exceptional financial need.

C. Washington State Need Grants (WSNG)

A State of Washington program intended for resident students who meet financial eligibility criteria.

D. State Tuition Waiver Program

A state of Washington program intended for resident students with a demonstrated need. Tuition or a portion of tuition is waived.

3. Loans

A. Federal Perkins Loan

(Formerly called National Direct Student Loan)

A federal loan program established to make low-interest, long-term loans to students who meet financial eligibility criteria.

B. Federal Stafford Loan

(Formerly called Guaranteed Student Loan)

Funds available through participating banks or other lending institutions. Application forms are available from the Financial Aid Office. This program also provides low-interest, long-term loans.

C. Short-Term Loans

Provided by the College for tuition and fees up to \$300 per quarter. These loans are available without interest, but they must be paid back before the end of the quarter in which they are borrowed.

4. Student Employment

A. Federal Work Study (FWS)

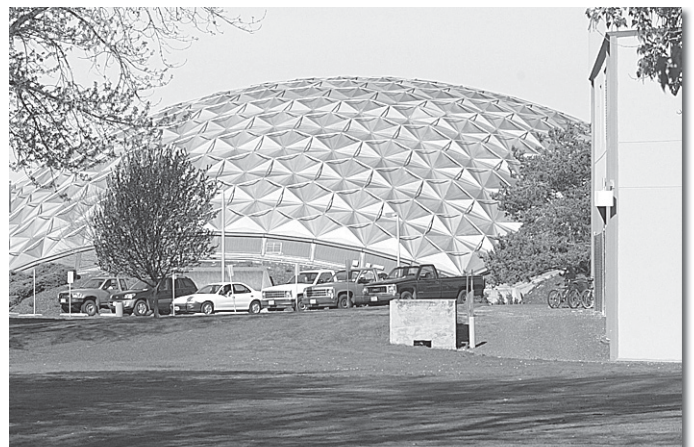
This federal employment program offers a job to financially qualified students. The student may be assigned 10 to 15 hours per week. Full-time work may be allowed during vacations and during the summer if funds are available.

B. State Work Study

This program offers employment to financially qualified students. The students are assigned to work on or off campus in a job that is related to their areas of study. Students may be assigned up to 19 hours per week, depending on eligibility. Full-time work may be allowed during vacations and summer.

C. Employment Service

Employment specialists are available at the Work Source Affiliate WWCC office in the main building. Students and job seekers can be matched with employers for both on-campus and off-campus employment. Assistance with resumes, job search skills and Internet access to labor market information (local, state, and national) is also available. Services are also provided for students enrolled through our Dislocated Worker and Worker Retraining units. Call 509.527.4279 in Walla Walla or 509.758.1711 in Clarkston for more information.



Financial Aid

WHAT IS FINANCIAL AID PROBATION?

Federal and state regulations require Walla Walla Community College to monitor the satisfactory progress of each student who receives financial aid. This is accomplished through a quarterly review by the Financial Aid Office before funds are disbursed to students.

What is Satisfactory Progress? A minimum 2.0 quarterly g.p.a. plus:

- For a full-time student (enrolled for 12 or more credits) — satisfactory completion of 12 credits.
- For a three-quarter time student (enrolled for 9-11 credits) — satisfactory completion of 9 credits.
- For a half-time student (enrolled in at least 6 credits) — satisfactory completion of 6 credits.
- Incompletes may be made up. However, if a student completes fewer than six credits, he/she will be suspended from financial assistance.



If students fall below these requirements, they will be placed on financial aid probation for the following quarter. The extent or degree of this probation will depend on the seriousness of the lack of satisfactory progress. Should lack of progress be noted during the probationary quarter, all financial aid may be withdrawn until the student is reinstated by completing the necessary credits.

If a student withdraws or ceases to attend classes, he/she may be required to repay financial aid funds received for that quarter. Financial aid, excluding work study, will be repaid by the student according to the Return to Title IV Funds Policy. A copy of this policy is available from the Financial Aid Office.



WHAT OTHER FINANCIAL AID SOURCES ARE AVAILABLE?

- Bureau of Indian Affairs – available to qualified Native Americans
- Department of Vocational Rehabilitation
- Veterans Administration
- WorkFirst – tuition and book assistance for qualified low-income working parents or TANF recipients seeking training to obtain employment.
- Worker Retraining – financial assistance to qualified dislocated workers or displaced homemakers.
- STEPP payment plan. Call the Walla Walla Business Office (509.27.4201) for more information.

For more information regarding these programs, contact the Financial Aid Office, 509.527.4301.



ADVISING AND COUNSELING

Students should consider stopping by the Student Development Center to make an appointment when facing educational, career, and personal decisions. Center hours are from 8:00 a.m. to 5:00 p.m., Monday through Friday, during the academic year, and 7:30 a.m. to 4:00 p.m. during the summer. Call 509.527.4262 (Walla Walla) or 509.758.1772 (Clarkston) for an appointment.

The center attempts to provide a place and atmosphere where persons may be able to reflect or just think aloud about their lives in a variety of areas such as choosing a career, dealing with home concerns, or simply coping with pressures. Some of the services offered to help students include:

- Transfer planning, transfer workshops and classes.
- Assisting students in their search for career information.
- Explaining tests and assessments that provide information to students regarding occupational interests, school aptitudes and academic abilities, personal values, and personality traits.
- Tutor coordination for entire campus population.
- Providing individual and group counseling.
- Assigning the appropriate program advisor.
- Online advising services with an online advisor to answer your questions using the web.
- Coordination of services and accommodations for students with disabilities and veterans.
- Helping faculty understand and meet specific needs of individual students.
- Making referrals to other agencies or professional sources when necessary.
- Coordinating group activities to accomplish certain goals such as life planning, developing communication skills, increasing human potential, and wellness issues.
- Assisting students who have been referred by College staff and community agencies.
- Answering questions related to degree requirements, college transfer information, high school completion, and GED.

Counselors and advisors are trained in listening and understanding, and discussions are kept confidential. The Student Development Center is located on the main floor of the main building at Walla Walla, and on the first floor opposite the Business Office at Clarkston.

STUDENT SUPPORT SERVICES TRIO PROGRAM

Student Support Services (SSS) is a federally funded program designed to assist over 250 eligible college students with retention, transfer, and/or graduation. Office hours are 8:00 a.m. to 5:00 p.m., Monday through Friday, during the academic year, and 7:30 a.m. to 4:00 p.m. during the summer. Call for an appointment at 509.527.4258 (Walla Walla) and 509.758.1721 (Clarkston).

SSS provides the following services to eligible students:

- College visitations and planning.
- Free tutoring services.

- Academic, personal, and career advising.
- Campus and community advocacy.
- Success planning based on an academic early warning system.
- Scholarship workshops.
- Financial aid workshops.
- Extensive transfer planning.
- Book and equipment loan library.

WWCC TUTORING SERVICES

Walla Walla Community College provides tutoring in many subject areas to students with a demonstrated need. In Walla Walla the tutoring program may be accessed by completing the tutor request form (found in the Academic Support Center), obtaining instructor approval, and returning it in the drop location in the Academic Support Center. Requests will be addressed in the order they are received, and students will be contacted via their student email account with their tutor match as soon as possible.

Individual tutoring will not be offered in math and writing as WWCC has labs providing academic support in those areas. Tutoring services are free to all students who have a demonstrated need for assistance, (currently have a C grade or lower in the



course for which they are requesting tutoring). Students must be attending class regularly, as this program is not designed to take the place of regular classroom instruction.

There is an exception to the instructor approval requirement for TRIO Student Support Services students.

WWCC also has lab settings in math, writing, and computers. All students are welcome to use the labs listed below:

- Computer Labs - located in Rooms 1121 and 220 in Walla Walla & 117A in Clarkston, staffed with student lab monitors.
- Math Lab - located in Academic Support center on second floor of the main building in Walla Walla, staffed with a math instructor and student tutors. Clarkston students should inquire at the library for assistance.
- Writing Center - located in Academic Support center on second floor of main building in Walla Walla, staffed with writing instructor and student tutors.

Student Services

MULTICULTURAL SERVICES

Walla Walla Community College is committed to the success of students of color and other under-represented groups. The Vice President of Student Services and the Multicultural Coordinator ensure the College's support for all students through the development and implementation of programs to enhance their academic, cultural, and social support. Advising, cultural events, orientation, and leadership training are a few of the services provided for students by staff involved in multicultural education.

In addition, the Office of Multicultural Services attempts to expand the cultural awareness and appreciation of cultural and racial diversity within the College and the Walla Walla community. Multicultural awareness provides positive steps that affect people on a daily basis and are necessary for racial and cultural acceptance. Whether personal, academic, or community related, the goal of Multicultural Services is to help students and staff successfully cope with the challenges of daily living. Call 527.4440 for more information.

PLACEMENT SERVICES (PART-TIME JOBS)

Job specialists are available at the WorkSource Affiliate Walla Walla office in the Main Building to assist students and the public with job placement and referral for campus jobs and job listings in the community. Assistance with resumé development, job seeking skills and access to local, state, and national labor market information is also provided. Services are also provided for dislocated workers and Worker Retraining students. The phone number of the Work Source office is 509.527.4279. In Clarkston call 509.758.1701.

COOPERATIVE EDUCATION

The College provides a comprehensive cooperative education program for students interested in professional-technical programs. Students are placed in jobs and enrolled in related classroom instruction. Credits are awarded and students are paid. Students refine work ethics and explore future career interests. A work environment offers opportunities to acquire technical knowledge, current practices, experience, and career clarification. For more information contact the Workforce Education Center, 509. 527.1860 (Walla Walla) and 509.758.1711 (Clarkston).

DISABLED STUDENT SERVICES

This office provides support to integrate qualified students with disabilities into the campus community to maximize their independence and educational experience. Students with disabilities must identify themselves to receive services by contacting the office of the Disabilities Coordinator. Call 509.527.4262 on the Walla Walla Campus and 509.758.1718 on the Clarkston campus to schedule an appointment.

Appropriate accommodations at Walla Walla Community College are based on documentation students provide from qualified professionals.

SAMPLES OF SERVICES :

Academic

- Note taking
- ASB Tutoring
- Photocopying of notes and handouts
- Special testing arrangements
- Tape recording lectures

Advising and Referral

- Academic
- Vocational
- Financial aid
- Personal
- Priority registration
- Career exploration

Accessibility

- Restrooms
- Telephones
- Facilities
- Parking
- Elevators

Information

- Campus orientation
- College community referrals

Special Equipment

- Cassette recorders
- Scanners
- TDD telephone services
- LPDOS program for sight impaired
- Other equipment as needed
- Computers
- Text enlarger
- Phonic FM transmitters & receivers
- Voice activated word processing
- JAWS screen reader

Transportation

- City bus system
- Walla Walla Valley Transit van for handicapped Dial-A-Ride

PROCEDURES FOR OBTAINING DISABILITY ACCOMMODATIONS

1. A student must make a direct contact with the Disabilities Coordinator in order to start the procedure to request documentation of the disability prior to receiving accommodations.
2. Students will provide necessary medical and diagnostic information from qualified professionals to support their requests for accommodations.
3. An individualized accommodation list is prepared, based on the documentation that is appropriate to the nature and extent of the student's disability. The nature of disability will be confidential and on a need-to-know basis.
4. The accommodations will be implemented when presented to the instructors.

Walla Walla Community College will make every effort to provide appropriate accommodations to suit individual needs of qualified disabled students, given sufficient notice prior to the event or class.

TESTING SERVICE

Tests relating to interest, abilities, personality, and special aptitudes are administered and interpreted by professional personnel in the Student Development Center. These tests are specifically selected to fit the needs of the individual. Most tests are free to WWCC students. Call 509.527.4262 (Walla Walla) or 509.758.1772 (Clarkston) for more information.

PLACEMENT TESTING

Prior to registering for classes, students will be asked to take a placement assessment. The purpose of the assessment test is to assist advisors in placing students in courses according to individual abilities. Contact the Student Development Center to schedule an appointment at 509.527.4262 (Walla Walla) or 509.758.1772 (Clarkston).

GED TEST ADMINISTRATION

Walla Walla Community College is an official GED (General Educational Development) center for administering GED tests in Walla Walla and Clarkston.

The GED testing service is available in English and Spanish to persons 19 years and older or to persons 16 to 18 years who are released by their local high schools. After passing the GED test, the student receives a certificate from the state of Washington. Acquiring a certificate shows that the person has knowledge in the tested areas. The certificate is not the same as earning a high school diploma nor is it an assurance of admission to all colleges or of getting a job. The certificate is accepted for admittance to Walla Walla Community College.

The GED service is administered by the testing staff of the Student Development Center at 509.527.4262 (Walla Walla). Individuals must pay the GED testing fee prior to taking the exam. There is also a fee for retakes. GED service is also available at the Clarkston Center at 509.758.1707.

AMERICAN COLLEGE TESTING PROGRAM (ACT)

Walla Walla Community College is an official testing center for the ACT program. ACT test scores may be required in order to transfer to some four-year colleges and universities. The ACT tests are given during February, June, September and October. Further information can be obtained from the Walla Walla campus Student Development Center. Testing fees vary and are payable to ACT prior to the examination day. The College is also an ACT-CLEP testing center. CLEP is a widely accepted college level credit-by-exam program.

HOUSING

Walla Walla Community College does not have on-campus housing or a housing director. However, the Student Development Center has compiled a list of local Walla Walla apartment complexes and various housing opportunities (i.e., roommates, rooms in private homes, etc.) Students are encouraged to begin their housing search four to six weeks before beginning school, and to examine the housing possibilities in person.

Any further questions may be directed to: 509.527.4262 or 509.527.1864

FOOD SERVICE

Breakfast and lunch are prepared and served in Walla Walla by the College cafeteria staff and the Culinary Arts students on weekdays between 7:00 a.m. and 1:30 p.m. Fast food items and snacks are also available at these times. Students and college staff may purchase meal tickets in amounts of \$50, \$25, or \$15 at the Business Office. The Bookstore also offers a limited number of food items and snacks.

TRANSPORTATION

The Walla Walla Valley Transit bus system serves the Walla Walla campus, providing transportation from many locations throughout the city. Clarkston also has a transit service.

TRANSFER CENTER

The Transfer Center is located within the Student Development Center in the Main Building in Walla Walla and provides transfer advising on a daily basis from 8:00 a.m. to 4:00 p.m. However, students should make an appointment for one-on-one assistance with transfer information. College handbooks, software, and guides help students in developing transfer plans. The Transfer Center also presents workshops and courses throughout the year for students and faculty advisors. Online advising and transfer information are also available. Call 527.4262 for more information in Walla Walla.

STUDENT PROGRAMS

STUDENT ACTIVITIES

Students at Walla Walla Community College are encouraged to participate in many programs and activities beyond the classroom. Events and activities are provided to assist students in pursuing a great variety of interests, often at no cost or low cost. These events also provide opportunities for the special talents of our students.

STUDENT GOVERNMENT

Interested students may participate in student government since all registered students are members of the Associated Student Body, which elects officers each year to serve the entire student body. Additionally, a large number of Student Senate positions are available for the student who seeks involvement and leadership experience.

Student Services

CLUBS AND ORGANIZATIONS

Any group of students can form a club to promote their common interests. Contact the Student Activities Coordinator for more information on clubs and organizations (527.4261, Walla Walla; 758.1718, Clarkston). The following includes clubs on both campuses:

Agricultural Technology	Vocal Music
Baseball	2nd Year Nursing
Carpentry	2nd Year Nursing (Clarkston)
Carpentry (Clarkston)	Parent Co-op
Computer Technology	Phi Beta Lambda
Cosmetology	Phi Beta Lambda (Clarkston)
Cultural Club (Clarkston)	Phi Theta Kappa
Diesel Mechanics	Phi Theta Kappa (Clarkston)
Drama	Pom Squad
Ecology	Professional Golf Management
Engineering	Refrigeration & Air Conditioning
Farrier	Rodeo
Golf	Ski Club
Intercultural Students	Sports Medicine
Intramurals	Student Art Association
Irrigation Technology	Trio
Jazz Band	Turf Equipment
John Deere 1	Turf Management
John Deere 2	V.I.C.A.
Machining	Women's Volleyball
Men's Basketball	Warriors for Christ
Men's Soccer	Women's Basketball
1st Year Nursing	Women's Softball
1st Year Nursing (Clarkston)	

PUBLICATIONS

Depending on student interest and need, the ASB produces a publication called The Warrior Weekly.

INTRAMURALS

Intramurals is an extracurricular and leisure program designed for students and employees at the Walla Walla Campus. Programming reflects a broad spectrum of activities in order to meet the recreational needs and interests of all populations on campus. Program offerings vary from quarter to quarter, with flexibility to accommodate special interests within the student population. Information bulletin boards are located throughout the campus and in the Dietrich Center. The objective of the intramural program is to provide activities and outlets to accommodate the rich diversity of the student population at Walla Walla Community College. Input from students and staff is always welcome.

The Intramural schedule is accessible from the school homepage at: www.wallawalla.cc

Fall Activities :

Flag Football
Ultimate Frisbee
Table Tennis

Winter Activities:

Men's Basketball
Co-Ed Basketball
Floor Hockey
Racquetball
Indoor Soccer
Skiing

Spring Activities:

Co-Ed Softball
Co-Ed Indoor Volleyball
Beach Volleyball Tourney
Tennis Tournament
6-a-side Soccer

Clarkston students should call 509.758.1726 for information about activities through their sports club.

Office Information

John Charman
Director of Intramurals
Dietrich Center 2nd Floor
Tel: 509.527.4311
Email: john.charman@wwcc.ctc.edu

INTERCOLLEGIATE ATHLETICS

WWCC is a member of the Northwest Athletic Association of Community Colleges and the National Intercollegiate Rodeo Association, fielding a variety of men's and women's teams. Women may compete in volleyball, soccer, basketball, golf, and softball. Men may compete in basketball, baseball, soccer, and golf. Additionally, WWCC has highly successful men's and women's rodeo teams that compete throughout the Northwest.

BOOKSTORE

In Walla Walla, the Bookstore is located in the main building and is open daily from 7:30 a.m. to 4:30 p.m., Monday through Friday, with extended hours the first two evenings of each quarter. In Clarkston, the Bookstore is located in the Business Office and is open from 8:00 a.m. to 7:30 p.m., Monday through Wednesday, and from 8:00 a.m. to 4:30 p.m. on Thursdays and Fridays. Summer hours may vary. For more information, call 509.527.4255 in Walla Walla, or 509.758.3339 in Clarkston.

The Bookstore offers many services to the students of Walla Walla Community College. All required texts are available, as well as a large selection of paperback books for general reading. Special books and items can be ordered on request. A variety of school supplies, snack items, greeting cards, gift items, and clothing may also be purchased. Textbook buy-back is offered at the end of each quarter. The Warrior Espresso Bar and Post Office Substation are located in the Bookstore on the Walla Walla campus.

ON-CAMPUS CHILDCARE

The childcare center is open weekdays for children from one to six years old. Hours and costs within the operating day are flexible to accommodate varying schedules. For more information, call 509.527-4544 on the Walla Walla campus and 509.758.1779 in Clarkston.



THE EDUCATIONAL SYSTEM

Education at Walla Walla Community College is designed to inspire students to discover their potential and to achieve their goals by providing diverse and challenging learning opportunities.

QUARTERS

The College year (September to June) is divided into three quarters (fall, winter, spring) of approximately eleven weeks each. Most courses at Walla Walla Community College are offered for one quarter, and each quarter a full range of courses is available. A summer session is offered in June, July, and August when a



reduced number of courses are offered over a shorter, more intense time. Ordinarily, students must enter a course at the start of a quarter and plan to participate for the full quarter. However, students may enter certain continuously-enrolling classes at any time during the quarter with permission of the instructor. Check with the Admissions Office to add these classes.

CREDIT HOURS

Different courses offer different amounts of credit. Usually, the amount of credit for a course is the same as the number of hours the class meets each week. For example, a course meeting for one class hour three days a week equals three credit hours. There are some exceptions: laboratory sessions/nursing practicums meet two hours for one credit, and in-class time requirements of a course are not always directly reflected in the number of credits offered. The number of credits for each course is listed with the course description in the college catalog and in the quarterly class schedule. Credit hours provide an indication of the time demands of a course when considered with appropriate out-of-class preparation and study time. They are the basis for certification of successful work completed.

CREDIT LOAD

The recommended credit load per quarter for a full-time student is 14-17 credit hours. Eighteen credit hours are considered the maximum load, and credits beyond that amount should be taken only upon the recommendation of the student's advisor or the counseling staff. Many

professional-technical programs require enrollment in a pre-determined body of classes which can exceed 18 credit hours.

FULL-TIME STUDENT STATUS

Full-time status, as well as amounts of tuition and fees, may vary for students depending on how they fund their education. Enrolling in a minimum number of credits for funding will extend the total amount of time required for a degree and may not be the most efficient use of a student's time and money.

Veterans	12 Credit Hours
Running Start, AEP students, high school diploma	15 Credit Hours
All other students	12 Credit Hours
Veterans—summer session	7 Credit Hours

TRANSFERRING CREDIT TO WWCC

Walla Walla Community College recognizes academic credits earned at other regionally accredited institutions with grades of D (1.0) or better, provided they are essentially equivalent in academic level and nature to work offered at WWCC. Walla Walla Community College subscribes to the statewide Policy on Inter-College Transfer and Articulation Among Washington Colleges and Universities endorsed by all the public and most private colleges and universities of Washington. For more detailed information, contact the Admissions Office or see the section of this catalog entitled "Transfer To a Four-Year College or University." To have your credits evaluated, complete a WWCC admissions form and have your previous college(s) send an official transcript to the WWCC Admissions Office. Fill out the Transcript Evaluation Form and submit it to Admissions.

COURSE NUMBERS AND TRANSFER OF CREDIT

Courses numbered 100 and above are generally accepted as college-level course work for transfer by other institutions. Courses numbered 1 through 99 (in some cases 100) may be accepted by institutions offering similar courses, but their transferability should not be assumed. Since courses numbered below 100 are not considered college-level, most do not count toward a college degree but may be necessary to progress through course work. Students planning to transfer to a particular institution should plan their program of study in accordance with the requirements of that institution.

NON-CREDIT (AUDIT) STATUS

A student may choose to enroll in one or more courses on a non-credit (audit) basis, which means that the student may not be required to complete assignments or examinations for the course and will not receive a grade. A course taken for no credit may be repeated in any subsequent quarter for credit. Changes from non-credit to credit or the reverse must be made during the add/drop period in the quarter in which the student is enrolled and must be approved by the instructor. Non-credit students pay standard tuition and fees. Audited courses do not appear on transcripts.

Academic Information

REQUISITE/CO-REQUISITE REQUIREMENTS

Students may be required to complete requisite coursework at a minimum level of performance, demonstrate certain proficiencies, or be concurrently registered in two or more courses before they can attend a particular class. Examples: a student must get a grade of “C-” or better in MATH 065 to continue to MATH 095. A student in an English class might be required to be registered for a reading class during the same quarter.

Students who register for classes in which they have not met requisite or co-requisite requirements will be administratively withdrawn. When requisites are recommended and not required, students not meeting the requisites should visit with the instructor(s) involved before registering.

NON-TRADITIONAL CREDIT PROGRAMS

Walla Walla Community College makes every effort to meet the educational needs of all people who are interested in attending the College. Non-traditional credit programs offer equality of opportunity, encourage individual development, and allow advanced placement.

COLLEGE LEVEL EXAMINATION PROGRAM (CLEP)

The College is an official CLEP test center for administering CLEP tests under contract with the College Entrance Examination Board. The tests are given on an arranged basis at the Student Development Center. To register for the tests, secure the CLEP Bulletin for Candidates and complete the registration form in the bulletin. Variable testing fees are charged by CLEP, depending on the kind and number of tests administered. Credits earned through CLEP testing will be entered on the WWCC transcript. Students planning to transfer should check on the transferability and credit limit of CLEP credits at the transfer college or university.

ADVANCED PLACEMENT

Advanced Placement scores of 3 or higher will be recognized for credit when they can be applied to a stated educational objective. Official test results should be sent to the Student Development Testing Center or Admissions Office at the Walla Walla Campus.

DANTES

Dantes scores on the 50th percentile or higher will be recognized for credit when they can be applied to a stated educational objective.

CREDIT BY EXAMINATION—CHALLENGE

Credit by challenge is possible in selected courses if the student has prior educational experience paralleling the skill or knowledge required to complete the course. Students must contact a full-time instructor in the department offering the course to be challenged for an evaluation of the past educational experience and preliminary approval to petition for credit by examination.

When “challenging a course,” a student may earn credit by registering for the course, passing a comprehensive examination, and/or completing special projects required by the instructor. The student must secure a “Petition for Credit by Examination” form in the Admissions Office. Standard tuition and fees will be charged.

Students will not be given credit for challenges in courses that are prerequisites to or below the level of coursework they have already successfully passed.

Ordinarily, students will not be allowed to challenge more than one course per quarter. Exceptions must be approved by the Vice President of Instruction.

MAXIMUM CREDIT BY EXAMINATION

A maximum of 45 credits may be earned through credit by examination. Students planning to transfer should check on the number of credits earned through examination that the receiving institution will accept.

GRADING POLICY

GRADES AND GRADE REPORTING

The WWCC grading system provides a permanent record of grade evaluations which reflect the student's course achievement.

The following grades are used:

Outstanding Achievement

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

High Achievement

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

Average Achievement

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

Minimum Achievement

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

Unsatisfactory Achievement

- F 0.0 points per credit hour

Grades not included in g.p.a. calculation

- I Incomplete (see description below).
- N Audit—course not taken for credit (does not appear on transcript).
- P Passing (Used for short courses, workshops and where deemed appropriate by the Vice President of Instruction).
- W Withdrawal (see description below).

- Y In progress (not a final grade). Used in courses that allow enrollment on a continuous basis during the quarter. Students who enter such courses after the quarter has begun and need additional time to complete course requirements may be given time in the subsequent quarter to the equivalent of a quarter. Students do not re-enroll for the time allowed in the subsequent quarter. The “Y” grade will be changed to an appropriate letter grade at the end of the equivalent quarter through the grade change process in Admissions. Students needing more than the equivalent of a quarter must be given a grade and be required to re-register for the course.
- Z No credit—student has not met minimal objectives due to extenuating circumstances (accident, illness, death in family, etc.). The faculty member initiates this grade. This grade is not computed in the grade point average and cannot be changed unless instructor error has occurred.
- M/S/U Mastery/Satisfactory/Unsatisfactory. Used in a limited number of courses where students will not have their work recorded on their transcripts.

PREREQUISITE COURSE INCOMPLETES

A student may enroll in a course that has a prerequisite course for which the student has negotiated an incomplete grade. However, the student must successfully complete the required work for the requisite course and replace the incomplete with a grade that meets the prerequisite requirement during the first three days of the subsequent quarter, or according to the requirements agreed to by the instructor and the student in the Incomplete Grade Contract. If the student does not complete the prerequisite course in the first three days of the subsequent quarter or as agreed to in the Incomplete Grade Contract, the College will withdraw the student from the current course. The contract is available in the Admissions Office.

If the incomplete is to be made up in any other than the subsequent quarter, excluding summer quarter, the student must re-register for the course. If a student does not make up the incomplete grade, the instructor will change the incomplete grade to the grade and credits agreed to in the Incomplete Grade Contract. If the instructor has not specified the grade and credits that the incomplete grade will revert to and the student does not honor the Incomplete Grade Contract, the incomplete grade will remain permanently on the student record and “0” grade points are earned.

THE WITHDRAWAL (W) GRADE

If students feel that they are improperly enrolled in a course, they should initiate withdrawal as soon as possible. See the quarterly class schedule for the last day to withdraw. Withdrawals after the 10th day of the quarter will become part of the student’s permanent transcript. Students are not eligible to receive the Withdrawal (W) grade after the last day to drop.

ADDING OR DROPPING A COURSE

A student may add a course during the first 10 days of the quarter, provided the add is approved by the instructor, student’s advisor, and a wait list doesn’t exist for the course. Lab classes that allow continuous enrollment can be added at most times with instructor permission.

A student may drop a course based on the dates in the quarterly schedule. To drop a course, the student must complete the proper forms at the Admissions Office. It is the student’s responsibility to initiate a drop. Failure to timely and officially drop a class or withdraw from school may disqualify a student from receiving a refund of tuition and fees and cause the student to receive failing grades.

REPEATING A COURSE – GRADE FORGIVENESS

A student may repeat any course for which a grade of “C-” or lower was received. When such a course is repeated, the second grade is substituted for the first grade in computing the grade point average. Both grades remain as part of the student’s permanent record.

All courses repeated for which a grade of “C” or better was earned will remain as part of the student’s record, and an average of those grades will be reflected in the cumulative grade point average.

The course must be repeated at Walla Walla Community College or the repeat will not be shown on the WWCC transcript, and the grade point average will not be recalculated.

The Admissions Office implements the grade forgiveness process automatically, usually by the third week of the following quarter.

THE INCOMPLETE (I) GRADE

The grade of “I” may be assigned only upon the request of the student and with the concurrence of the instructor. It is given to the student who is doing passing work and has completed at least two-thirds of the course when a circumstance arises that prevents normal completion. Neither lateness in completing work nor the desire to do extra work to raise a poor grade is considered an extenuating circumstance. A student must obtain an Incomplete Grade Contract from the Admissions Office and negotiate a formal agreement with the instructor specifying:

- The work done
- The work remaining to complete the course
- The time allowed to do the work that must be completed in the subsequent quarter
- The grade to be issued if the work has not been completed by the end of the subsequent quarter

If the Incomplete is to be made up in any other than the subsequent quarter, excluding summer quarter, the student must reregister for the course. If a student does not make up the Incomplete grade, the instructor will change the Incomplete grade to the grade and credits agreed to in the Incomplete Grade Contract. If the instructor has not specified the grade and credits that the Incomplete grade will revert to and the student does not honor the Incomplete Grade Contract, the Incomplete grade will remain permanently on the student record and “0” grade points are earned.

Academic Information

GRADE POINT AVERAGE (g.p.a.)

The grade point average indicates the general achievement of a student. It is calculated by multiplying the number of credit hours for a course attempted by the grade points assigned to the grade for that course, taking the sum of products calculated and dividing by the total credit hours attempted. The calculation does not include courses in which the student received grades I, Z, N, Y, W, S, M, U or P.

QUARTERLY GRADES

At the end of each quarter, grades are processed for each student enrolled for credit. Students may get their quarter grades and grades for the previous three quarters by getting an unofficial copy of their transcript at any web browser or by leaving a self-addressed and stamped envelope at the Admissions Office.

GRADE CHANGE

Once a grade has been filed with the Admissions Office, it is regarded as final. Except for the conversion of Incomplete (I) and In-Progress (Y) marks, grade changes are accepted only under restrictive circumstances. These circumstances include:

- Clerical error in transcription or recording of grade.
- Instructor error in computation.
- Decision as the result of a grievance procedure.
- Grade resulted from academic dishonesty.
- At the end of each quarter, grade reports are issued to each student enrolled for credit. If an error or omission should occur on a student's grade report, the registrar must be notified no later than the last day of the subsequent quarter; otherwise the issued grade becomes part of the student's permanent record and cannot be changed.

ACADEMIC STANDARDS POLICY

HONOR ROLL

Students eligible for the President's Honor Roll or the Dean's Honor Roll must meet the following minimum criteria:

1. Be a full-time student enrolled for 15 credits or more within a program area exclusive of remedial courses.
2. Achieve a 3.85 g.p.a. for the President's Honor Roll.
—OR—
3. Achieve a 3.50 g.p.a. for the Dean's Honor Roll.

Students with grades of I (Incomplete), Y (In-Progress), Z (No Credit), or an F are not eligible for honor roll recognition.

ACADEMIC WARNING, PROBATION, SUSPENSION

The academic warning and suspension policy is intended to promote successful learning. With this help, students will be alerted to potential problems in time for them to take corrective action. The following guidelines have been established to ensure that academic standards are maintained:

1. At the conclusion of each quarter, the grades of all students enrolled in that quarter will be reviewed by the Vice President of Instruction.
2. Students who have attempted twelve or more credits in the quarter and whose grade point average (g.p.a.) that quarter is less than 2.0 will be notified of their situation.
3. a. The first quarter in which the grade point average is less than 2.0 will cause the students to receive an academic warning regarding the level of their academic achievement from the Vice President of Instruction.
b. If students experience two consecutive quarters of work in which the g.p.a. is less than 2.0 each quarter, they will be placed on academic probation for the following quarter of attendance.
c. When students fail to earn a 2.0 g.p.a. for three consecutive quarters, they may be suspended from attendance at the College for a period of one academic quarter (exclusive of summer). They must appear before the Academic Standards Review Board to review their situation before registering for classes.
4. Any student whose g.p.a. is under 2.0 will be referred to services provided by the College to enhance student success.
5. Students placed on academic probation or suspension may appeal to the Academic Standards Review Board for a re-assessment if they feel that unusual circumstances beyond their control contributed to their low academic achievement.
6. After academic suspension of one quarter (fall, winter, spring), a student must contact the Vice President of Instruction for a hearing before the Academic Standards Review Board for re-instatement to the College. If re-admission is allowed, the student will remain on academic probation until achieving a quarterly 2.0 g.p.a.

PLAGIARISM/CHEATING

Walla Walla Community College does not tolerate plagiarism, cheating, or any other type of academic dishonesty. Any student who cheats or plagiarizes the work of others is subject to disciplinary action as defined by the Student Code of Conduct.

1. Plagiarism is defined as the buying, borrowing, or stealing of written material for the purpose of fulfilling or partially fulfilling any assignment or task required as part of the students' program of instruction at the college. Any student who plagiarizes shall be subject to disciplinary action.
2. Any student who aids or abets the accomplishment of such activity as defined in subsection 1 above shall also be subject to disciplinary action.
3. An instructor may take reasonable action against any student who is deemed to have been guilty of plagiarism or cheating. Course of action might include but not be limited to:
 - (a) student receive warning and lowered grade;
 - (b) student receive failing grade for the course;
 - (c) student dropped from course;
 - (d) student be recommended for suspension or dismissal from the College;
 - (e) case referred to civil action.

Refer to the Student Code of Conduct for complete policy and procedures, available to all students through the Vice President of Student Services and Student Activities office.

STUDENT RECORDS

In accordance with the Family Educational Rights and Privacy Act (FERPA), Walla Walla Community College enforces guidelines concerning information about the student's permanent educational record and governs the conditions of its disclosure. Except as otherwise indicated, the College will not provide information contained in student records in response to inquiries unless the student has given consent to the College in writing. Exception will be made if knowledge of the information is necessary to protect the health or safety of the student or other individuals or disclosure is required by law. The following information may be released on a need-to-know basis as it is representative of public directory information: name, field of study, athletic information, degree and awards earned.

STUDENT ACADEMIC RESPONSIBILITIES

1. **ADVISEMENT:** Every student at Walla Walla Community College seeking to complete degree or program requirements is responsible for maintaining regular contact with a college advisor. Advisors are faculty members, college counselors, and other designated staff members. All students receiving financial aid must have a college advisor.
2. **CATALOG INFORMATION:** Every student at Walla Walla Community College is responsible for following guidelines and information provided in the WWCC catalog.
3. **COURSE REQUIREMENTS:** For each course in which they are enrolled, students at Walla Walla Community College are responsible for all instructions and requirements given by the instructor.
4. **ATTENDANCE:** Regular attendance in classes is strongly recommended to ensure the successful completion of coursework. Individual instructors may require class attendance. Excused absences may be permitted at the discretion of the instructor for illness, official college activities, or personal emergencies. All coursework missed, regardless of cause, must be completed to the satisfaction of the instructor. The student is responsible for initiating procedures for make-up work. Certain professional-technical programs require a minimum of hours of instruction before a student can take a licensing examination. Students should check with their instructor(s) to make sure the required hours have been completed.

5. **EXAMINATIONS:** All examinations must be taken at the times scheduled by the instructor. A request to take a final examination at other than a scheduled time must be approved by the instructor and the Vice President of Instruction.
6. **STUDENT PROGRESS:** Students need to work toward timely completion of degrees or certificates. In response to recent legislation, WWCC will monitor students' progress



in earning college-level credits. Future legislation may require students to pay more for excess credits they accumulate as they pursue degrees or certificates. Therefore, students should see advisors and keep on track toward their intended educational goals.

7. **STUDENT RIGHTS AND RESPONSIBILITIES:** Student rights and responsibilities are published in the document Rules of Conduct and Procedures of Enforcement.

Students should contact the Student Activities Director for information regarding their rights and responsibilities while attending Walla Walla Community College. The Vice President of Student Services is available to discuss student concerns.

THE VETERAN'S RESPONSIBILITY

STANDARDS OF PROGRESS

Persons receiving Veterans' Administration benefits are subject to the following standards of progress:

1. Full-time study is a minimum of 12 credit hours per quarter.
2. Individuals cannot be certified for audit or other non-credit courses.
3. All eligible veterans must maintain a minimum grade point average to ensure continued VA support. For any quarter of study, the grade point average must be 2.0 or above. A list of all grades with their respective grade points appears in this catalog under "Grading Policy."



Academic Information

- Persons who fail to make satisfactory progress will be placed on Academic Probation. The first quarter below a 2.0 g.p.a. will cause the student to receive a warning regarding the level of their academic achievement, a Level I Probation. If a student experiences two consecutive quarters of work in which the g.p.a. is less than 2.0 (each quarter), the student will be placed on a Level II Probation.



- Persons who are placed on Academic Probation can be reinstated to regular status by earning a 2.0 g.p.a. for the probationary quarter.
- When a student fails to earn a 2.0 g.p.a. or better for three consecutive quarters, the individual will be terminated from receiving veterans' educational benefits, and the VA will be notified of the unsatisfactory progress. Every effort will be made to notify the VA within 30 days, although the monitoring process may take more than the allotted time.
- Persons who receive a grade of Incomplete (I) or In-Progress (Y) must complete an Incomplete Grade Contract with the appropriate instructor and finish the incomplete in accordance with the established policy in the Registrar's Office. If the incomplete grade is not removed by the end of the following quarter, it will be reported to the VA and will usually result in having to repay the VA a portion of the money previously received.
- Persons whose financial support has been discontinued for reasons of unsatisfactory progress will not be recertified for veterans educational benefits until satisfactory progress is maintained for the quarter in which he/she is enrolled and a conference with the veterans' clerk has been made.

RECORDS OF PROGRESS

Walla Walla Community College maintains adequate records to show the progress of each student receiving VA benefits. Specific procedures include the following:

- Records of withdrawals from any course (including dates of attendance) are filed and checked with the official schedule certified by the College for funding. Appropriate forms are submitted if funding levels are reduced or increased due to the schedule change.
- Records of re-enrollment for courses leading to degrees are checked against permanent records when a program change application is submitted. This form ensures that all eligible persons pursue courses and programs for which they are certified.



- A cumulative transcript of progress is on file in each veteran's or eligible person's folder. Progress or lack of progress is monitored each quarter when grades are submitted for final review. The courses are double-checked with the original certification to make certain persons eligible are making progress in courses approved for funding. Transcripts of previous education and training are included with the transcript evaluation forms to show credit granted for prior educational experiences.



Educational Programs & Support Services

ACADEMIC TRANSFER PROGRAM

Walla Walla Community College has course offerings in most academic areas. Transfer students, by earning an Associate in Arts Degree, can satisfy general university requirements normally taken during the freshman and sophomore years. With the assistance of an academic advisor, students can also organize their studies to satisfy the lower-division requirements of most college majors. Earning the Associate in Arts Degree will grant transfer students junior standing at all public and most private baccalaureate institutions in Washington State. However, programs or departments within a college or university may have special requirements for lower division students; it is best to consult the transfer institution's catalog to determine these requirements. The Associate in Science Degree will serve those students intending to complete the required course work for preprofessional programs at selected baccalaureate institutions.

For more information about transfer programs, contact the Academic Education Office (509.527.4212), the Student Development Center (509.527.4262) or the Transfer Center (509.527.3679) in Walla Walla and (509.758.1718 in Clarkston).

HONORS PROGRAM

The Walla Walla Community College Honors Program offers successful and highly motivated students the chance to advance both their learning and their prospects for college and career advancement through uniquely challenging course work. Honors students may work toward graduation with honors or may work only for honors in specific subject areas. Transcripts of Honors graduates announce their special achievement and list the specific courses they took for Honors credits. In the ten years since its inception, the program has served over two hundred students, many of whom have benefited from their special recognition as Honors scholars to gain superior job offers or admission and scholarship assistance at top regional colleges and universities.

Students may enroll in the Honors Program if they enter WWCC with a 3.5 high school g.p.a., or if they have earned at least 15 college credits at WWCC with a 3.5 g.p.a.

The Honors curriculum offers four different types of academic credit. Honors courses, seminars, and linking seminars bring together instructors and Honors students in limited small-enrollment courses for intense development of specific skills and concentrated study of issues and concepts. Honors modules are inserted into regular college courses; they assign the student additional work in the course and bring students and instructor together for tutorial projects.

Honors students may also participate in the Honors Club, Phi Theta Kappa, which makes field trips around the region and sponsors other social events. In the past, Honors excursions have included trips to Seattle, Vancouver, B.C., and the Ashland Shakespeare Festival in Oregon.

Interested students may contact the Honors Program Committee through the WWCC Academic Education Office (509.527.4212).

PERFORMING ARTS

Through its Academic Education programs, Walla Walla Community College provides opportunities for students interested in dance, vocal and instrumental music, fine arts such as sculpture, ceramics, painting, and drawing, and theater. Student vocal and instrumental concerts occur every quarter in addition to some performance opportunities on- and off-campus (at Walla Walla schools and Walla Walla service groups, for example.) The Drama department offers at least one full-length play each quarter. In addition, a traveling children's theater production runs throughout the year and presents its play selection during winter quarter. These performances show in the China Pavilion. The Drama and Music departments also cooperate in the production of the summer WWCC Foundation musical, which runs during July in the Fort Walla Walla amphitheater. The Dance program includes a wide range of dance styles, from beginning to advanced, choreography, and dance production, often culminating in the spring with a dance show performed, choreographed, and produced by students.

PROFESSIONAL-TECHNICAL PROGRAMS

Professional-Technical programs provide instruction in the skills required in a wide variety of jobs. Students can prepare for employment while acquiring the two-year Associate Degree in Applied Arts and Sciences and/or certification of skills. Also offered are refresher and improvement courses for students already trained. Programs are taught by skilled instructors and include individualized educational methods. They provide practical preparation for increased employment opportunities. Students should contact the Student Development Center for admission procedures.

TECH PREP

Tech Prep offers high school students at cooperating school districts the opportunity to earn Walla Walla Community College credit for selected competency-based courses completed in high school.

Tech Prep partnerships between Walla Walla Community College and high schools are based on the two-plus-two educational reform concept, which seeks to coordinate the junior and senior year in high school with the first two years of an Associate in Applied Arts and Sciences, Associate in Arts, Associate in Science, or Bachelor's degree. To earn college credits for Tech Prep Program courses students must complete a list of course competencies, present an acceptable portfolio as defined by the program, and pay the associated fees for application, registration, and transcription.

Walla Walla Community College uses the Direct Transcription system, which immediately transcribes completed Tech Prep courses. Thus, high school students may establish a WWCC transcript upon completion of their first articulated Tech Prep courses.

Educational Programs & Support Services

DEPARTMENT OF TRANSITIONAL STUDIES

The College attempts to help all students acquire the skills needed to reach their educational and occupational goals. The Department of Transitional Studies offers a variety of courses and services to help students upgrade skills in reading, writing, communicating, and mathematics. High school classes that meet Washington State graduation requirements are also offered. Instruction in the English language for non-English speakers is available daily. For more information call 509.527.4305 in Walla Walla and 509.758.1707 in Clarkston.

The following programs and courses (many of them free of charge) are offered by the Department of Transitional Studies.

PRE-COLLEGE STUDIES

Courses in reading, writing, math, study skills, spelling, and vocabulary are designed to help the student succeed in college. Students are placed in the appropriate course after being evaluated.

ADULT BASIC EDUCATION

Adult Basic Education classes serve students age 16 or older who have not completed high school (students between the ages 16 and 19 must have permission from the last high school they attended). These classes are designed to upgrade basic skills in reading, writing, math, and social studies to the eighth grade level. Students are pretested before entering. The program of study is determined individually. Instruction is offered in individualized lab settings, grouped classes, or via computers.

ADULT HIGH SCHOOL DIPLOMA

Walla Walla Community College is authorized by the state of Washington to grant the Adult High School Diploma to qualified applicants 19 years or older. Persons wanting this credential should provide the Student Development Center with records of past education and work experience. Students 19 and over are eligible for a reduced tuition that does not cover the cost of textbooks.

GED PREPARATION

This program is designed to help students pass the five GED tests in Writing Skills, Social Studies, Science, Interpreting Literature and the Arts, and Mathematics. Classes for Spanish GED are also available. The student must be 19 years of age or older or, if between the ages 16 to 19, must have a release signed by the local high school. Upon successful completion, the student will receive a Certificate of Educational Competence (High School Equivalency) from the Washington State Superintendent of Public Instruction and the Executive Director of the Washington State Board for Community and Technical Education.

ENGLISH AS A SECOND LANGUAGE

Classes in English as a second language are offered to non-English speaking students. Instruction is designed to help students acquire skills in understanding, speaking, reading, and writing English. Students are tested and placed at one of six levels according to their ability, and progress is determined individually.

TRANSICIÓN-THE BILINGUAL BICULTURAL TRANSITION PROGRAM

The Transición program is designed to provide intensive training in English proficiency, personal and cultural awareness, computer literacy, and career and employment exploration to dislocated Hispanic workers, dislocated homemakers, and other Hispanic individuals who aspire to:

- enroll in a vocational certificate or degree program which intends to lead to a living wage job with benefits,
- complete a GED in Spanish (if needed while studying English), and
- develop levels of language and cultural proficiency which provide advantage to both the Transición candidate and the prospective employer.

This ten-week, 160-hour (required), certificate program contains the following core components: orientation, personal awareness, cultural awareness, career exploration and identification, securing employment, and plan of action. Academic placement into the program will be determined by the score on a standardized test. Students may be 1) placed directly into a professional-technical program, or 2) co-enrolled in Transición and a vocational program, or 3) co-enrolled in Transición and basic skills, or 4) advised to enroll in ESL and basic skills only. For more information call 509.527.4260 or 509.527.1867

FAMILY LITERACY FOUNDATIONS/ FAMILIES THAT WORK

According to the expanded scope of the federal definition of literacy in the Workforce Investment Act, the federal definition of family literacy services means services that are of sufficient intensity in terms of hours, and of sufficient duration, to make sustainable changes in a family, and that integrate all of the four components listed below.

Family literacy is designed to assist families in balancing their roles of family member, community member, and worker and to lead them on their journey to success. These Equipped for the Future roles were established by the National Institute for Literacy. The Walla Walla Community College Families That Work program takes a holistic, fully integrated family-focused approach designed for parents and children most in need of improving their literacy skills. Food Handling, First Aid, and CPR are just a few of the competency certifications that are available. Skills students learn can be applied to their home life as well as on the job. These skills will be enhanced and developed through these four family literacy components:

- * Interactive literacy (language) activities between parents and children (Parent and Child Together (PACT) time.
- * Parents who support and extend their children's learning contribute to their children's successes both in school and in life. The parent and child together time component provides the opportunity for parents and children to interact together as a family unit.
- * Training for parents regarding how to be the primary teacher for their children and full partners in the education of their children (Parent supporting child's development.)
- * This component provides instruction on how children grow, develop, and learn to read and write; addresses issues critical to family well-being and success; connects parents with a wide array of community resources; and provides parents with opportunities to network and

Educational Programs & Support Services

develop mutual support systems with others in the program.

- * Parent literacy training (adult education) that leads to economic self-sufficiency.
- * The adult education component is designed to extend basic education skills beyond academic (reading/writing/math, GED preparation, work-focused or ESL programs. Family literacy adult education classes teach adults at all levels and abilities to think critically, solve problems, set goals, and acquire successful interpersonal skills.
- * Age appropriate education for children to prepare them for success in school and life experiences (Birth to 5, K-3).
- * The children's education component is designed to promote the growth and development of children. The educational experience may range from birth to 12th grade.

These four family literacy components are integrated throughout the program in the context of adult basic education, work, and work readiness courses. Families That Work is a tuition free program that also provides for continuation of educational and family literacy activities during college and public school breaks. Additional services and activities include home-based instruction, family events, field trips, and opportunities for community involvement.

This program is offered at both the Walla Walla main campus and the satellite campus at Clarkston. Students are administered a CASAS Appraisal, Reading for Understanding, Math Locator, Spelling, and CASAS Level assessments to determine placement upon entry. Program of study is then determined individually. Instruction is offered via lecture, lecture/lab, individual study, structured classes, learning communities, and through the use of computer technology. This is a tuition free program, which provides related instructional materials. Students may pursue the GED (high school equivalency degree) or may upgrade existing skills and abilities in preparation for further study in other college programs. Families That Work bridges students from basic skills progress to vocational and customized job skills training courses.

The Family Literacy/Families That Work (FTW) program operates year-round 20-25 hours a week. Family Literacy Master Course Outlines include: ABE Levels I-IV basic skills in reading, writing, and math; ABE Math Level II; Family Management/Parent Education; Integrated Basic Work Skills; and Educational Interview. Families That Work also provides for the continuation of educational and family activities during college and public school breaks. Families That Work is a state family literacy model that takes a holistic service delivery approach to serve the needs of eligible Temporary Assistance to Needy Families (TANF) recipients and the low-wage earner who is TANF eligible. The FTW program provides interactive literacy activities between parents and children, training for parents regarding how to be the primary teacher for their children and full partners in the education of their children, parent literacy training that leads to economic self-sufficiency, and age appropriate education to prepare children for success in school and life experiences through: Parent and Child Together (PACT) time, family-centered "fun night" activities, classroom parenting instruction, integrated basic work place skills, campus and community connections, and home visitation for role modeling and interactive age-appropriate activities.

OUTCOMES - Adult Basic Skill development in reading, writing, math, and grammar; GED subject gain and GED certificate attainment; Demonstrated increased skills in family management and parenting which leads to the development of knowledge, skills, and

attitudes necessary for balancing home and work schedules; Becoming full partners in the educational development of a parent's child(ren); Resume and portfolio development; Interview and dressing for success skill development; Increased basic technology skill development; and Individual family and academic goal achievement plans, building foundations and linkages to employment and income improvement.

For placement and enrollment in Family Literacy/Families That Work program courses, all students are required to complete an intake interview with the Family Literacy program coordinator and enrollment will be based upon WorkFirst eligibility and/or an assessment interview with the Family Literacy Program Coordinator.

WorkFirst eligibility criteria include: Participation in WorkFirst activities as a TANF (Temporary Assistance to Needy Families) recipient or low-wage earner; parent of at least one child under the age of 18; and meet Federal Poverty Level requirements based on income and family size.

Prerequisite: All students under 19 years of age must have a signed release from the last school they attended and have completed an intake and assessment interview with the Family Literacy coordinator.

AVAILABILITY: Classes are offered summer, mini/pre-fall, fall, winter and spring sessions with continuous enrollment. Students may enroll anytime throughout the year. Students enrolled in the Family Literacy program may enroll in other Adult Basic Education courses, which may include any or all of these course components - ABE Levels 001, 002, 003, 004; ABE Math II, ABE 005; ABE 013; FL 070; FL 080. Students are also informed about and enrolled in other Adult Basic Education and vocational courses that will meet their individual identified needs.

GRADING: Courses are non-graded: students earn an "S" (satisfactory), a "U" (unsatisfactory), or an "M" (mastery completion of all official GED tests), based on attendance, chapter tests, demonstrated skills and abilities, and homework.

BRIDGING: While students are participating in Family Literacy courses, they are also preparing for future vocational and academic course work by being connected to appropriate vocational/academic advisors; completing the Compass Test and Federal Financial Aid applications; and being connected to campus and community resources.

LEARNING DISABILITIES and SPECIAL NEEDS:

All curriculum, lesson plans, and classroom strategies are developed with consideration to characteristics of students with learning disabilities through learning styles (visual, auditory, and tactile/kinesthetic), and informal assessment (observations and self-report surveys/questionnaires). Course topics are imbedded within classes in which a core basic skills curriculum is keyed to the framework of Equipped for the Future (EFF) and to the Washington State Adult and Family Literacy Competencies.

To assure appropriate identification, referral, and follow-up of students with learning disabilities, special attention is made to connecting students to appropriate campus/community resources, qualified medical and diagnostic professionals, counselors, and the Walla Walla Community College Disabilities Coordinator.

Educational Programs & Support Services

HOME-BASED EDUCATIONAL SERVICES:

Home-based services facilitate uninterrupted educational progress. Educational and parenting outreach services are coordinated by a Family Services Specialist for medically fragile pregnant women, medically fragile students, mothers of newborns, parents with ill children, and parents with limiting work schedules. Age-appropriate and skill level activity modules for the children are provided through home-based assistance. Adult and family development goal setting is also a primary focus.

EXTENDED LEARNING

Extended Learning provides a wide variety of programs to fit the needs of individuals and agencies within the community. Avocational offerings, academic education, courses to develop or improve job skills, and community service classes add to the traditional college offerings. Community education coordinates programs and distance learning to provide interactive teleconferences, seminars, business, and in-service training.

CENTER FOR BUSINESS AND PROFESSIONAL DEVELOPMENT

The Center for Business and Professional Development provides quality education and training opportunities in areas of management and personnel development to businesses, agencies, organizations, and individuals in the Walla Walla Community College District. Training is provided in the form of seminars, workshops, video conferences, and online classes. They are offered at times and locations convenient for participants and/or participating organizations.

A local advisory board helps determine the needs and wishes of the community, suggests programs, and promotes and helps implement them. The demands from local businesses for customized training continue to increase. A developing trend focuses on more specialized training to meet individual business needs. Call 509.527.4582 for more information in Walla Walla.

COMMUNITY EDUCATION AND LIFELONG LEARNING

The office of Community Education and Lifelong Learning designs a wide range of avocational, cultural, educational, and social opportunities for adult lifelong learners in the community. The courses are generally self-supporting via enrollment fees paid by the participants and are not offered for credit. Classes can be offered by request if there is sufficient interest. Call 509.527.4649 in Walla Walla and 509.758.1756 in Clarkston.

ALLIED HEALTH AND SAFETY EDUCATION

This department provides a wide variety of programs. There is an effective balance of classroom instruction with a diversity of clinical hands-on experience. Allied Health professions encompass a wide variety of programs with various levels of health education and training. The department is dedicated to providing excellence in education to meet the changing needs of patients and community.

Programs include, but are not limited to, Medic First Aid, First Responder, EMT (Emergency Medical Technician), Nursing Assistant, Fundamentals of Caregiving, Phlebotomy, Chemical Dependency Counseling Courses, and Fire Science.

Safety courses and continuing health education courses for

professionals are offered on campus as well as on-site at the workplace. Allied Health & Safety work in partnership with other agencies and colleges to respond to community need. The mission of the department is to recruit, empower and align students for success while supporting and promoting the mission of WWCC. Call 509.527.4330 in Walla Walla and 509.758.1756 in Clarkston.

DISTANCE LEARNING

The Distance Learning Program is designed to help clients who are in need of post-secondary educational service but who cannot attend fixed time and fixed location classes.

It is anticipated that distance learning students will take selected courses, transfer to four-year institutions or earn certificates and professional-technical degrees via distance learning. Some on-campus students will use Distance Learning to take classes that they otherwise could not take due to schedule conflicts, and others will use Distance Learning to shorten the time they must be away from home and current employment.

As is consistent with the mission of the community college system, the Distance Learning program will serve a diverse clientele that may be seeking a single course, a certification, or



Educational Programs & Support Services

a degree for a wide variety of personal reasons. The Distance Learning program will make courses available in a variety of delivery formats that include interactive television (ITV), computer-based training (CBT), telecourses and online courses. Call 509.527.4331 in Walla Walla for more information.

EVENING COLLEGE

The College offers a comprehensive program during the late afternoons and evenings. This program is similar to the offerings during the daily schedule at the college. Since the courses at WWCC are standardized, the prerequisites, course content, credit(s), and instructional expertise are identical to the day classes. Most classes start at the beginning of each quarter, and meet regularly (either one or two sessions per week). Courses are generally offered in two blocks of time: Monday/Wednesday, 4:00 to 7:00 p.m. and 7:00 to 10:00 p.m. and Tuesday/Thursday, 4:00 to 7:00 p.m. and 7:00 to 10:00 p.m. periods.

Academic, professional-technical, and Department of Transitional Studies classes are offered during Evening College hours. These classes are offered at the Walla Walla and at Clarkston campuses. In addition, specialized community sites are used for specific offerings.

SENIORS PROGRAMS

The college provides classes of particular interest and value to seniors on a quarterly basis at the Senior Center, nursing homes, and retirement centers. Offerings are credit classes given for audit in such areas as recreation, art, language, computers, writing, and other academic pursuits.

Quest: An Institute for Learning in the Third Age provides opportunities for learning in retirement. It is an affiliate of the Elderhostel Institute Network and is one of over 260 such institutes connected to community colleges and universities throughout the U.S. and Canada. Members of Quest must be at least 50 years of age. A quarterly or annual membership fee covers the cost of a social function each quarter and allows members to take Quest classes that have been specially designed for them.

The state of Washington tuition policy (WAC 131-28-080) allows seniors to audit ongoing WWCC classes on a space-available basis for a reduced fee (maximum of two courses per quarter). All of the state supported classes for seniors, such as those at the Senior Center and through Quest, are offered on an audit basis for reduced tuition. Call 509.527.4329 in Walla Walla for more information.

SMALL BUSINESS CENTER

The Walla Walla Area Small Business Center provides business skills development counseling, training, and related technical assistance to small business owners, operators, and entrepreneurs in order to improve their potential for business success as evidenced by innovation, growth, expansion, and an ability to compete successfully in a global economic environment.

Business skills development counseling and training is designed to build the acumen necessary to identify and solve short-term problems and to develop and implement a comprehensive business strategy. Technical assistance is provided so that entrepreneurs and business owners can address critical issues impacting the effectiveness and efficiency of operations, processes, or procedures.



The Small Business Center is affiliated with the Partnership for Rural Improvement, a consortium of educational institutions, public service agencies, and citizens in Washington State. The goals of the consortium are to help communities, educational institutions, and public agencies provide community and rural services. Partners include: WSU/SBDC (Small Business Development Center); SBA (Small Business Administration); WMS (Washington Manufacturing Services); and the Port of Walla Walla.

INSTITUTE OF ENOLOGY AND VITICULTURE

The Institute is dedicated to premium wine education and training and includes a teaching winery and vineyard. The Institute was started in January 2000. The teaching winery located on the Walla Walla campus includes: a Hospitality Training Center, a certified wine laboratory, classrooms, and a full-production winery. The teaching vineyard is located at Road 'G' and Highway 12 and includes a certificated nursery and several acres of wine grape varietals that support the Institute's wine production program. In addition, it is a demonstration vineyard that includes a variety of water-application systems, trellising systems, and a wind machine.

The Institute of Enology and Viticulture offers courses with internships that lead to both a one-year Professional Certificate and Associate Degree in Enology and Viticulture. Courses are also tailored to meet the specific needs of the wine industry in the Pacific Northwest with special emphasis given to Southeastern Washington grape varieties and wines. Flexibility of the classes allows for seasonal instruction, short courses, and seminars. The Institute also offers courses in sensory evaluation, wine appreciation, consumer education, and hospitality training. For current information, interested students should contact: Myles Anderson, Director, 509.527.4264 or 509.527.5170; fax 509.527.3666; e-mail, myles.anderson@wwcc.ctc.edu.

Educational Programs & Support Services



CLARKSTON CENTER

The College maintains a center in Clarkston, Washington, serving primarily the surrounding region of Asotin and Garfield counties. Over 900 full- and part-time students are enrolled annually in the following programs:

- Associate in Arts Degree (AA)—College Transfer Program. The Associate in Arts Degree serves as the first two years of a four-year Bachelors Degree. The Clarkston Center transfers students primarily to WSU, Lewis-Clark State College, and the University of Idaho through articulation agreements.
- Associate Degree in Applied Arts and Sciences (AAAS)—Two year Professional-Technical Degree Program in specific professional-technical programs
- One-Year Professional-Technical Certificate Programs

ADULT LEARNING CENTER

Adult basic education including reading, writing, and math for adults.

ART

Art classes are provided in cooperation with the Valley Art Center in Clarkston.

BUSINESS ADMINISTRATION

Office Technology

Programs leading to careers in the following areas: bookkeeper, office assistant, and legal, medical, executive, and financial administrative assistants.

CARPENTRY

The two-year AAAS in carpentry is available at the Clarkston Center. The program concentrates primarily on residential construction, and students will experience all aspects of construction from foundation to interior finish work.

EARLY CHILDHOOD AND EDUCATIONAL SUPPORT

Classes are provided with parents and children learning together. Options include a 45-credit certificate in Child and Family Services and Associate in Arts Degree with emphasis in Early Childhood. The program prepares students for employment in preschool, primary and

secondary school settings in paraprofessional and teacher aide roles. Forty-five credit certificate AA and AAAS degree options are available.

ENGLISH AS A SECOND LANGUAGE

Offered to individuals whose native language is not English.

EXTENDED LEARNING OPPORTUNITIES

Special workshops, seminars, and short courses are offered throughout the year to meet the continuing education needs of those already employed but required to update skills necessary in their professions. Courses available include a wide variety of computer classes, first aid, flagging, nursing assistant, parenting, childcare, EMT, advanced EMT, phlebotomy, and medical lab technology.

GED PREPARATION

HIGH SCHOOL DIPLOMA

NURSING

The program is accredited by the National League for Nursing and offers:

- 1-year LPN (Licensed Practical Nurse)
- 2-year RN (Registered Nurse)
- 3 + 1 Articulation with WSU for the four-year Bachelor of Science in Nursing

Call 509.758.1702 for more information.

COUNSELING AND ADVISING

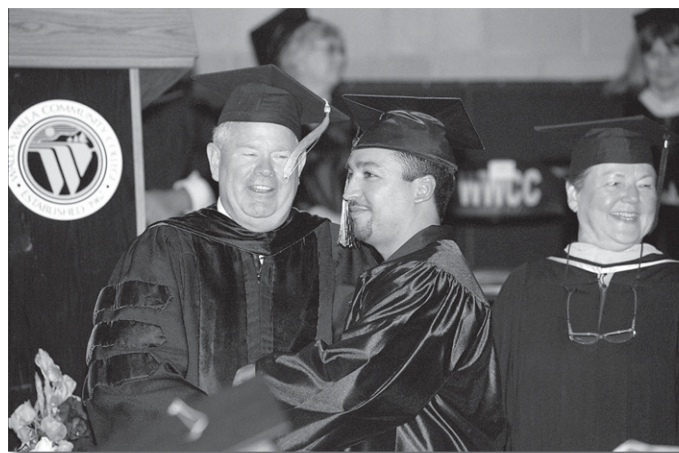
Special workshops, seminars, and short courses are offered throughout the year to meet the continuing education needs of those already employed but required to update skills necessary in their professions. Call 509.758.1772 for more information.

ON-CAMPUS CHILDCARE

The childcare center is open weekdays for children from one to six years old. Hours within the operating day are flexible to accommodate varying schedules. For more information call 509.758.1779

TUTORING

Free peer tutoring can be arranged through the Student Services Office. Call 509.758.1772 with questions.



Educational Programs & Support Services

Persons interested in knowing more about the Clarkston Center should visit the Clarkston Campus at 1470 Bridge Street, Clarkston, Washington, or call 509.758.3339 (toll-free 1.877.471.6629). Mailing address: Clarkston Center, P.O. Box 700, Clarkston, WA 99403.

WASHINGTON STATE PENITENTIARY

Walla Walla Community College provides educational programs and services to inmates of the Washington State Penitentiary, Ahtanum View Corrections Complex, and Coyote Ridge Corrections Center. Qualified inmates are eligible to apply for admission to developmental courses, as well as professional-technical programs. The College also provides student services in the areas of admissions, advisement and registration, counseling, testing, and placement.

LIBRARY SERVICES

Walla Walla Community College offers a full array of library services through the library, media lab, graphics, and media production areas.

The library and media lab, located on the second floor of the main building on the Walla Walla campus, provide services and materials in print and nonprint formats. The library collection includes approximately 42,000 volumes and 350 periodical titles. The media collection is available for on- and off-campus use. The print and nonprint collections have been selected to support the curriculum and provide materials for recreational reading and viewing. Students, faculty, and staff access media equipment for group and individualized instructional programs through audiovisual services.

A variety of computer services offer library users materials through interlibrary loans and database searches. The library is a member of the Walla Walla Area Library Network (WALNET). Library patrons may also access information through several online databases. Microfilm and copy machines are also available in the library.

Graphics and media production services are available to faculty and staff to assist in meeting the goals of the College. Graphics and media production are located in the basement of the main building. These offices are open from 7:30 a.m. to 4:30 p.m., Monday through Friday.

During the academic year, library hours are from 7:30 a.m. to 9:00 p.m., Monday through Thursday; 7:30 a.m. to 4:30 p.m., Friday; and 4:00 p.m. to 9:00 p.m., Sunday. Evening and weekend hours are not provided when classes are not in session.

The Clarkston Center library, with its growing collection of books, periodicals, and audiovisual materials, supports the curriculum at the Clarkston campus. This library is a member of the VALNet system, which links the Clarkston Center to other libraries and their collections in the Clarkston-Lewiston area. Hours are 7:30 a.m. to 9:00 p.m., Monday through Thursday; 7:30 a.m. to 4:00 p.m., Friday.

Tours of the library and instruction in the use of library resources are given to groups on request, and individual assistance is always provided.

For more information call 509.527.4293 in Walla Walla or 509.758.1714 in Clarkston.

ACADEMIC SUPPORT CENTER

On the second floor of the main building in Walla Walla is the Academic Support Center where students will find the Math Lab and the Writing Center. Hours are daily from 7:30 a.m. to 4:00 p.m. Some evening hours are usually available each quarter.

MATH LAB

Students needing assistance with math may drop in or make an appointment to work with a member of the math lab staff. All students may take advantage of math lab services that cover the range of math topics from vocational math to introductory algebra to pre-calculus to differential equations.

WRITING CENTER

The writing center staff provides assistance on writing assignments to students throughout the college. No appointment is needed to use the services of the writing center. All students—academic, professional-technical, college preparatory, continuing education—are welcome. Students may visit on a “drop-in” basis or by referral from any instructor. The writing center staff also makes presentations on a variety of composition-related topics to classes or other groups upon request.

ALTERNATIVE EDUCATION PROGRAM

The Alternative Education Program (AEP) provides a non-traditional option for selected students, ages 16 to 20, to earn a high school diploma or acquire vocational training. Students may earn both high school and college credits. For more information call 509.527.4262 in Walla Walla.

RUNNING START

The Running Start program was created by the 1990 Washington State Legislature to expand educational options for public school students. Students classified as high school juniors or seniors may apply to this program. To qualify, students must demonstrate college-level proficiency by taking the Asset-Compass assessment.

Eligible Running Start students earn high school and college credit simultaneously for college-level classes. Tuition is paid for by the high school district; the student is responsible for books and fees. For more information, call 509.527.4262 in Walla Walla or 509.758.1718 in Clarkston.

WASHINGTON STATE UNIVERSITY LEARNING CENTER

Students may access upper-division coursework through offerings, which Washington State University provides on the Walla Walla and Clarkston campuses. A complete list of third and fourth year courses can be obtained by contacting the WSU Learning Center in the main campus building at 509.529.5959.

Degrees

ASSOCIATE IN ARTS DEGREE (Direct Transfer Agreement)

This degree is designed for students planning to transfer to a baccalaureate institution with junior standing. Students pursuing this degree should plan their programs at Walla Walla Community College in accordance with the requirements of the institution to which they plan to transfer.

To earn the Associate in Arts Degree (AA), a student must complete at least 93 credit hours in college transfer courses numbered 100 or above with a minimum college-level grade point average of 2.0, and include a minimum of 63 credit hours in general education courses, as distributed below. Courses cross-listed in two subject areas can be counted for credit in only one area.

GENERAL EDUCATION REQUIREMENTS: 63 Credits

COMMUNICATION SKILLS:

At least thirteen (13) credits, including one course from each of the three course areas.

English Composition ENG 101, 104
English Composition ENG 102
Speech SPCH 101

HUMANITIES:

A minimum of fifteen (15) credits from three different subject areas, including one literature course. No more than ten (10) credits allowed from any one subject area. No more than five (5) credits allowed in modern languages at the 100 level. Up to five (5) credits can be taken from selected performing/fine arts classes.

Art ART 100, 127, 128, 129
Drama DRAM 225, 226
Modern Languages SPAN 101, 102, 103, 201, 202, 203
FREN 101, 102, 103, 201, 202, 203
History HIST 101, 102, 103, 105, 107, 109
Humanities HUM 101, 102, 103, 106, 107, 110, 201, 202
Literature LIT 111, 120, 140, 141, 142, 144, 149,
210, 212, 242, 245, 250, 251, 256, 257,
260, 261, 262, 270, 271, 277
Music MUS 101, 110
Performing/Fine Arts ART 101, 102, 103, 104, 105, 106, 130,
131, 132, 151, 152, 153, 160, 161, 162,
167, 168, 169, 260, 261, 262
DRAM 151, 152, 153, 251, 252, 253, 271,
272, 273, 290, 291, 292, 295, 296, 297
MUS 106, 107, 108, 116, 117, 118, 126,
127, 128, 161, 162, 163, 164, 206, 207,
208, 216, 217, 218, 226, 227, 228, 261,
262, 263
Philosophy PHIL 101, 103, 120, 131, 220
Women's Studies WST 251

SOCIAL SCIENCES:

A minimum of fifteen (15) credits from three different subject areas, including one course from anthropology, psychology, or

sociology. No more than ten (10) credits allowed from any one subject area.

Agriculture AGRI 222
Anthropology ANTH 101, 202
Business BA 101
Criminal Justice CJ 101, 106, 202, 206
Economics ECON 200, 201, 202/AGRI 202
Education ED 110
Geography GEOG 160, 201
History HIST 101, 102, 103, 105, 107, 109, 115,
120, 201, 202, 203, 210, 240, 250, 252,
255, 256, 280
Political Science PSCI 101, 115, 120, 222
Psychology PSY 101, 103, 111, 113, 139, 205, 206
Sociology SOC 101, 160, 201, 204, 205, 208, 220
Women's Studies WST 113, 139, 200, 220, 280

QUANTITATIVE SKILLS:

Five (5) credits.

Symbolic Reasoning or Quantitative Reasoning (5 credits) may be satisfied by completion of one of the following courses from one of the listed categories:

- a. Symbolic Logic: Philosophy 220
- b. Quantitative Reasoning: Computer Technology 131
Mathematics 107, 109, 110, 115, 121, 124, 125, 126, 201,
206, 220, 224, 238

NATURAL SCIENCES:

A minimum of fifteen (15) credits from two different subject areas, including one lab science. No more than five (5) credits in mathematics allowed. No more than ten (10) credits allowed from any one subject area.

Anatomy and Physiology BIO 210, 211, 212
Astronomy ASTR 105, 106, 110, 115, 120
Biology BIO 105, 106, 110, 120, 121, 140, 151,
160, 230
Botany BIO 152, 221
Chemistry CHEM 101, 107, 108, 109, 121, 122,
123
Ecology BIO 130
Geography GEOG 105, 170, 210, 211
Geology GEOL 101, 120, 130, 201, 210
Mathematics MATH (See Quantitative Skills + 205)
Oceanography OCE 101
Physics PHYS 110, 121, 122, 123, 201, 202, 203
Women's Studies WST 121
Zoology BIO 153, 202

ADDITIONAL REQUIREMENTS: 30 Credits

PHYSICAL EDUCATION:

Three (3) unduplicated activity courses required. A maximum of six (6) physical education activity credits will be counted toward the AA Degree. Waived for military service and by physician recommendation only.

DANCE 100-199

HPER 100-199

GENERAL ELECTIVES:

Twenty-seven (27) credits from any course numbered 100 or above may be counted toward general electives for graduation. Exception: A maximum of six (6) physical education activity credits will be counted toward the AA Degree. The College may offer quarterly courses not listed in the catalog. Consult your advisor to see if those courses are applicable to your major.

Credit will not be granted for course work that is below a level already completed that is substantially the same as credit already earned. Students may receive credit for only one of the following:

AGRI 222 or PSCI 222	HIST 102 or 107
ASTR 105 or 110	HIST 103 or 109
ASTR 106 or 115	HIST 115 or PSCI 115
ASTR 106 or 120	HIST 120 or PSCI 120
CT 121 or AGRI 108	JD 101 or JDAS 101
ECE 133 or ED 133	JD 110 or JDAS 110
ECE 137 or ED 137	JD 115 or JDAS 115
ECE 141 or ED 141	JD 135 or JDAS 135
ECE 146 or ED 146	JD 190 or JDAS 190
ECE 155 or ED 155	JD 191 or JDAS 191
ECE 160 or ED 160	JD 205 or JDAS 205
ECE 170 or ED 170	JD 220 or JDAS 220
ECE 175 or ED 175	JD 225 or JDAS 225
ECE 231 or ED 231	JD 230 or JDAS 230
ECE 232 or ED 232	JD 290 or JDAS 290
ECE 236 or ED 236	PSY 206 or CJ 206
ECE 244 or ED 244	WST 113 or PSY 113
ECE 246 or ED 246	WST 121 or BIO 121
ECE 261 or ED 261	WST 139 or PSY 139
ECON 202 or AGRI 202	WST 220 or SOC 220
GEOG 160 or SOC 160	WST 251 or LIT 251
HIST 101 or 105	WST 280 or HIST 280

IMPORTANT NOTICE:

Within the Associate in Arts Degree, 75 of the 93 credits should be fully transferable as defined by the receiving baccalaureate institution. Transfer students should plan their degrees in accordance with the requirements of the institution to which they plan to transfer. They should also be aware that colleges within universities may have admission requirements significantly higher than the 2.0 grade point average required for the AA degree and that they may look at performance in specific classes in determining a student's admission.

Selecting the appropriate courses in fulfilling the AA Degree saves students time and expense in completing the requirements

of a bachelor's degree. Courses that are considered upper division (junior-senior level) at a baccalaureate institution may need to be repeated, if taken at a community college.

Students may meet graduation requirements in the catalog current at the time of their initial enrollment, provided enrollment toward their educational objective is continuous (from quarter to quarter) during the academic years involved. Otherwise, graduation requirements will be those listed in the catalog in use at the time of graduation. A high school diploma or GED certificate should be held by a student before a degree is issued.

Students intending to transfer courses from some professional-technical programs need to consult with an advisor at the baccalaureate institution where they plan to transfer. There may be some limitations on transfer of courses from these programs:

Agriculture
Business and Management/Office Technology
Civil Engineering Technology
Criminal Justice/Corrections Professional
Family and Consumer Studies
Fire Command Administration
Nursing
Programs in Trades and Technology

RESIDENCE REQUIREMENTS:

1. A minimum of 24 credits that apply toward the degree earned at WWCC.
2. A minimum of two (2) quarters in attendance at WWCC.
3. Last 12 credits to be earned at WWCC unless waived by the Vice President of Instruction.

WRITE COURSES:

Universities may require students to complete a certain number of "W" or "Write" courses. Walla Walla Community College has identified the following courses which contain sufficient written requirements to be designated WWCC "Write" courses and will be so identified on student transcripts.

WWCC "W" (WRITE) COURSES:

BA 157, 158
CET 103, 201
HIST 105, 107, 109
HIST/PSCI 115, 120
HUM 101, 102, 103, 110
LIT—All courses
PSCI 100, 101
PSY 101, 103, 205
SOC 101, 201, 205, 208

Degrees

ASSOCIATE IN SCIENCE DEGREE (Direct Transfer Agreement)

The Associate in Science Degree, Direct Transfer Agreement (DTA), will serve students intending to complete the required coursework for preprofessional programs at selected baccalaureate institutions.

Candidates for the Associate in Science Degree are expected to complete a 93-credit program that is parallel with the first two years of a baccalaureate program at the institution to which they intend to transfer. As with the Associate in Arts Degree, a cumulative g.p.a. of 2.0 or better is required for successful completion of this degree.

Recipients of the Associate in Science Degree will have the appropriate title added to the degree, thereby defining the major emphasis of their program.

Students planning to receive the Associate in Science Degree must declare their intentions to do so at least one quarter prior to the time they expect to graduate.

Option I:

Biological Science; Chemistry; Environmental/Resource Sciences; Geology and Earth Sciences



GENERAL EDUCATION REQUIREMENTS: 78 Credits

COMMUNICATION SKILLS:

A minimum of eight (8) credits, including one course from each of the two course areas.

English Composition ENG 101, 102
Speech SPCH 101

QUANTITATIVE SKILLS:

At least fifteen (15) credits in courses at or above introductory calculus level.

Mathematics MATH 124, 125, 126, 201, 220, 224, 238

HUMANITIES AND SOCIAL SCIENCES:

At least fifteen (15) credits: a minimum of five (5) credits in humanities, a minimum of five (5) credits in social sciences, plus an additional five (5) credits in either humanities or social sciences for a total of fifteen (15) credits. No more than five (5) credits in modern languages at 100 level.

Humanities:

Art ART 100, 127, 128, 129
Drama DRAM 225, 226
Modern Languages SPAN 101, 102, 103, 201, 202, 203,
FREN 101, 102, 103, 201, 202, 203.
History HIST 101, 102, 103, 105, 107, 109
Humanities HUM 101, 102, 103, 106, 107, 110, 201,
202
Literature LIT 111, 120, 140, 141, 142, 144, 149,
210, 212, 242, 245, 250, 251, 256, 257,
260, 261, 262, 270, 271, 277
Music MUS 101, 110
Performing/Fine Arts ART 101, 102, 103, 104, 105, 106, 130,
131, 132, 151, 152, 153, 160, 161, 162,
167, 168, 169, 260, 261, 262
DRAM 151, 152, 153, 251, 252, 253,
271, 272, 273, 290, 291, 292, 295, 296,
297
MUS 106, 107, 108, 116, 117, 118, 126,
127, 128, 161, 162, 163, 164, 206, 207,
208, 216, 217, 218, 226, 227, 228, 261,
262, 263
Philosophy PHIL 101, 103, 120, 131, 220
Women's Studies WST 251

Social Sciences:

Agriculture AGRI 222
Anthropology ANTH 101, 202
Business BA 101
Criminal Justice CJ 101, 106, 202, 206
Economics ECON 200, 201, 202/AGRI 202
Education ED 110
Geography GEOG 160, 201
History HIST 101, 102, 103, 105, 107, 109, 115,
120, 201, 202, 203, 210, 240, 250, 252,
255, 256, 280
Political Science PSCI 101, 115, 120, 222
Psychology PSY 101, 103, 111, 113, 139, 205, 206
Sociology SOC 101, 160, 201, 204, 205, 208, 220
Women's Studies WST 113, 139, 200, 220, 280



NATURAL SCIENCES:

A minimum of forty (40) credits, including fifteen (15) credits of chemistry for science majors; fifteen (15) credits of biology for science majors or physics.

Additionally, a minimum of ten (10) credits in physics, geology, organic chemistry, biology or mathematics, consisting of courses normally taken by science majors, preferably in a 2 or 3 quarter sequence.

Chemistry	CHEM 121, 122, 123
Biology	BIO 151, 152, 153
Physics	PHYS 121, 122, 123, 201, 202, 203
10-15 credits from courses above not previously taken or from below:	
Astronomy	ASTR 110, 115, 120
Biology	BIO 130, 210, 211, 212
Geography	GEOG 105, 170, 210, 211
Geology	GEOL 101, 120, 130, 201
Mathematics	126, 201, 220, 224, 238

ADDITIONAL REQUIREMENTS: 15 Credits

PHYSICAL EDUCATION:

Three (3) unduplicated activity courses required. A maximum of six (6) physical education activity credits will be counted toward the AS Degree. Waived for military service and physician recommendation only.

DANCE	100-199
HPER	100-199

GENERAL ELECTIVES:

Seven (7) to twelve (12) credits from any course numbered 100 or above may be counted toward general electives for graduation. Exception: A maximum of six (6) physical education activity credits will be counted toward the AS Degree. The College may offer quarterly courses not listed in the catalog. Consult your advisor to see if those courses are applicable to your major.

Credit will not be granted for course work that is below a level already completed that is substantially the same as credit already earned. Students may receive credit for only one of the following:

AGRI 222 or PSCI 222	HIST 102 or 107
ASTR 105 or 110	HIST 103 or 109
ASTR 106 or 115	HIST 115 or PSCI 115
ASTR 106 or 120	HIST 120 or PSCI 120
CT 121 or AGRI 108	JD 101 or JDAS 101
ECE 133 or ED 133	JD 110 or JDAS 110
ECE 137 or ED 137	JD 115 or JDAS 115
ECE 141 or ED 141	JD 135 or JDAS 135
ECE 146 or ED 146	JD 190 or JDAS 190
ECE 155 or ED 155	JD 191 or JDAS 191
ECE 160 or ED 160	JD 205 or JDAS 205
ECE 170 or ED 170	JD 220 or JDAS 220
ECE 175 or ED 175	JD 225 or JDAS 225
ECE 231 or ED 231	JD 230 or JDAS 230
ECE 232 or ED 232	JD 290 or JDAS 290
ECE 236 or ED 236	PSY 206 or CJ 206
ECE 244 or ED 244	WST 113 or PSY 113
ECE 246 or ED 246	WST 121 or BIO 121
ECE 261 or ED 261	WST 139 or PSY 139
ECON 202 or AGRI 202	WST 220 or SOC 220
GEOG 160 or SOC 160	WST 251 or LIT 251
HIST 101 or 105	WST 280 or HIST 280

IMPORTANT NOTICE:

Transfer students should plan their degrees in accordance with the requirements of the institution to which they plan to transfer. They should also be aware that colleges within universities may have admission requirements significantly higher than the 2.0 grade point average required for the AS degree and that they may look at performance in specific classes in determining a student's admission.

Selecting the appropriate courses in fulfilling the AS Degree saves students time and expense in completing the requirements of a bachelor's degree. Courses that are considered upper division (junior-senior level) at a baccalaureate institution may need to be repeated, if taken at a community college.

Students may meet graduation requirements in the catalog current at the time of their initial enrollment, provided enrollment toward their educational objective is continuous (from quarter to quarter) during the academic years involved. Otherwise, graduation requirements will be those listed in the catalog in use at the time of graduation. A high school diploma or GED certificate should be held by a student before a degree is issued.

Degrees

Option II:

Engineering, Computer Science, Physics and Atmospheric Sciences

GENERAL EDUCATION REQUIREMENTS: 63 Credits

COMMUNICATION SKILLS:

At least eight (8) credits, including one course from each of the two course areas.

English Composition ENG 101, 102
Speech SPCH 101

QUANTITATIVE SKILLS:

At least fifteen (15) credits in courses at or above introductory calculus level.

Mathematics MATH 124, 125, 126, 201, 220, 224, 238

HUMANITIES AND SOCIAL SCIENCES

At least fifteen (15) credits: a minimum of five (5) credits in humanities, a minimum of five (5) credits in social sciences, plus an additional five (5) credits in either humanities or social sciences for a total of fifteen (15) credits. No more than five (5) credits are allowed in modern languages at the 100 level.

Humanities:

Art ART 100, 127, 128, 129
Drama DRAM 225, 226
Modern Languages SPAN 101, 102, 103, 201, 202, 203;
FREN 101, 102, 103, 201, 202, 203
History HIST 101, 102, 103, 105, 107, 109
Humanities HUM 101, 102, 103, 106, 107, 110, 201, 202
Literature LIT 111, 120, 140, 141, 142, 144, 149,
210, 212, 242, 245, 250, 251, 256, 257,
260, 261, 262, 270, 271, 277
Music MUS 101, 110
Performing/Fine Arts ART 101, 102, 103, 104, 105, 106, 130,
131, 132, 151, 152, 153, 160, 161, 162, 167,
168, 169, 260, 261, 262
DRAM 151, 152, 153, 251, 252, 253, 271,
272, 273, 290, 291, 292, 295, 296, 297
MUS 106, 107, 108, 116, 117, 118, 126,
127, 128, 161, 162, 163, 164, 206, 207, 208,
216, 217, 218, 226, 227, 228, 261, 262, 263
Philosophy PHIL 101, 103, 120, 131, 220
Women's Studies WST 251

Social Sciences:

Agriculture AGRI 222
Anthropology ANTH 101, 202
Business BA 101
Criminal Justice CJ 101, 106, 202, 206
Economics ECON 200, 201, 202/AGRI 202
Education ED 110
Geography GEOG 160, 201
History HIST 101, 102, 103, 105, 107, 109, 115,
120, 201, 202, 203, 210, 240, 250, 252,
255, 256, 280
Political Science PSCI 101, 115, 120, 222

Psychology PSY 101, 103, 111, 113, 139, 205, 206
Sociology SOC 101, 160, 201, 204, 205, 208, 220
Women's Studies WST 113, 139, 200, 220, 280

NATURAL SCIENCES:

A minimum of twenty (20) credits, including a sequence of fifteen (15) credits in physics (with lab); five (5) credits in chemistry (with lab for engineering majors).

Physics PHYS 121, 122, 123, 201, 202, 203
Chemistry CHEM 121

COMPUTER SCIENCE:

Five (5) credits in computer programming language (based on requirements of specific discipline at baccalaureate institution where student plans to attend)

Computer Technology CT 130, 131

ADDITIONAL REQUIREMENTS: 30 Credits

PHYSICAL EDUCATION:

Three (3) unduplicated activity courses required. A maximum of six (6) physical education activity credits will be counted toward the AS Degree. Waived for military service and physician recommendation only.

GENERAL ELECTIVES:

The remaining twenty-seven (27) credits should be planned with the help of an advisor based on the requirements of the specific discipline at the baccalaureate institution where the student plans to attend. Suggested courses could include:

Mathematics MATH 126, 201, 220, 224, 238
Chemistry CHEM 122, 123

Any course numbered 100 or above may be counted toward general electives for graduation. Exception: A maximum of six (6) physical education activity credits will be counted toward the AS Degree. The College may offer quarterly courses not listed in the catalog. Consult your advisor to see if those courses are applicable to your major.

IMPORTANT NOTICE:

Transfer students should plan their degrees in accordance with the requirements of the institution to which they plan to transfer. They should also be aware that colleges within universities may have admission requirements significantly higher than the 2.0 grade point average required for the AS degree and that they may look at performance in specific classes in determining a student's admission.

Selecting the appropriate courses in fulfilling the AS Degree saves students time and expense in completing the requirements of a bachelor's degree. Courses that are considered upper division (junior-senior level) at a baccalaureate institution may need to be repeated, if taken at a community college.

Students may meet graduation requirements in the catalog current at the time of their initial enrollment, provided enrollment toward their educational objective is continuous (from quarter to quarter) during the academic years involved. Otherwise, graduation requirements will be those listed in the catalog in use of the time of graduation. A high school diploma or GED certificate should be held by a student before a degree is issued.

Option III:

An Associate in Science Degree option also exists for students transferring to specific baccalaureate institutions where agreements exist for students who earned these degrees at WWCC:

- Associate in Science/Agriculture
- Associate in Science/Agriculture Technology and Management

Refer to program advisors and course descriptions in this catalog for current requirements.

ASSOCIATE IN APPLIED ARTS AND SCIENCES DEGREE

This Associate in Applied Arts and Sciences (AAAS) Degree is designed primarily for students planning to enter a career directly upon graduation. Requirements include the following:

- A minimum of 90 quarter credits in an approved program.
- Six quarters of instruction or the instructor's recommendation.
- Two quarters in residence at WWCC, including the quarter prior to graduation.
- A minimum of 24 quarter credits within the specified program must be taken in residence.
- A cumulative grade point average of 2.0.
- A high school diploma or GED certificate.
- A minimum of 18 credits in related instruction.
- Certain professional-technical programs require minimum proficiency levels and/or a minimum number of clock hours of attendance.
- Most professional-technical programs have program-specific requirements; see course sequences and degree requirements listed under each program.

RELATED INSTRUCTION REQUIREMENTS: 18 Credits

Additional related studies courses may be developed or approved. See a current quarterly class schedule for additional information.

Courses designated as meeting related instruction requirements for certificates and degrees are listed in each professional-technical program course sequence. These courses are listed in bold and utilize the following initials:

- W = Written Communications
- O = Oral Communications
- R = Human Relations
- J = Job Seeking Skills
- L = Leadership Development
- M = Computation

A Bachelor of Science in Technology, a 3+1 program, currently exists with Eastern Washington University for students who complete a Computer Technology or Civil Engineering Technology AAAS Degree.

WRITTEN COMMUNICATIONS:

At least three (3) credits from the following list:

ENG 100	Expository Writing
ENG 101	English Composition
BA 137	Business Communications
WRITE 100	Vocational Writing
WRITE 110	Technical Writing

ORAL COMMUNICATIONS:

At least three (3) credits from the following list:

SPCH 100	Introduction to Diction
SPCH 101	Fundamentals of Speech
OCSUP 102	Oral Communication in the Workplace

COMPUTATION:

Students should check with their advisor for the minimum level of computation required in their program. At least five (5) credits from the following list:

BA 112	Business Math
MATH	Mathematics to include Math 49, Math 50, Math 65 or higher
OCSUP 106	Applied Math I
OCSUP 108	Applied Math II

HUMAN RELATIONS:

At least three (3) credits from the following list:

BA 102	Customer Service
BA 157	Human Relations in Business
OCSUP 101	Job Psychology
PSY 101	Introduction to Psychology
PSY 111	Effective Interpersonal Relationships
IRT 192/292	Co-op Seminar I/II

JOB SEEKING SKILLS

At least three (3) credits from the following list:

AGPR 100	Orientation to Agriculture
BA 193	Business Leadership Seminar
DIT 191	Digital Imaging Portfolio
OCSUP 103	Job Seeking Skills
PSY 140	Career and Life Planning

LEADERSHIP DEVELOPMENT:

At least one (1) credit from the following list:

299	Leadership Development
BA 192	Business Leadership Seminar
DIT 191	Digital Imaging Portfolio
PSCI 125, 126, 127	Student Leadership

Transfer

CERTIFICATES AND ENDORSEMENTS

Students who complete core courses in one year of an approved professional-technical program and nine credits of related instruction may receive a certificate upon request from the student.

A Short Program Endorsement may be provided to completers of state authorized programs upon request from the student. The authorized Short Program Endorsement requires 19 credits (or fewer) and are completed in one quarter (or fewer). See the program descriptions in the catalog.

TRANSFER TO A FOUR-YEAR COLLEGE OR UNIVERSITY

INTRODUCTION

The Intercollege Relations Commission (ICRC) facilitates the transfer of students between community colleges and baccalaureate colleges and universities in the state of Washington. That commission has produced agreements that allow students to transfer from institution to institution with maximum flexibility. Several options of special interest are the direct-transfer associate degree (AA), preprofessional associate degrees, and Alternatives for the Transfer of Occupational Programs (ATOPS).



Students earning the Associate in Arts Degree and Associate in Science Degrees at WWCC are granted junior standing at most public and private baccalaureate institutions (BIs) in Washington.

While the agreements with BIs assure the transfer of credit, the admission to a particular university or university program is not assured. Each institution has separate admission criteria which can be based on grades, prerequisite course work, test scores, and other considerations.

Students who plan to transfer to a university should attend a college transfer workshop, work with a community college advisor, and make early contact with the university relative to when they might transfer.

Many universities have advisors who visit WWCC. Students are encouraged to visit with these representatives when they are on campus.

THE DIRECT TRANSFER ASSOCIATE IN ARTS DEGREE—GENERAL EDUCATION REQUIREMENTS

Students who complete the AA degree will have satisfied most of the basic science and many core requirements at the various baccalaureate institutions. This generally means AA transfer students can begin work in their major field of study as soon as they transfer, but they will still have some general undergraduate requirements to complete.

THE DIRECT TRANSFER ASSOCIATE IN SCIENCE DEGREE

Students who complete the AS degree will have satisfied most of the basic science and many core requirements at the various baccalaureate institutions. This generally means AS transfer students can begin work in their major field of study as soon as they transfer, but they will still have some general undergraduate requirements to complete.

PREPROFESSIONAL ASSOCIATE DEGREES

In some cases, the direct transfer AA degree is not the most appropriate transfer plan. Students who wish to design their transfer program to a specific department within a baccalaureate institution might find it useful to work with advisors at both the community college and the university to assure that general and special departmental requirements and prerequisites are met prior to transfer. This is particularly appropriate for engineering, business administration, and other preprofessional programs. The Associate in Science Degree may be appropriate for these students. Please consult your advisor or the Transfer Center located in the Student Development Center on the Walla Walla campus.

ALTERNATIVES FOR THE TRANSFER OF PROFESSIONAL-TECHNICAL PROGRAMS

Some colleges and universities offer special transfer arrangements for students in professional-technical programs to work toward a baccalaureate degree. Other alternatives for the transfer of professional-technical programs are being developed by individual colleges. Students should contact the admissions office at the baccalaureate institutions for specific details.

STUDENT'S RIGHT IN THE TRANSFER PROCESS

The Higher Education Coordinating Board for the State of Washington has published a "Policy on Intercollege Transfer and Articulation Among Washington Public Colleges and Universities," which spells out the student's rights in the transfer process.

This policy states, in part, "Students have the right to expect fair treatment from the public colleges and universities of Washington, both sending and receiving institutions. They have, in turn, the responsibility of seeking out current information pertaining to their educational objectives and for acquiring appropriate information when they change their academic plans. When a student changes a major or degree program, the student shall assume full responsibility for meeting the new requirements. Colleges shall make every effort to help students make transitions as smoothly as is feasible."

Accounting Technology

Faculty Advisors:

Dan Biagi	509.527.4235	dan.biagi@wwcc.edu
Frank Lyons	509.527.4234	frank.lyons@wwcc.edu
Lisa Greenville	509.758.1715 – Clarkston	lisa.greenville@wwcc.edu
Linda Lane	509.758.1724 – Clarkston	linda.lane@wwcc.edu

Industry Description: Accounting is an extensive subject with many components, such as financial accounting, tax accounting, cost accounting, and governmental accounting. Every organization, whether there is a profit motive or not, has to pay employees, file tax returns, and report to a variety of governmental agencies. This field consequently has many and varied job opportunities for persons with accounting skills. In the recent past, many people have chosen careers in computer and technology fields who would have otherwise become accountants. This shift has created a shortage of trained accountants. This trend combined with tax law changes and increased disclosure requirements, makes accounting skills a valuable asset to people in the business world.

Program Overview: The Accounting Technology program at WWCC has a broad focus that emphasizes the complete package of skills required for a successful career in accounting. Students take a variety of courses in subjects such as financial accounting, payroll accounting, tax accounting, and managerial accounting. Additional classes enhance the student's written and verbal communication skills. Students in this program also become proficient with several computer accounting systems. Most classes are offered in the lecture mode; however, some are available distance delivery. Program content and relevance are maintained with input from an advisory committee and national and state skill standard setting bodies. Department faculty has advanced degrees in their subject areas and participates in extended learning courses to remain current.

Program Options: Students can choose between two different degree options. The Associate Degree in Applied Arts and Sciences in Accounting, a technical degree, is awarded at the completion of a two-year program of study. Graduates are prepared to enter the business world in a variety of private and public accounting occupations. The Associate in Arts Degree, a transfer degree, prepares the student for continued education at a baccalaureate institution. These students will be able to complete their general education requirements before transferring and enroll in courses transferable to a four-year school.

Entrance Requirements: Students can begin their course of study in this program at any time. However, because of course sequencing and class prerequisites, it is preferable to begin in the fall quarter. Students interested in receiving an AAAS Degree in Accounting must have a high school diploma or a GED certificate. Those wishing to transfer must also take a placement test offered by the Student Development Center at Walla Walla Community College.

Other Information: Students transferring into the accounting program at WWCC should have their previous transcripts evaluated by an advisor at WWCC to determine which classes are allowed toward an accounting degree. Students who plan on transferring to a four-year school should consult a representative of that school to see which courses taken at WWCC are acceptable at the four-year school. Before entering the accounting program at WWCC, all students need to secure an advisor and become familiar with the requirements of their program and the best sequence in which to take their courses. In this regard, an ounce of prevention is worth a pound of cure. For additional program information including regional employment data, completion rates, student characteristics, and employment see <http://www.wtb.wa.gov/etp>.

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Accounting Technology

This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Please check with your advisor prior to any substitutions.

Core courses are available each quarter but must be taken in sequence. This does not apply to recommended and/or related instruction. For the current course sequence, refer to the following web site: <http://www.wwcc.edu/programs/proftech/acc/requirements.cfm>

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

- (W) - Written Communications (O) - Oral Communications
(R) - Human Relations (M) - Computation / Mathematics
(J) - Job Seeking Skills (L) - Leadership

Certificate (505C)

First Year

Quarter One	Credits
ACCT 201, Principles of Accounting I	5
BA 101, Introduction to Business	5
BA 112, Business Mathematics (M)**	5
SPCH 101, Fundamentals of Speech (O)**	3
Total Credits	18

Quarter Two

Quarter Two	Credits
ACCT 202, Principles of Accounting II	5
BA 136, Business Communications I	5
CT 121, Computer Software Principles	5
OT 125, Introduction to Word Processing	5
Total Credits	20

Quarter Three

Quarter Three	Credits
ACCT 203, Managerial Accounting	5
BA 137, Business Communications II (W)**	5
BA 217, Computer Software Applications	5
OT 218, Desktop Calculator	5
Total Credits	20
Year-One Total	58

Second Year

Quarter Four	Credits
ACCT 204, Intermediate Accounting I	5
ACCT 209, Cost Accounting	5
BA 081, Cooperative Work Experience I	2
BA 157, Human Relations in Business (R)**	5
BA 191, Business Leadership I	3
Total Credits	20

Quarter Five

Quarter Five	Credits
ACCT 205, Intermediate Accounting II	5
ACCT 216, Principles of Income Tax	5
BA 082, Cooperative Work Experience II	2
BA 192, Business Leadership II (L)**	3
Total Credits	15

Accounting

Quarter Six

Credits

ACCT 115, Computer Applications for Accounting	5
ACCT 175, Payroll Accounting	5
BA 083, Cooperative Work Experience III	2
BA 193, Business Leadership III (J)**	3
Total Credits	15
Year-Two Total	50
Total Credits	108

A certificate is available upon completion of the year one requirements. A minimum of 9 credits of related instruction is required for the certificate.

** The following courses meet the related instruction requirements of this program (one class per category required):

(W) – BA 137

(O) – OCSUP 100, SPCH 100, SPCH 101, OCSUP 102

(M) – BA 112 (L) – BA 192

(R) – BA 157 (J) – BA 193

Schedule for Certificate Completion:

Bookkeeping Certificate

A Bookkeeper will compute, classify, record, and verify numerical data in order to develop and maintain financial records. A Bookkeeper must possess computational skills and be proficient in the use of office machines and other automated office equipment.

This schedule lists courses required for certificate completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Keyboarding, OT 024, may be required for students unfamiliar with the keyboard.

Core courses are available each quarter but must be taken in sequence. This does not apply to recommended and/or related instruction. For the current course sequence, refer to the following web site: <http://www.wvcc.edu/programs/proftech/acc/requirements.cfm>

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications

(R) - Human Relations (M) - Computation / Mathematics

(J) - Job Seeking Skills (L) - Leadership

First Year

Quarter One

Credits

BA 112, Business Math (M)**	5
BA 136, Business Communications I	5
OT 122, Records Management I	5
OT 125, Introduction To Word Processing	5
Total Credits	20

Quarter Two

Credits

ACCT 201, Principles of Accounting I*	5
BA 157, Human Relations in Business (R)**	5
CT 121, Computer Software Principles	5
OT 126, Intermediate Word Processing	5
OT 218, Desktop Calculator	5
Total Credits	25

Quarter Three

Credits

ACCT 115, Integrated Computer Applications for Accounting	5
ACCT 175, Payroll Accounting	5
BA 081, Cooperative Work Experience I	2
BA 137, Business Communications II (W)**	5
BA 191, Business Leadership	3
BA 217, Computer Software Applications	5
Total Credits	25
Total Credits	70

* OT 161, Practical Accounting may be substituted for ACCT 201, Principles of Accounting.

* A minimum of 9 credits of related instruction is required for this certificate.

**The following courses meet the related instruction requirements of this program:

(W) – BA 137 (M) – BA 112 (R) – BA 157

ACCT 115 Integrated Computer Applications for Accounting 5 Credit(s)

This course covers computerized accounting systems, emphasizing various elements of an integrated general ledger package. Special attention is given to hands-on operation of a program and evaluation of related accounting software packages. Prerequisites: CT 121 and ACCT 201.

ACCT 175 Payroll Accounting 5 Credit(s)

This course provides an understanding of payroll records and numerous laws that affect operation of a payroll system. Prerequisite: OT 161 or ACCT 201.

ACCT 201 Principles of Accounting I 5 Credit(s)

This course addresses the fundamentals of accounting theory and practice, including study of the accounting cycle, use of special journals, and use of accounting in management decisions.

ACCT 202 Principles of Accounting II 5 Credit(s)

This course develops the accounting principles employed by partnerships and corporations with a heavy emphasis on the partners' and stockholders' equities. Also covers the time value of money concepts, which are used extensively throughout accounting. Prerequisite: ACCT 201.

ACCT 203 Managerial Accounting 5 Credit(s)

This course covers application of accounting concepts and techniques to managerial problems of planning and control. Accounting viewed as a management tool. Prerequisite: ACCT 202.

ACCT 204 Intermediate Accounting I 5 Credit(s)

This course addresses financial accounting principles and practices, including study of the theory and principles underlying presentation and interpretation of working capital, investments, long-term liabilities, and stockholders equity. Prerequisite: ACCT 202.

ACCT 205 Intermediate Accounting II 5 Credit(s)

This course is a continuance of ACCT 204, topics include study of long-term assets and liabilities, matching principle as it relates to the Income Statement, Income Recognition. The final WVCC course in financial accounting. Prerequisite: ACCT 204.

ACCT 209 Cost Accounting 5 Credit(s)

This course offers an in-depth understanding of cost accounting systems and application of differential cost for decision-making. Also develops background for using budgets in decision-making. Prerequisite: ACCT 202.

ACCT 216 Principles of Income Tax 5 Credit(s)

This course reviews the federal tax structure and ability to apply tax principles to specific problems. Prerequisite: ACCT 202 or instructor permission.

Adult Basic Education / GED

Faculty Advisors:

Terri Trick	509.527.4348	terri.trick@wwcc.edu
Billie Havens	509.758.1707– Clarkston	billie.havens@wwcc.edu
Karen Van Stone	509.758.1708– Clarkston	karen.vanstone@wwcc.edu

Industry Description: Adult Basic Education/GED is designed to enable those who have not completed high school to earn the GED (high school equivalency degree). Adult Basic Education also serves those needing a review of basic skills before entering other college programs.

Program Overview: Adult Basic Education/GED classes serve adults (16 years or older) who need to upgrade their skills in reading, writing, and math. Students are administered a placement test upon entry. Program of study is then determined individually. Instruction is offered via individual study, structured classes, learning communities, and computers. This is a tuition free program, and all instructional materials are provided by the college. The program is provided in both English and Bilingual/Spanish to meet individual student needs.

Program Options: Students may pursue the GED (high school equivalency degree) or may upgrade existing skills and abilities in preparation for further study in other college programs.

Entrance Requirements: A placement test is administered to all students upon entry into the program. This test is a Washington state requirement and is for placement purposes only.

ABE 001 ABE Skills Level I 1-8 Credit(s)

Instruction in reading, writing, and computational skills for individuals whose reading and/or computational grade level is 0-1. Laboratory format. Placement is determined by intake test. Prerequisite: All students under 19 years of age must have a signed release form from the last school they attended.

ABE 002 ABE Skills Level II 1-8 Credit(s)

Instruction in reading, writing, and computational skills for individuals whose reading and/or computational grade level is 2-3. Laboratory format. Placement is determined by intake test. Prerequisite: All students under 19 years of age must have a signed release form from the last school they attended.

ABE 003 ABE Skills Level III 1-8 Credit(s)

Instruction in reading, writing, and computational skills for individuals whose reading and/or computational grade level is 4-5. Laboratory format. Placement is determined by intake test. Prerequisite: All students under 19 years of age must have a signed release form from the last school they attended.

ABE 004 ABE Skills Level IV 1-8 Credit(s)

Instruction in reading, writing, and computational skills for individuals whose reading and/or computational grade level is 6-8. Laboratory format. Placement is determined by intake test. Prerequisite: All students under 19 years of age must have a signed release form from the last school they attended.

ABE 005 Educational Interview 1-3 Credit(s)

This learner-focused, orientation course can be offered with students one-to-one, in small or large groups, or in a combination of these configurations and should be begun the first quarter of

enrollment. Students can register for three consecutive 1-3 credit courses. The course must meet for at least ten hours and no more than 30 hours per quarter.

Enrollment will be based upon WorkFirst eligibility and/or an assessment interview with the Family Literacy Program Coordinator. Offered summer, fall, winter, and spring quarters. Students enrolled in this Family Literacy program may take cluster courses, which include ABE 007, ABE 008, ABE 013, ABE 060, and ABE 061.

ABE 007 Family Management / Parent Education 1-5 Credit(s)

Instruction includes components that will facilitate students' increased skills in balancing work and family. Instruction in reading, writing, and computational skills for individuals whose reading and/or computational grade levels are 0-8 as it relates to family literacy foundation skill components. Includes instruction in concepts and principles related to time and money/budget management; interactive literacy activities between parents and their children; training for parents regarding their role as first teacher; and integrated parent literacy training (ABE).

Offered summer, fall, winter, spring quarters and/or year-round enrollment. Students may enroll anytime throughout the year. Enrollment will be based upon WorkFirst eligibility and/or an assessment interview with the Family Literacy Program Coordinator. Students enrolled in this Family Literacy program may take cluster courses, which include ABE 005, ABE 007, ABE 008, ABE 013, ABE 060, and ABE 0161.

ABE 008 Integrated Basic Work Skills 1-5 Credit(s)

This basic skills level course prepares individuals to re-enter, transition, or enhance employment opportunities. Instruction consists of basic reading, writing, and computation at a level below ninth grade. Placement is determined by intake test and all students are required to complete an intake interview with the WorkFirst Family Literacy Foundations/Families That Work program coordinator. Enrollment will be based upon WorkFirst eligibility and/or an assessment interview with the Family Literacy Program Coordinator. Offered summer, fall, winter, and spring quarters. Students may enroll anytime throughout the year. Students enrolled in this Family Literacy program may take cluster courses, which include ABE 005, ABE 007, ABE 008, ABE 013, ABE 060, and ABE 061.

ABE 013 ABE Mathematics Level 2 1-5 Credit(s)

Instruction focus is on the addition, subtraction, multiplication, and division of fractions and decimals, practice solving one- and two-step word problems, simple measurement, and a review of multiplication facts. Minimum computational skills at a level of grades 4-5 as determined by intake placement test, or by instructor permission. 1. Placement is determined by intake test. 2. All students are required to complete an intake interview with the Family Literacy program coordinator and enrollment will be based upon WorkFirst eligibility and/or an assessment interview with the Family Literacy Program Coordinator. Prerequisite: All students under 19 years of age must have a signed release from the last school they attended. Offered summer, fall, winter, spring quarters and/or year-round enrollment. Students may enroll anytime throughout the year. Students enrolled in this Family Literacy program may take cluster courses, which include ABE 005, ABE 007, ABE 008, ABE 060, and ABE 013.

Adult Basic Education/GED

ABE 014 ABE Math 3

1-4 Credit(s)

A group course whose focus is on ratio, proportion, percent, simple geometry, review of fractions and decimals, and practice solving multi-step word problem skills that prepare students for the GED math test. Lecture format. Prerequisite: Computational skills at a minimum of grades 6-8 as determined by intake placement test, or by instructor permission. All students who are under 19 years of age must have a signed release form from the last school they attended.

ABE 015 ABE Reading and Writing 2

1-8 Credit(s)

A group course whose focus is on understanding and summarizing written material that includes unfamiliar vocabulary, reading for information, and applying it to new situations. Writing emphasizes paragraph construction with sentences that clearly express complex ideas: short reports, informal letters, memos, personal



narratives. Proofreading for capitalization and punctuation, and dictionary use to learn spelling, meaning and pronunciation are also emphasized. Prerequisite: Reading and writing skills at grade levels 3-5 as determined by intake placement test, or by instructor permission. All students who are under 19 years of age must have a signed release form from the last school they attended.

ABE 016 ABE Reading and Writing 3

1-8 Credit(s)

A group course whose focus is on the development of reading skills to be used to comprehend, analyze, evaluate and infer from a variety of written material at an intermediate level, and on the development of writing skills to be used to write several connected paragraphs using correct punctuation, capitalization, usage, spelling, and more sophisticated sentence structure. Prerequisites: Reading and writing skills at the 6-8 grade level as determined by intake placement test, or by instructor permission. All students who are under 19 years of age must have a signed release form from the last school they attended.

ABE 060 ABE Reading and Writing Multi-Level

Skills/Skills I-IV

1-8 Credit(s)

Instruction in reading and writing skills for individuals whose reading grade levels are 0-8. Course focuses on understanding and summarizing written material that includes unfamiliar vocabulary, reading for information, and applying it to new situations. Instruction in reading and writing skills for individuals whose reading grade levels are 0-8. Writing emphasizes paragraph construction with sentences that clearly

express complex ideas: short reports, informal letters, memos, and personal narratives. Proofreading for capitalization and punctuation, and dictionary use to learn spelling, meaning and pronunciation are also emphasized. 1. Placement is determined by intake test. 2. All students are required to complete an intake interview with the Family Literacy program coordinator and enrollment will be based upon WorkFirst eligibility and/or an assessment interview with the Family Literacy Program Coordinator. Prerequisite: All students under 19 years of age must have a signed release from the last school they attended. Offered summer, fall, winter, spring quarters and/or year-round enrollment. Students may enroll anytime throughout the year. Students enrolled in this Family Literacy program may take cluster courses, which include ABE 005, ABE 007, ABE 008, and ABE 013.

ABE 061 ABE Mathematics Multi-Level

Skills/Skills I-IV

1-4 Credit(s)

Instruction with a focus on the addition, subtraction, multiplication, and division of fractions and decimals, practice solving one-and two-step word problems, simple measurement, multiplication facts, ratio, proportion, percent, simple geometry, practice solving multi-step word problem skills for levels 0-8. 1. Placement is determined by intake test. 2. All students are required to complete an intake interview with the Family Literacy program coordinator and enrollment will be based upon WorkFirst eligibility and/or an assessment interview with the Family Literacy Program Coordinator. Prerequisite: All students under 19 years of age must



have a signed release from the last school they attended. Offered summer, fall, winter, spring quarters and/or year-round enrollment. Students may enroll anytime throughout the year. Students enrolled in this Family Literacy program may take cluster courses, which include ABE 005, ABE 007, ABE 008, and ABE 060.

GED 025 GED Preparation

1-8 Credit(s)

Provided in both traditional and bilingual settings, this course assists the student in preparing to pass the tests required for the High School Equivalency Certificate (GED). Emphasizes the areas of writing skills, natural science, social science, mathematics, literature and the arts. Prerequisite: Students under 19 years of age must have a signed release form from the last school they attended.

Ag and Diesel Equipment Mechanics

Ag and Diesel Equipment Mechanics

Faculty Advisor:

David Bailey

509.529.2600

david.bailey@wwcc.edu

Industry Description: The Ag and Diesel Equipment Mechanics program has many components to prepare individuals with the technical knowledge and mechanical skills required to service, repair, and test various types of machinery, depending on the student's particular employment goals. This is an extensive program including: heavy-duty trucks, heavy equipment, medium-duty vehicles, agricultural equipment, logging equipment, forklifts, and mining equipment. Employment of diesel mechanics and service technicians is expected to increase about as fast as the average for all occupations through the year 2008.

Program Overview: Program offerings focus on creating an understanding of heavy-duty vehicle operating systems in order to troubleshoot and repair various pieces of machinery. The program advisory board and industry organizations, such as NATEF/ASE, guide course offerings. Core classes include: Shop Fundamentals, Diesel Engines, Power Trains, Electrical and Air Conditioning, Hydraulics, Diesel Fuel Systems, and Cooperative Work Experience (on-the-job training). Course formats include lecture, lab, and live work shop experience. Course offerings are aimed toward enabling the student to successfully complete ASE certification test requirements.

Program Options: An Associate in Applied Arts and Sciences (AAAS) Degree in Ag and Diesel Equipment Mechanics may be obtained by completing core and related classes. A one-year certificate is available in Diesel Technology. Competency endorsements for quarterly areas of study can be earned. A transfer agreement is in place with Montana State University for those who wish to continue their education and receive a baccalaureate degree in diesel mechanics.

Entrance Requirements: Students interested in receiving an AAAS degree must have a high school diploma, GED certificate. Students interested in receiving a degree or certificate may start in fall, winter, or spring quarters. Classes are available during set quarters and are not repeated during the year.

Other Information: The Ag and Diesel Equipment Mechanics program is part of the Tech-Prep consortium in the state of Washington. Tech-Prep credits from specific high school studies can be awarded for selected courses. Contact local school counselors or Walla Walla Community College for more information. Students interested in transferring should consult with an adviser in the Ag and Diesel Equipment Mechanics department prior to taking courses for transfer credit. For additional information including regional employment data, completion rates, student characteristics, and employment see <http://www.wtb.wa.gov/etp>.

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Ag and Diesel Equipment Mechanics

This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Please check with your advisor prior to any substitutions. Students interested in a baccalaureate track diesel program should talk to their adviser to arrange transferable electives.

Core courses are available each quarter but must be taken in sequence. This does not apply to recommended and/or related instruction. For the current course sequence, refer to the following web site: <http://www.wwcc.edu/programs/proftech/agsci/requirements.cfm>

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications

(R) - Human Relations

(M) - Computation / Mathematics

(J) - Job Seeking Skills

(L) - Leadership

Diesel Technology Certificate (775C)

First Year

Quarter One

Credits

AGM 151, Shop Fundamentals	9
AGM 181, Engines	7-11
OCSUP 106, Applied Mathematics (M)**	5
Total Credits	21-25

Quarter Two

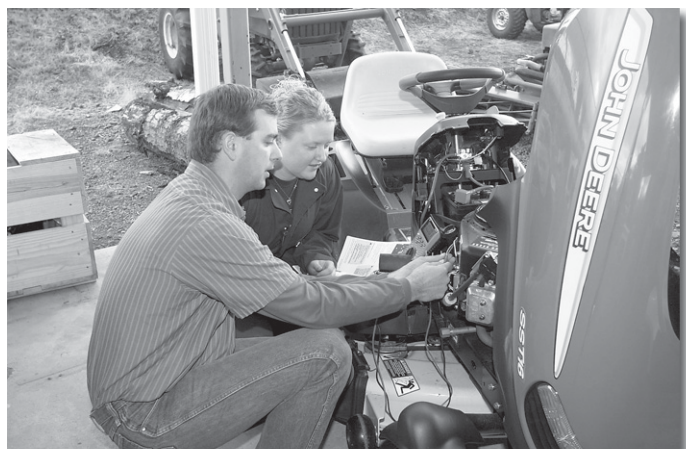
Credits

AGM 162, Machinery Repair I	7-11
AGM 185, Power Trains	10
WELD 141, Welding Basics*	4
OCSUP 101, Job Psychology (R)**	3
OCSUP 102, Oral Communication in Workplace (O)**	3
Total Credits	27-31

Quarter Three

Credits

AGM 163, Machinery Repair II	7-11
AGM 183, Electricity and Air Conditioning	10
Total Credits	17-21
Year-One Total	65-77



Ag and Diesel Equipment Mechanics

Degree (125)

Second Year

Quarter Four

	<u>Credits</u>
AGM 184, Hydraulics	10
AGM 266, Advanced Equipment Repair I	7-11
WRITE 100, Applied Writing (W)**	3
Total Credits	20-24

Quarter Five

	<u>Credits</u>
AGM 182, Diesel Fuel Systems	10
AGM 267, Advanced Equipment Repair II	7-11
AGM 299, Student Leadership (L)**	1
IFA 022, Medic First Aid Basic	4
OCSUP 103, Job Seeking Skills (J)**	3
Total Credits	21.4-25.4

Quarter Six

	<u>Credits</u>
AGM 177, Cooperative Work Experience	10-15
Total Credits	10-15
Year-Two Total	51.4-64.4
Total Credits	116.4-141.4

A certificate is available upon completion of the year-one requirements. A minimum of 9 credits of related instruction is required for the certificate.

When course credits are indicated as variable, students are encouraged to register for the maximum credit. This is the level recommended for effective employability preparedness.

Cooperative Work Experience may be divided into two quarters by taking AGM 177, 178 at reduced credit levels. A minimum of 300 hours (10 credits) actual on-the-job mechanical experience is required.

AGM 186 Advanced Mechanics and AGM 268 Equipment Repair III may be substituted for Cooperative Work Experience with instructor permission.

Students must have at least 800 hours of actual shop experience to meet the requirements for graduation. At least 600 hours must be on-campus shop experience.

AGM 181, 183 and 185 are prerequisites to AGM 266, 267 and 268.

* Any welding course 141 or above will satisfy the welding requirement.

** The following courses meet the related instruction requirements of this program (one class per category required):

(W) – BA 137, ENG 100, ENG 101, WRITE 100, WRITE 110

(M) – BA 112, OCSUP 106, MATH 049 or higher

(L) – AGM 299

(R) – BA 157, WMG 192, WMG 292, OCSUP 101, PSY 101, PSY 111

(J) – AGPR 100, OCSUP 103

AGM 151 Shop Fundamentals I 9 Credit(s)

A course designed to introduce, perfect, and evaluate basic safety and shop skills necessary for successful completion of the Diesel Mechanics program. Consists of instruction and shop performance exercises in safety; hand and machine tool operation, use, and maintenance; hardware identification; and other basic shop skills. Forklift driver certification is also taught.

AGM 162 Machinery Repair I 1-11 Credit(s)

This course uses controlled laboratory experiences with static and live projects to enhance instruction in engines, power trains, electrical and air conditioning. Involves application of theory and skills associated with academic and skill instruction.

AGM 163 Machinery Repair II 1-11 Credit(s)

This course uses controlled laboratory experiences with static and live projects to enhance instruction in engines, power trains, electrical and air conditioning. Involves application of theory and skills associated with academic and skill instruction.

AGM 177 Cooperative Work Experience I 1-15 Credit(s)

Students earn credit while employed by a related business. On-the-job training supervised by employers and/or instructor. Instructor permission required.

AGM 178 Cooperative Work Experience II 1-15 Credit(s)

Students earn credit while employed by a related business. On-the-job training supervised by employers and/or instructor. Prerequisite: Instructor permission.

AGM 181 Engines 11 Credit(s)

This course offers an in-depth study of diesel and gas engines. Topics of study include theory of operation, testing, and rebuilding.

AGM 182 Diesel Fuel Systems 10 Credit(s)

A detailed study and analysis of diesel injection systems. Covers systems operation, testing, and repair techniques.

AGM 183 Electricity and Air Conditioning 10 Credit(s)

This course covers theory, troubleshooting, and repair of electrical and air conditioning systems. Covers charging, starting, ignition, and accessory electrical systems. Mobile air conditioning is covered as a separate portion of this course.

AGM 184 Hydraulics 10 Credit(s)

A study of hydraulic systems as found on mobile equipment. Includes theory, operation, troubleshooting, and service of pumps, cylinders, valves, motors, controls, and accessories found on mobile hydraulic systems. Schematics and system design are also discussed.

AGM 185 Power Trains 10 Credit(s)

A study of the various components found in the power train system. Includes theory, operation, troubleshooting, and repair of clutches, transmissions, torque converters, drive lines, differentials, and power take-off devices.

AGM 186 Advanced Mechanics 5 Credit(s)

A study of specialized machinery. Study and skill gained through working on specialized equipment such as farm equipment, logging equipment, trucks, and heavy equipment. Prerequisite: Instructor permission.

AGM 199 Independent Research 11 Credit(s)

This is an open-ended course to allow individual student development, operated on a contract basis. Offered by instructor permission.

AGM 266 Advanced Equipment Repair I 7-15 Credit(s)

This course offers on-campus job shop experience. Students work on equipment with a student service manager and under the supervision of an instructor. Prerequisite: Must have completed at least two quarters of the Diesel Technology program.

AGM 267 Advanced Equipment Repair II 7-15 Credit(s)

This course offers on-campus job shop experience. Students work on equipment with a student service manager and under the supervision of an instructor. Prerequisite: Must have completed at least two quarters of the Diesel Technology program.

Ag Science and Technology

AGM 268 Advanced Equipment Repair III 11 Credit(s)
Actual job shop experience (on campus). Students work on equipment with a student service manager and under the supervision of an instructor. Prerequisite: Must have completed at least two quarters of the Diesel Technology program.

AGM 299 Student Leadership 1 Credit(s)
A competency-based class to promote student responsibility and leadership. Prerequisite: Must have completed at least two quarters of Diesel Technology Program.

Agriculture Science and Technology

Faculty Advisors:

Jerry Kjack	509.527.4225	jerry.kjack@wwcc.edu
Mike Moramarco	509.527.4223	mike.moramarco@wwcc.edu

Industry Description: Production agriculture is an applied science industry requiring trained technicians and professionals with knowledge of biological and chemical principals. Persons employed in the agricultural science field need to apply this knowledge to the production of food and fiber at the primary producer, support services, or research and development level. As the agricultural science industry advances in the use of technology, there is a continued demand for trained individuals.

Program Overview: Agriculture science combines the fields of biology and chemistry with a practical understanding of crop and livestock production and management. The primary objectives of the program are to give students technical knowledge in the areas of soils and fertilizers, pests and control procedures, and crop and livestock production and management. These objectives are accomplished with lecture/discussion periods, lab exercises, and field trips to production enterprise areas. Some courses are available for distance learning for students not able to attend on campus at the time the course is offered. The agricultural science curriculum is maintained with input from an advisory committee, national and state skill standards, and DACUM research; it is constantly updated to incorporate viable lab experiences in all courses. Department faculty have advanced degrees in their subject area, frequently attend conferences, and use industry work experiences to keep curriculum relevant and current.

Program Options: There are several degree options available for students. The Associate in Applied Arts and Sciences Degree in Agriculture Sciences is a technical degree offered at the completion of a two-year course of study. These graduates find employment as agricultural technicians, field men, farm managers, and sales representatives for agricultural product suppliers. The Associate in Science Degree in Agriculture Science is for students wishing to transfer to a baccalaureate institution. Many courses in the department have direct transfer credit to regional colleges and universities. The Agriculture Department at Walla Walla Community College has articulation agreements with agricultural departments at Washington State University to aid students with matriculation into these departments.

Entrance Requirements: Students may begin their course of study in these programs at any time. No prerequisites exist. Students

wishing to begin study should complete a placement test offered by the student development center at Walla Walla Community College.

Other Information: The Agriculture Science program is part of the Tech-Prep consortium in the State of Washington. Tech-Prep credits from specific high school studies can be awarded for selected courses. Contact your local school counselor or Walla Walla Community College for more information. Students considering transferring should consult with an adviser in the agriculture department prior to taking courses for transfer credit. Program scholarships are available each year to assist students. Contact a program adviser to obtain an application or for more information. For additional program information including regional employment data, completion rates, student characteristics, and employment see <http://www.wtb.wa.gov/etp>.

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Agriculture Science and Technology — Animal Science

This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Please check with your advisor prior to any substitutions.

Core courses are available each quarter but must be taken in sequence. This does not apply to recommended and/or related instruction. For the current course sequence, refer to the following web site: <http://www.wwcc.edu/programs/proftech/agsci/requirements.cfm>

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications

(R) - Human Relations

(M) - Computation / Mathematics

(J) - Job Seeking Skills

(L) - Leadership

Certificate (105C)

First Year

Quarter One

Credits

AGPR 100, Orientation to Agriculture (J)**	3
AGPR 120, Agricultural Chemistry	5
AGPR 299, Agriculture Student Leadership (L)**	2
AGRI 108, Computers in Agriculture	5
Total Credits	15

Quarter Two

Credits

MATH 065, Introductory Algebra (M)**	5
AGPR 110, Livestock Production	5
AGPR 116, Practical Meat Cutting	5
AGRI 215, Plant Diseases and Insects	5
Total Credits	20

Ag Science & Technology

Quarter Three

	<u>Credits</u>
AGPR 115, Preventative Veterinary Medical Care	5
AGPR 140, Agricultural Safety and Health	3
AGRI 103, Farm and Ranch Business Management	5
Agricultural Elective	5
Total Credits	18
Year-One Total	53

Quarter Four

	<u>Credits</u>
AGRI 181, Cooperative Training	10
Total Credits	10

Degree (105B)

Second Year

Quarter Five

	<u>Credits</u>
AGPR 111, Animal Nutrition and Health	5
AGPR 201, Basic Soil Science	5
AGRI 202, Microeconomics in Agriculture	5
AGRI 102, Farm Records and Analysis	5
Total Credits	20

Quarter Six

	<u>Credits</u>
AGPR 112, Feeds and Feeding	5
AGRI 221, Agricultural Marketing	5
WRITE 100, Applied Writing (W)**	3
SPCH 101, Fundamentals of Speech (O)**	3
Total Credits	16

Quarter Seven

	<u>Credits</u>
AGRI 222, Agricultural Policy	5
Agricultural Elective	5
PSY 111, Effective Interpersonal Relationships (R)**	3
Total Credits	13
Year-Two Total	59
Total Credits	112

A certificate is available upon completion of the year-one requirements. A minimum of 9 credits of related instruction is required for the certificate.

Approved Electives for Ag-Science and Technology Degree:

Any course with a prefix of AGRI, AGPR, AGM, CET, EV, PMT, TURE, WELD or WMGT may be used to meet the agriculture elective requirement.

**** The following courses meet the related instruction requirements of this program (one class per category required):**

(W) – BA 137, WRITE 100, WRITE 110, ENG 100, ENG 101

(O) – SPCH 100, SPCH 101, OCSUP 100, OCSUP 102

(M) – MATH 065 or higher

(L) – AGPR 299

(R) – BA 157, WMGT 192, WMGT 292, OCSUP 101, PSY 101, PSY 111

(J) – AGPR 100, PSY 140

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Agriculture Science and Technology — Plant and Soil Science

This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Please check with your advisor prior to any substitutions.

Core courses are available each quarter but must be taken in sequence. This does not apply to recommended and/or related instruction. For the current course sequence, refer to the following web site: <http://www.wvcc.edu/programs/proftech/agsci/requirements.cfm>

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - *Written Communications* (O) - *Oral Communications*

(R) - *Human Relations* (M) - *Computation / Mathematics*

(J) - *Job Seeking Skills* (L) - *Leadership*

Certificate (105E)

First Year

Quarter One

Credits

AGPR 100, Orientation to Agriculture (J)**	3
AGPR 113, Plant Science I	3
AGPR 120, Agricultural Chemistry	5
AGPR 299, Agriculture Student Leadership (L)**	2
AGRI 108, Computers in Agriculture	5
Total Credits	18

Quarter Two

Credits

MATH 065, Introductory Algebra (M)**	5
AGPR 110, Livestock Production	5
AGPR 114, Plant Science II	3
AGRI 215, Plant Disease and Insects	5
Total Credits	18

Quarter Three

Credits

AGPR 105, Weeds	5
AGPR 140, Agricultural Safety	3
AGPR 215, Crop Production	5
Agricultural Elective	5
Total Credits	18
Year-One Total	54

Quarter Four

Credits

AGRI 181, Cooperative Training	10
Total Credits	10

Degree (105A)

Second Year

Quarter Five

Credits

AGPR 201, Basic Soil Science	5
AGRI 202, Microeconomics in Agriculture	5
AGRI 102, Farm Records and Analysis	5
Total Credits	15

Ag Science & Technology

Quarter Six

	<u>Credits</u>
AGPR 202, Soils Fertility and Management	5
AGRI 221, Agricultural Marketing	5
WRITE 100, Applied Writing (W)**	3
SPCH 101, Fundamentals of Speech (O)**	3
Total Credits	16

Quarter Seven

	<u>Credits</u>
AGRI 222, Agricultural Policy	5
Agricultural Elective	5
PSY 111, Effective Interpersonal Relationships (R)**	3
Total Credits	13
Year-Two Total	54
Total Credits	108

A certificate is available upon completion of the year-one requirements. A minimum of 9 credits of related instruction is required for the certificate.

Approved Electives for Agri-Business Degree:

Any course with a prefix of AGRI, AGPR, AGM, CET, EV, TURF, WELD or WMGT may be used to meet the agriculture elective requirement.

**** The following courses meet the related instruction requirements of this program (one class per category required):**

(W) – BA 137, WRITE 100, WRITE 110, ENG 100, ENG 101

(O) – SPCH 100, SPCH 101, OCSUP 100, OCSUP 102

(M) – MATH 065 or higher

(L) – AGPR 299

(R) – BA 157, WMGT 192, WMGT 292, OCSUP 101, PSY 101, PSY 111

(J) – AGPR 100, PSY 140



Schedule for Degree Completion:

Associate in Science Degree – Agriculture Science Option

The following course listing should be used as a guide to complete the requirements for the Associate in Science degree, which allows students to transfer to Washington State University in a Bachelor in Science Degree in Agriculture. For transfer information at specific institution and/or programs consult with your advisor. For the current course sequence, refer to the following web site: <http://www.wvcc.edu/programs/proftech/agsci/requirements.cfm>

General Education Requirements:	Credits
ENG 101, SPCH 101; Communications	8
Humanities	5
Choose 2: HIST 105, HIST 107, HIST 109	10
BIO 101, BIO 201, BIO 220; Biology	15
CHEM 101, Chemistry	5
MATH 201, Quantitative Skills	5
AGRI 202, PSY 101; Social Science	10
Total Credits	53

Agricultural Elective Courses:

AGPR 201, Soils5	5
AGRI 108, Computer Applications	5
AGPR 113, AGPR 114	6
Animal Science elective, Choose 1: AGPR 100,110,111,112,116,216	5
Agri-Business elective, Choose 2: AGRI 102 & 103, 210,211,220,221,222 .	10
Crop Science elective, Choose 1: AGPR 105 215	5
Choose 1: AGPR 100 or AGPR 140	3
Total Credits	39

Optional Elective Courses:

AGPR 115, Preventative Veterinary Medicine	5
WMGT 112, Irrigation Principles	5

Associate in Science Degree – Agriculture Science Option

The following course listing should be used as a guide to complete the requirements for this degree, which will allow students to transfer to Washington State University in a Bachelor in Science Degree in Agriculture Technology and Management. For transfer information at specific institution and/or programs consult with your advisor.

General Education Requirements:	Credits
ENG 101, SPCH 101; Communications	8
Humanities	5
Choose 2: HIST 105, HIST 107, HIST 109	10
BIO 101, BIO 201, BIO 220, Biology	15
CHEM 107,108,109 OR CHEM 121,122,123; Chemistry	15
MATH121, MATH 201; Quantitative Skills	10
AGRI 202, PSY 101; Social Science	10
Total Credits	73

Agricultural Elective Courses:

AGPR 100, Orientation to Agriculture3	3
Agri-Business elective, Choose 1: AGRI 102 and 103,211,221	5
Agricultural electives	15-20
Total Credits	23-28

Optional Elective Courses:

AGPR 115, Preventative Veterinary Medicine	5
WMGT 112, Irrigation Principles	5

Ag Science & Technology

AGPR 100 Orientation to Agriculture 3 Credit(s)

A survey of the agriculture industry looking at different jobs, working conditions, employment structure, and employee-employer relationships. Each student builds a personal job portfolio to include, but not limited to, letters of application, resume, references and notes on job interview techniques.

AGPR 105 Weed Biology & Identification 5 Credit(s)

An introductory course in weed science. Designed to provide an understanding of the principles and methods of controlling weeds, use and development of herbicides, methods of application and rate calculation, sprayer components and calibration, and practical knowledge of plant and seed samples of weeds common to the Pacific Northwest.

AGPR 110 Livestock Production 5 Credit(s)

Introduction to the livestock industry and its importance to the U.S. economy. Covers animal products for consumers, biological principles, and management practices.

AGPR 111 Animal Nutrition and Health 5 Credit(s)

Introduction to animal nutrition and health topics. Covers major classes of nutrients required by all animals, utilization of these nutrients by farm animals, and health and safety considerations in terms of deficiencies or toxicities of specific nutrients.

AGPR 112 Feeds and Feeding 5 Credit(s)

This course addresses common feeding practices and nutrient characteristics of animal feeds. Includes ration formulation and ration requirements of cattle, sheep, hogs, and horses. Prerequisite: AGPR 111 or instructor permission.

AGPR 113 Plant Science 3 Credit(s)

A basic course in plant science designed to provide a practical understanding of plant anatomy, morphology and growth of agriculture crops.

AGPR 114 Plant Science II 3 Credit(s)

A basic course in plant science designed to provide a practical understanding of plant processes involved in growth and development.

AGPR 115 Preventative Veterinary Medical Care 5 Credit(s)

This course covers basic information on animal health and disease prevention. Also includes fundamentals on the nature of disease, nutrition, sanitation, disinfections, immunization, and basic husbandry practices.

AGPR 116 Practical Meat Cutting 5 Credit(s)

This course addresses practical information concerning the processing of carcasses into primal and subprimal cuts. Includes safety practices, sanitation procedures, dismantling and reassembling of meat processing equipment, and the identification of primal and subprimal cuts.

AGPR 120 Agricultural Chemistry 5 Credit(s)

A fundamentals course in chemistry which overviews the basics of inorganic, organic, and biochemistry with applications to agriculture and other applied science fields. High school chemistry or equivalent is helpful but not required.

AGPR 140 Agriculture Safety and Health 3 Credit(s)

A synopsis of safety and health issues that impact the quality of life and productivity of American agriculture. Students receive first aid and CPR training.

AGPR 158 Crop Production Special Problems I 1-5 Credit(s)

This practical work experience provides students with the opportunity to work with greenhouse crops. Instruction and demonstrations on propagation, care, and marketing of bedding plants, which are produced for resale.

AGPR 159 Crop Production Special Problems II 1-5 Credit(s)

This practical work experience provides students with the opportunity to work with greenhouse crops. Instruction and demonstrations on propagation, care, and marketing of bedding plants, which are produced for resale.

AGPR 160 Crop Production Special Problems III 1-5 Credit(s)

This practical work experience provides students with the opportunity to work with greenhouse crops. Instruction and demonstrations on propagation, care, and marketing of bedding plants, which are produced for resale.

AGPR 197 Livestock Production Special Problems I 1-5 Credit(s)

A sequence of courses designed for students to participate in a number of subjects dealing with livestock production on a structured or independent study basis. Offered by instructor arrangement.

AGPR 198 Livestock Production Special Problems II 1-5 Credit(s)

A sequence of courses designed for students to participate in a number of subjects dealing with livestock production on a structured or independent study basis. Offered by instructor arrangement.

AGPR 199 Livestock Production Special Problems III 1-5 Credit(s)

A sequence of courses designed for students to participate in a number of subjects dealing with livestock production on a structured or independent study basis. Offered by instructor arrangement.

AGPR 201 Basic Soil Science 5 Credit(s)

Introductory course designed to provide an understanding of soil structure and composition as related to temperature, water, and other environmental controls. Emphasizes studying soils from a land use and management perspective.

AGPR 202 Soils Fertility and Management 5 Credit(s)

This course offers a study of macro and micronutrient uptake and utilization by plants and the fertilizer products used to supply different nutrients. Includes soil conservation, erosion control practices, and utilization of soil survey reports. Prerequisite: AGPR 201 or instructor permission.

AGPR 215 Field Crop Production 5 Credit(s)

A practical course in the production and management of field crops designed to provide the most current information in the production and management of agronomic crops important to the economy of the Pacific Northwest. Includes plant and seed sample identification.

AGPR 216 Practical Meat Cutting 5 Credit(s)

A practical course concerning the processing, preparation, preservation, and marketing of meat products. Includes safety practices, sanitation procedures, use of meat processing equipment, and the fabrication and marketing of retail cuts.

AGPR 299 Agriculture Student Leadership 2 Credit(s)

A course designed to strengthen communication and leadership skills. Students join the Ag Technology Club, conduct the business of the organization, and compete in PAS (Postsecondary Agricultural Students) employability skills contests.

Agri-Business

Faculty Advisor:

Deborah Frazier

509.527.4689

debbie.frazier@wwcc.edu

Industry Description: Producing and marketing food and fiber products is a vital and important industry in the United States. The United States is the largest producer and exporter of agricultural products in the world. The agri-business sector employs individuals who assist the producer of food and fiber products in input procurement, marketing, financing, and management.

Program Overview: Agri-Business combines information from the fields of general agriculture and business to prepare students for the management functions of businesses involved with the production and marketing of farm commodities and farm inputs. These objectives are accomplished with lecture/discussion periods, lab exercises and field trips. Some courses are offered via distance delivery for students not able to attend on campus at the time courses are offered. Program content and relevance are maintained with input from an advisory committee, national and state skill standards, and DACUM research. Department faculty has advanced degrees in their subject area and frequently attends workshops and conferences to update their knowledge of the industry.

Program Options: Students can choose between two different degree options. The Associate in Applied Arts and Sciences Degree in Agri-Business is a technical degree awarded to the student at the completion of a two-year program of study. Graduates of these programs may find employment as farm managers, salesmen, commodity brokers, store managers, or consultants. The Associate in Arts Degree is a transfer degree that prepares the student for continued education at a baccalaureate institution. These students will be able to complete their general education requirements before transferring, begin studies in agri-business, and take electives based upon their intended degree program. Many courses in the department provide direct transfer credit to regional colleges and universities. The Agriculture Department at Walla Walla Community College has articulation agreements with several regional universities.

Entrance Requirements: Students can begin their study in these programs at any time. Students wishing to begin study in the program should complete a placement test offered by the student development center at Walla Walla Community College. No prerequisites exist.

Other Information: The Agri-Business program is part of the Tech-Prep consortium in the State of Washington. Tech-prep credits from specific high school studies can be awarded for selected courses. Contact your local school counselor or Walla Walla Community College for more information. Students considering transferring should consult with an adviser in the agriculture department prior to taking courses for transfer credit. Program scholarships are available each year to assist students. Contact a program adviser to obtain an application or for more information. For additional program information including regional employment data, completion rates, student characteristics, and employment see <http://www.wtb.wa.gov/etp>.

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Agri-Business

This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Please check with your advisor prior to any substitutions.

Core courses are available each quarter but must be taken in sequence. This does not apply to recommended and/or related instruction. For the current course sequence, refer to the following web site: <http://www.wwcc.edu/programs/proftech/agribus/requirements.cfm>

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications

(R) - Human Relations

(M) - Computation / Mathematics

(J) - Job Seeking Skills

(L) - Leadership

Certificate (110C)

First Year

Quarter One	Credits
AGRI 102, Farm Records and Analysis	5
AGRI 108, Computers in Agriculture	5
AGRI 202, Microeconomics in Agriculture	5
AGPR 100, Orientation to Agriculture (J)**	3
AGPR 299, Agriculture Student Leadership (L)**	2
Total Credits	20

Quarter Two	Credits
MATH 065, Introductory Algebra (M)**	5
AGRI 210, Agricultural Sales and Service	3
AGRI 221, Agricultural Marketing	5
AGPR 110, Livestock Production	5
Total Credits	18

Quarter Three	Credits
AGRI 103, Farm and Ranch Business Management	5
AGRI 211, Agri-Business Management*	5
AGPR 140, Agricultural Safety and Health	3
WRITE 100, Applied Writing (W)**	2
Total Credits	16
Year-One Total	54

Quarter Four	Credits
AGRI 181, Cooperative Training I	10
Total Credits	10

Degree (110)

Second Year

Quarter Five	Credits
AGPR 113, Plant Science	3
AGPR 120, Agricultural Chemistry	5
AGPR 201, Soils	5
Agricultural Elective*	5
Total Credits	18

Agri-Business

Quarter Six	Credits
Agricultural Elective*	5
Animal Science Elective*	5
OCSUP 101, Job Psychology (R)**	3
OCSUP 102, Oral Communication in Workplace (O)**	3
Total Credits	16

Quarter Seven	Credits
Crop Science Elective*	5
AGRI 220, Agricultural Finance	5
AGRI 222, Agricultural Policy	5
Total Credits	15
Year-Two Total	59
Total Credits	113

A certificate is available upon completion of the year-one requirements. A minimum of 9 credits of related instruction is required for the certificate.

* A student can complete either AGRI 211 or AGRI 220 (since these are offered on an alternate year basis) and receive the one-year certificate.

Approved Electives for Agri-Business Degree:

Any course with a prefix of AGRI, AGPR, AGM, CET, EV, TURF or WMGT may be used to meet the agriculture elective requirement.

** The following courses meet the related instruction requirements of this program (one class per category required):

(W) – BA 137, WRITE 100, WRITE 110, ENG 100, ENG 101

(O) – SPCH 100, SPCH 101, OCSUP 100, OCSUP 102

(M) – MATH 065 or higher

(L) – AGPR 299

(R) – BA 157, WMGT 192, WMGT 292, OCSUP 101, PSY 101, PSY 111

(J) – AGPR 100

AGRI 102 Farm Records and Analysis 5 Credit(s)
Introduction to the principles of agri-business management. Identifies a practical system of farm record keeping with analysis of these records. Includes use of a computerized record keeping system.

AGRI 103 Farm and Ranch Business Management 5 Credit(s)
Introduction to the decision-making process and information needed to measure management performance. Also introduces the economic principles and planning tools needed to develop basic management skills for family operated farms and ranches.

AGRI 108 Computers in Agriculture 5 Credit(s)
Introduction to microcomputer applications using Microsoft Office software. Hands-on experience that includes word processing, spreadsheets, graphical presentations, databases, operating systems, and basic internet access. Student may not earn credit for both CT 121 and AGRI 108.

AGRI 181 Cooperative Training I 1-10 Credit(s)
Employment experience in agriculture or related business under the supervision of the employer and the program coordinator. Students apply classroom knowledge and receive paid or unpaid, practical on-the-job training. Prerequisite: Instructor permission.

AGRI 182 Cooperative Training II 1-25 Credit(s)
Employment experience in agriculture or related business under the supervision of the employer and the program coordinator. Students apply classroom knowledge and receive paid or unpaid, practical on-the-job training. Prerequisite: Instructor permission.

AGRI 183 Cooperative Training III 1-25 Credit(s)
Employment experience in agriculture or related business under the supervision of the employer and the program coordinator. Students apply classroom knowledge and receive paid or unpaid, practical on-the-job training. Instructor permission required.

AGRI 197 Ag Business Special Problems I 1-5 Credit(s)
Awards credits for approved independent study. Students earn credits based upon topics selected by student and guided by faculty. Credit is based upon topic selected and time involved in the project.

AGRI 198 Ag Business Special Problems II 5 Credit(s)
Awards credits for approved independent study. Students earn credits based upon topics selected by student and guided by faculty. Credit is based upon topic selected and time involved in the project.

AGRI 202 Microeconomics in Agriculture 5 Credit(s)
A general introduction course to microeconomics as applied to production, consumption, and marketing issues in the business and production sectors of the economy. Includes supply/demand theory, consumer choice theory, production theory, and costs of production. Student may not earn credit for both ECON 202 and AGRI 202.

AGRI 210 Agricultural Sales and Service 3 Credit(s)
This course addresses structure and background of personal selling, concepts of human relations, and communications as they relate to a sales presentation. The objective is to build good skills in selling and providing service to the customer.

AGRI 211 Agri-Business Management 5 Credit(s)
This course covers the responsibilities of a business manager and the tools used for decision making. Emphasizes the areas of finance, daily operation, personnel management, and decision making. Building good management skills is the objective.

AGRI 215 Plant Diseases and Insects 5 Credit(s)
Introductory course to the identification, life cycles, and control of insects and diseases common to crops in Washington. Concentrates on the fundamentals of entomology and plant pathology, not on specific problems and their control in a given crop.

AGRI 220 Agricultural Finance 5 Credit(s)
This course includes tools and concepts useful to making financial management decisions in business firms. Also covers the role of national economic policy and the ways in which different financial institutions are operated.

AGRI 221 Agricultural Marketing 5 Credit(s)
This course covers the overview of the marketing system for agricultural commodities. Includes the effect of public policy, the role of commodity futures in the marketing system, price and price analysis, and marketing strategies. Prerequisite: One quarter economics or instructor permission.

AGRI 222 Agricultural Policy 5 Credit(s)
This course covers goals, methods, and results of government programs and policies in agriculture. Includes the areas of international trade, domestic farm policy, food safety and quality, resource issues and the effect on agribusiness. Fulfills a social science requirement at WWCC. Student may not earn credit for both AGRI 222 and PSCI 222. Suggested: One quarter economics.

Allied Health and Safety Education

Faculty Advisors:

Billie Fitzsimmons 509.527.4330 billie.fitzsimmons@wwcc.edu
Jane Carroll 509.758.1756 - Clarkston jane.carroll@wwcc.edu

Industry Description: Because of the growing population and increased aging sector of our country, there is a demand for trained workers in a variety of health related occupations. The health care industry is experiencing shortages of qualified, competent healthcare workers. Health service jobs represent the fastest growth categories in the State of Washington.

Program Overview: The purpose of Allied Health and Safety Education (AHSE) is to create a learning environment to support a variety of educational, personal enrichment, and career development goals in the field of health and safety. The clientele served by AHSE comprise a wide age group at a variety of educational levels and differing learning outcomes that range from obtaining and maintaining job skills, training for new careers, and personal growth.

Program Options: The courses in Allied Health and Safety Education cover a wide range of interest. The pre-hospital offerings include CPR, First Aid, First Responder, and EMT.

The Nursing Assistant program provides training in basic nursing care under state and federal guidelines. The Phlebotomy Technician class is offered on an annual basis during spring quarter. The following is a list of courses offered to help students obtain necessary state requirements and/or provide enrichment for increased information:

- Nursing Assistant Training Program
- Fundamentals of Caregiving-Basic
- Fundamentals of Caregiving-Modified
- Nurse Delegation
- Fire Science Program
- Phlebotomy Program
- AIDS Education
 - 4 Hour Self-Study
 - 7 Hour Self-Study
 - AIDS/Bloodborne Pathogens Training
- Chemical Dependency Counseling Education Courses—topics vary
- EMT
- OTEP Training
- Medic First Aid
- Medic First Aid Recertification
- CPR (Heartsaver, Healthcare Provider, Pediatric-Basic)
- CPR Instructor Certification and Recertification
- Safety Education—courses vary
 - Flagger
 - Forklift Training

- Healthcare Education for Professionals—topics vary
 - Pharmacology
 - Blood Drawing Techniques for Health Professionals
 - Basic Arrhythmias
 - 12 Lead ECG
 - Physical Assessment
- Seminars/Conferences/Training—topics vary
 - Mental Health Conference
 - Physical Therapy Conference
 - Nursing Conferences

Entrance Requirements: Most courses require a high school diploma or GED, and in some cases require an advanced level of certification or registration. Some areas do not require high school diploma/GED but have basic requirements such as reading, writing, and language proficiency requirements.

Other Information: Funding is sometimes available through various agencies for the Nursing Assistant course.

ALCDA 230 HIV/AIDS Education .7 Credit(s)

This course provides the health care professional with mandatory instruction involving information/knowledge associated with HIV/AIDS, hepatitis, tuberculosis, and related diseases. The seven-hour class presents the six state-required topics of etiology and epidemiology, transmission and infection control, testing and counseling, clinical manifestations and treatment, legal and ethical, and psychosocial.

ALCDA 242 Relapse Prevention 5 Credit(s)

This course will enable students to exhibit skills necessary to facilitate clients in preventing relapse by effectively using relapse prevention counseling and recovery enhancements methods to identify and manage high-risk situations. Students will learn and practice these skills in group settings.

CPR 051A Heartsaver CPR (Basic CPR) .4 Credit(s)

Instruction in CPR based on standards established by the American Heart Association. Provides instruction in CPR basic skills and relief of foreign-body airway obstruction for the adult. This class is intended for the general public.

CPR 051C BLS for Healthcare Providers .6 Credit(s)

This course is designed for healthcare providers and offers CPR instruction based on standards established by the American Heart Association. Instruction in CPR skills for victims of all ages, use of pocket masks, bag valve masks, the AED (automated external defibrillator), and relief of foreign-body airway obstruction. Intended for individuals who provide health care to patients in a wide variety of settings.

CPR 051D Pediatric Basic Life Support .3 Credit(s)

This course is designed for the general public and provides instruction in basic skills of CPR for the infant and child and is based on standards established by the American Heart Association. The basic skills of CPR, relief of foreign-body airway obstruction, as well as prevention and safety components are provided.

Allied Health and Safety Education

HO 100 Nursing Assistant 7 Credit(s)

Meets OBRA Nursing Assistant training requirements. Students who successfully complete the program will be eligible to take the state exam for Certification as a Nursing Assistant. Prerequisites levels are CASAS20-Level 5 and HS Math or GED Math. Tuition plus malpractice insurance fee, textbook, gait belt, name tag and uniform are required. TB test required.

HO 102 Nursing Assistant/Advanced 1-5 Credit(s)

A course designed for Nursing Assistants who have completed the basic course and desire more advanced training. The course consists of classroom, lab and clinical components and will prepare the student to work in a variety of settings.

HO 104K BLS/CPR Instructor Training .8 Credit(s)

Provides the necessary knowledge and skills to facilitate BLS/CPR training for both the general public and healthcare professionals, adhering to the standards of the American Heart Association. Teaching techniques, high skill performance, and cognitive background in CPR/ BLS materials are integrated in this course. Prerequisite: A valid Healthcare Provider Card.

HO 104T OTEP Training 1-3 Credit(s)

Meets the extended learning requirement for First Responders and EMT's to remain certified in Washington State. Covers the state mandated topics and is offered throughout the county under the direction of the county medical program director. This curriculum is approved by the state and is offered in Walla Walla County and throughout the South Central Region of Washington. Prerequisite: Certified EMT's and First Responders.

HO 106 Phlebotomy Technician Program 9 Credit(s)

Prepares the student to perform competently and safely in a clinical setting as a phlebotomy technician. The student learns to collect, handle, transport, and process blood specimens for analysis. Upon successful completion of the course, the student will be eligible to sit for examination for certification with the American Society of Clinical Pathologists.

HO 110 HIV/AIDS Education .7 Credit(s)

This course provides the health care professional with mandatory instruction involving information/knowledge associated with HIV/AIDS, hepatitis, tuberculosis, and related diseases. The seven-hour class presents the six state-required topics of etiology and epidemiology, transmission and infection control, testing and counseling, clinical manifestations and treatment, legal and ethical, and psychosocial.

HO 130 Emergency Medical Technician 10 Credit(s)

Instruction in delivering proper emergency care to the sick and injured in a pre-hospital setting. The overall goals are to save lives, reduce complications, and combine effective interpersonal communication with medical knowledge and skills for every patient. The course follows the DOT EMT-B curriculum with the addition of Washington State objectives as required by the Washington State Department of Health Division of EMS and Trauma. A CPR component is included in the course. Upon completion of the course, the student will be eligible to take the state EMT certification exam. Offered fall, spring, and in Columbia County upon request.

HO 132 Emergency First Responder Technician 3 Credit(s) Undetermined

HO 135 Intermediate Life Support 9 Credit(s)

This course offers variable hours of continuing education in healthcare. Current healthcare topics and continuing education are offered as it relates to the direct care provider. Instruction will be given in starting IVs and airways, intubation, in-depth patient assessment, and administering aspirin, albuterol, dextrose, epinephrine, naloxone, and nitroglycerin chemicals. Prerequisite: At least one year service as EMT, affiliation with local fire department willing to provide insurance.

HO 172 Pharmacology 2 Credit(s)

This course is an overview of the principles of pharmacology and general drug classifications and formulations. Legal aspects of medication administration will be discussed. The students will be introduced to the care and handling of many medications and receive an awareness of drug related problems. Much of the course will focus on medications used in surgery.

HO 266 Physical Assessment 1-5 Credit(s)

Designed as a review for the practicing nurse or as an introduction for the second-year student nurse. Combines the science of anatomy and physiology with the clinical application of assessment skills. Content begins with a technique for history-taking and then assess the various body systems. This course may be offered over a quarter or may be divided up into an A and B series. Prerequisite: Open to nurses and nursing students.

HO 280 Medical Vocabulary 2 Credit(s)

An introduction to basic medical vocabulary. A systematic approach is used beginning with root words, prefixes, and suffixes. The text is arranged by body systems and provides the student essentials needed for a solid medical vocabulary.

IFA 022 Medic First Aid Basic .6 Credit(s)

A fundamental training program in emergency care that incorporates CPR and other emergency skills into a single course. Emphasizes utilizing the priorities of care and approach to the patient as demonstrated by professional emergency care providers. The core program provides minimum information and skills for a variety of environments and can be supplemented with additional first aid topics specific to the needs of the class participants. Available on-campus as well as on a contract basis throughout Walla Walla and Columbia counties.

IFA 023 Medic First Aid Re-Certification .3 Credit(s)

A review of basic Medical First Aid that provides the student with CPR training and other emergency skills. Priorities of care are reviewed, and key components of the basic course are demonstrated. In order to take the re-certification class, the basic class must have been taken within the prior two-year period. Offered by arrangement.

IFA 024 Pediatric First Aid .5 Credit(s)

A training course in basic emergency care with a focus on infants and children. CPR and first aid are integrated into one class, allowing the student to function with one set of priorities beginning with airway, breathing, and circulation following the same priorities of care used by professionals. Emphasizes prevention strategies and development of the seven skills of patient care. Offered by arrangement.

Anthropology

Faculty Advisor:

Christopher Howell 509.527.4493

christopher.howell@wwcc.edu

ANTH 101 Introduction to Anthropology 5 Credit(s)

An introductory course designed for the beginner in the study of anthropology. The course includes a brief study of the evolution of man and animals, man's place among the animals, and various cultures around the world. An introduction to the terminology of the discipline will be explored plus an explanation of the role of today's practicing anthropologist in an expanding and ever dynamic world.

ANTH 202 Cultural Anthropology 5 Credit(s)

Study of social, political, and religious institutions in selected communities around the world which illustrate unity and diversity in human culture.

Art

Faculty Advisor:

Lisa Rasmussen 509.527.1873

lisa.rasmussen@wwcc.edu

The Art Department offers a wide range of courses for students interested in the fine and applied arts. These courses parallel programs at baccalaureate institutions. Students expecting to work toward a BFA or BA with emphasis in art should give careful attention to the requirements of the selected baccalaureate institution and should be working on a quality portfolio to present for evaluation after transferring.

For transfer students and AA degree seeking students interested in fine arts (painting, sculpture, pottery, drawing, printmaking, design, etc.), graphic design, commercial art, the Fine Arts department recommends the following course of study (students should also consult with an art department advisor and the WWCC transfer coordinator regarding course selection and sequence):

Humanities—19 credits	
ART 100 Art Appreciation	5
HUM 101 Intro to Humanities I	5
LIT 144 Intro to Film	5
ART 101 Drawing I	4
Social Sciences—15 credits	
BA 101 Intro to Business	5
HIST 109 World History (Modern)	5
PSY 101 Intro to Psychology	5
Communications—13 credits	
ENG 101 English Composition I	5
ENG 102 English Composition II	5
SPCH 101 Fundamentals of Speech	3
Natural Science—15 credits	
BIO 151 Cell Biology	5
BIO 210 Anatomy and Physiology	5
MATH 107 Mathematics: Practical Experience	5
Quantitative Skills—5 credits	
CT 131 Intro to Computer Science	5
Physical Education—3 credits (required)	
Three unduplicated classes; student's choice	3
Electives (transferable)—24 credits	
ART 102 Drawing II	4
ART 103 Drawing III	4
ART 104 Design I	5
ART 105 Design II	5

ART 106 Design III	4
ART 130 Painting I	4
Other electives (may be used for completion of AA but are possibly not applicable to four-year degree completion depending on transfer institution)	
DIT 101 Digital Imaging Foundations	5
DIT 110 Computer Graphics	5
DIT 112 Computer Illustration	5
DIT 125 Macintosh Computers	5
DIT 242 Digital Audio Recording	5
CT 125 Introduction to the Internet	5
TOTAL CREDITS	124

The Fine Arts Department cooperates with the other Performing and Fine Arts departments and the WWCC Foundation on a wide range of performance opportunities. These are both co- and extra-curricular programs, including the WWCC Foundation musical, the WWCC gallery shows, the China Pavilion drama season, touring theater, and children's drama workshop, musical recitals and concerts, and music performances in downtown Walla Walla (e.g., Farmers' Market).

The Fine Arts department also supports students' efforts to fulfill degree requirements by offering a wide array of courses appealing to multiple levels of interest, skill, and experience. Course offerings provide the basis for transfer, occupations, and life-long learning.

ART 100 Art Appreciation 5 Credit(s)

Study and appreciation of the various periods in the history of art and the materials and methods used by artists. Course satisfies five of the humanities credits required for graduation. Materials to be purchased.

ART 101 Drawing I 4 Credit(s)

Introductory course which explores the basic techniques of drawing using a variety of media such as charcoal, pen and ink, oil pastel, and mixed media. Appreciation and study of drawings by major artists are also included. Daily assignments and lab hours required. Materials to be purchased.

ART 102 Drawing II 4 Credit(s)

Intermediate course which explores the basic techniques of drawing using a variety of media such as conte crayon, charcoal, pen and ink, oil pastel, and mixed media. Appreciation and study of drawings by major artists are also included. Daily assignments and lab hours required. Materials to be purchased. Prerequisite: ART 101.

ART 103 Drawing III 4 Credit(s)

More advanced drawing course for students who are interested in drawing the human figure. Continued study of line, shape, value, texture, and color with emphasis on composition of life drawings. Also an appreciation and study of major artists. Daily assignments and lab hours required. Materials to be purchased.

ART 104 Design I (Black & White) 5 Credit(s)

Study and application of the formal elements of art structure. Problems in organization of line, shape, value, texture, and color. Emphasis on composition and presentation of black and white and designs. Materials to be purchased.

ART 105 Design II (Color) 5 Credit(s)

Study and application of the formal elements of art structure. Problems in organization of line, shape, value, texture, and color. Emphasis is on composition of color designs. Materials to be purchased.

Art

ART 106 Design III (Three-Dimensional Design) 4 Credit(s)
Study and application of the elements of three-dimensional art structure. Emphasis on composition and presentation of three-dimensional designs. Lab hours required and materials to be purchased.

ART 127 History of Western Art I 5 Credit(s)
Architecture, sculpture, painting, and crafts are studied for an examination and understanding of style. A study of art of Europe, Egypt, and the Near East from the Prehistoric Period through the Middle Ages. craftsmanship, and cultural function. This course is the first in a three-quarter sequence but may be taken out of sequence.

ART 128 History of Western Art II 5 Credit(s)
A study of art of Europe and Early America from the fourteenth through the eighteenth centuries. Architecture, sculpture, painting, and crafts are studied. Special attention is given to the theme of the changing role of the artist. This course is the second in a three-quarter sequence but may be taken out of sequence.

ART 129 History of Western Art III 5 Credit(s)
A study of art of Europe and the U.S. made during the nineteenth and twentieth centuries. Architecture, sculpture, painting, printmaking and the photo arts, are studied. Influences of the past, combined with the rapid technological and cultural changes of the Modern Age, are explored to develop an understanding of the art of our own times. This course is the third in a three-quarter sequence but may be taken out of sequence.

ART 130 Painting I 4 Credit(s)
Exploration of the various methods of painting. Emphasis on composition and presentation of acrylic paintings. Also includes appreciation and study of paintings by major artists. Lab hours required and materials to be purchased.

ART 131 Painting II 4 Credit(s)
Intermediate course for exploration of the various methods of painting. Emphasis on composition and presentation of acrylic paintings. Also includes appreciation and study of paintings by major artists. Lab hours required and materials to be purchased. Prerequisite: ART 130.

ART 132 Painting III 4 Credit(s)
Advanced course for exploration of the various methods of painting. Emphasis on composition and presentation of acrylic paintings. Also includes appreciation and study of paintings by major artists. Lab hours required and materials to be purchased. Prerequisite: Art 131—Painting II.

ART 151 Printmaking I 4 Credit(s)
Exploration of the relief, silkscreen and intaglio methods of printmaking. Materials to be purchased. Lab hours required.

ART 152 Printmaking II 4 Credit(s)
Exploration of the relief, silkscreen and intaglio methods of printmaking. Materials to be purchased. Lab hours required.

ART 153 Printmaking III 4 Credit(s)
Exploration of the relief, silkscreen and intaglio methods of printmaking. Materials to be purchased. Lab hours required.

ART 160 Pottery I 4 Credit(s)
Hand building, wheel throwing, decoration, glazing and firing of ceramic ware will be covered. Lab hours required and materials to be purchased.

ART 161 Pottery II 4 Credit(s)
Intermediate hand building, wheel throwing, decoration, glazing and firing of ceramic ware will be covered. Lab hours required and materials to be purchased. Prerequisite: ART 160.

ART 162 Pottery III 4 Credit(s)
Advance hand building, wheel throwing, decoration, glazing and firing of ceramic ware will be covered. Lab hours required and materials to be purchased. Prerequisite: ART 161.

ART 167 Sculpture I 4 Credit(s)
Experimentation in three-dimensional design with an emphasis on ceramic sculpture. Prerequisite: ART 160 or instructor permission.

ART 168 Sculpture II 4 Credit(s)
Experimentation in three-dimensional design through modeling and carving sculptural forms. Prerequisite: ART 167.

ART 169 Sculpture III 4 Credit(s)
Experimentation in three-dimensional design through modeling and carving sculptural forms. Prerequisite: ART 168.

ART 199 Special Projects 1- 5 Credit(s)
This is a course for intermediate students wishing to expand their knowledge and to develop their skills in the various fine arts media through directed individual studies. Prerequisite: Instructor permission.

ART 260 Pottery and Ceramic Sculpture IV 4 Credit(s)
Advanced hand-building, wheel throwing, decoration, glazing and firing of ceramic ware with a sculptural emphasis. Lab hours are required and materials need to be purchased. Prerequisite: ART 162

ART 261 Pottery and Ceramic Sculpture V 4 Credit(s)
Advanced hand-building, wheel throwing, decoration, glazing and firing of ceramic ware with a sculptural emphasis. Lab hours are required and materials need to be purchased. Prerequisites: ART 260.

ART 262 Pottery and Ceramic Sculpture VI 4 Credit(s)
Advanced hand-building, wheel throwing, decoration, glazing and firing of ceramic ware with a sculptural emphasis. Lab hours are required and materials need to be purchased. Prerequisites: ART 261.

ART 299 Special Topics 5 Credit(s)
This is a course for advanced students wishing to expand their knowledge and to develop their skills in the various fine arts media through directed individual studies. Students must consult with the instructor before enrolling.

Astronomy

Faculty Advisor:

Steve May

509.527.4278

steve.may@wwcc.edu

The astronomy program provides study opportunities for students interested in the physical sciences. Astronomy courses may be used to fulfill degree requirements, for transfer credit, and as a means of developing an increased understanding of the universe in which we live. Students planning to major in the sciences at a four-year institution should follow the degree requirements for the Associate in Science Degree listed in the front of this catalog.

ASTR 105 Conceptual Astronomy I 3 Credit(s)

A conceptual, introductory astronomy course dealing with subjects related to the formation of our solar system and the nature of the planets. Topics also covered include: historical developments of the science of astronomy, orbital motion and gravity, and various phenomena observed in the earth's sky. This is a non-lab course. Student may not earn credit for both ASTR 105 and ASTR 110. Prerequisite: A minimum reading level of READ 098 is recommended.

ASTR 106 Conceptual Astronomy II 3 Credit(s)

A conceptual introductory astronomy course that begins with some basic physics related to astronomical observations. These methods are then applied to the study of stars, galaxies, and ultimately the entire universe. This is a non-lab course. Student may not earn credit for both ASTR 106 and ASTR 115 or ASTR 120. Prerequisite: A minimum reading level of READ 098 is recommended.

ASTR 110 The Solar System 5 Credit(s)

An introductory course discussing subjects relating to the formation of our solar system and the nature of our sun and planets. Topics also covered include: historical development of the science of astronomy. This class includes one two-hour lab per week. Student may not earn credit for both ASTR 105 and ASTR 110. Prerequisites: MATH 065 and READ 098.

ASTR 115 Stellar Astronomy 5 Credit(s)

An introductory course on the formation, evolution, and death of stars. Our sun is used as an example of ordinary stars in their middle age. The birth of stars and the final states they may occupy at their deaths are treated extensively. Extraordinary stars, extremely massive ones, black holes, neutron stars, white dwarfs, etc., are discussed. This class includes one two-hour lab per week. Student may not earn credit for both ASTR 106 and ASTR 115. ASTR 110 is NOT a prerequisite for this course. Prerequisite: MATH 065. Suggested minimum reading level: READ 098.

ASTR 120 Galaxies, the Universe and Cosmology 5 Credit(s)

An introductory course beginning with some of the current ideas concerning the nature of galaxies, and then moving on to discussions of the universe as a whole. Topics to be covered include (all in a descriptive, predominately non-mathematical manner): general relativity and curved space time, black holes, quasars, and The Big Bang model of cosmology. This class includes one two-hour lab per week. No previous courses in astronomy are required. Student may not earn credit for both ASTR 106 and ASTR 120. Prerequisite: MATH 065. Suggested minimum reading level: READ 098.

Auto Body Repair Technology

Faculty Advisors:

David Anderson

509.527.4569

david.anderson@wwcc.edu

Dan Norton

509.527.4569

dan.norton@wwcc.edu

Industry Description: The changes in auto body repair technology have surpassed all expectations. In fact, the technology of the automobile has changed faster in the past five years than it had in the previous two decades, ensuring that the future looks great for skilled people in the collision repair field. Auto manufacturers constantly refine and change their products in response to customers' demands and governmental regulations. This means never before seen designs, new products/materials, advanced manufacturing processes, hi-tech systems, and safety features are being incorporated into each new automobile. Skilled technicians will be required to repair modern vehicles. The employment demand continues to increase throughout the nation and increasing opportunities exist for women and minorities.

Program Overview: There is a high demand for good auto body repair technicians. Automotive manufacturers have made some revolutionary changes in automobile designs. These changes have brought a new concept to the field of auto body repair, requiring proper training to restore damaged vehicles to their factory specifications in both body repair and painting. The program keeps pace with the fast-moving auto body repair industry and covers aspects of body repair and painting with an emphasis on the most up-to-date methods. Successful auto body technicians enjoy working with their hands and are meticulous in the way they carry out repair operations. Students in this program are able to work for an Associate in Applied Arts and Sciences Degree or for a certificate in units of specific interest. To be employed in today's automotive collision repair industry, technicians must have up-to-date training. Walla Walla Community College uses an I-CAR certified curriculum and is nationally certified by ASE in all five areas of instruction, as well as supporting classes, i.e. mathematics and language arts. Walla Walla Community College is the only collision repair program in the state of Washington to have this certification.

Program Options: The curriculum is designed to simulate a modern auto body repair facility. Instruction is primarily by demonstration and individual help in the shop/lab. To be eligible to receive the Associate in Applied Arts and Sciences Degree, the student must successfully complete 1750 hours of training and the appropriate 18 credits of related instruction courses.

Entrance Requirements: Students interested in receiving a degree must have a high school diploma or GED certificate. Students interested in receiving a certificate or short program endorsement in any of the given areas may start during fall, winter, or spring quarter, although it is preferable to start in the fall or winter quarter.

Other Information: The Auto Body Repair Technology program is part of the Tech Prep consortium in the State of Washington. Tech-prep credits from specific high school studies can be awarded for selected course. Contact local school counselors or Walla Walla Community College for more information. Students considering transferring should consult with an adviser in the department prior to taking courses for transfer credit. Program scholarships are available each year to assist students. Contact a program adviser to obtain an application or for more information. For additional program information including regional employment data, completion rates, student characteristics, and employment see <http://www.wtb.wa.gov/etp>.

Auto Body Repair Technology

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Auto Body Repair Technology

The curriculum is structured to prepare students for ASE certification examinations. This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Please check with your advisor prior to any substitutions.

Core courses are available each quarter but must be taken in sequence. This does not apply to recommended and/or related instruction. For the current course sequence, refer to the following web site: <http://www.wvcc.edu/programs/proftech/autobody/requirements.cfm>

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications

(R) - Human Relations (M) - Computation / Mathematics

(J) - Job Seeking Skills (L) - Leadership

Certificate (709C)

First Year

Quarter One

	<u>Credits</u>
ABT 161, Auto Body Repair and Related Subjects	10-21
WELD 141, Welding Basics*	4
OCSUP 101, Job Psychology (R)**	3
Total Credits	17-28

Quarter Two

	<u>Credits</u>
ABT 162, Auto Body Repair	17-21
OCSUP 106, Applied Mathematics (M)**	5
Total Credits	22-26

Quarter Three

	<u>Credits</u>
ABT 163, Auto Body Refinishing	17-21
OCSUP 102, Oral Communication in Workplace(O)**	3
Total Credits	20-24
Year-One Total	59-78

Degree (709)

Second Year

Quarter Four

	<u>Credits</u>
ABT 264, Unibody Rebuilding	17-21
WRITE 100, Applied Writing (W)**	3
Total Credits	20-24

Quarter Five

	<u>Credits</u>
ABT 265, Electrical/Mechanical	17-21
OCSUP 103, Job Seeking Skills (J)**	3
Total Credits	20-24

Quarter Six

	<u>Credits</u>
ABT 266, Damage Estimating and Shop Operation	17-21
AMM 299, Student Leadership (L)**	1
Total Credits	18-22
Year-Two Total	58 - 70
Total Credits	117-148

A certificate is available upon completion of the year-one requirements. A minimum of 9 credits of related instruction is required for the certificate.

When course credits are indicated as variable, students are encouraged to register for the maximum credit. This is the level recommended for effective employment preparedness.

* Any welding course 141 or above will satisfy the welding requirement.

** The following courses meet the related instruction requirements of this program (one class per category required):

(W) – BA 137, ENG 100, ENG 101, WRITE 100, WRITE 110

(O) – OCSUP 100, OCSUP 102, SPCH 100, SPCH 101

(M) – BA 112, OCSUP 106, MATH 49 or higher

(L) – BA 191, BA 192, BA 193, OCSUP 299, PSCI 125

(R) – BA 157, WMGT 192, WMGT 292, OCSUP 101, PSY 101, PSY 111

(J) – AGPR 100, BA 193, OCSUP 103, PSY 140

ABT 069 Cooperative Training 1-11 Credit(s)

The Auto Body Program covers all aspects of body repair and painting with emphasis on the most up-to-date methods. The successful body technician enjoys working with his hands and is meticulous in the way he carries out the repair operations. Students in this program will be able to work for a Certificate of Proficiency in various units of special interest.

ABT 083 Auto Body Co-op 1-21 Credit(s)

The Auto Body Program covers all aspects of body repair and painting with emphasis on the most up-to-date methods. The successful body technician enjoys working with his hands and is meticulous in the way he carries out the repair operations. Students in this program will be able to work for a Certificate of Proficiency in various units of special interest.

ABT 161 Auto Body Repair 1-21 Credit(s)

This course includes body shop safety, use of common hand tools, power tools, body hand tool operations, and body fasteners. The study of mild and high strength steel, sheet metal design, and collision damage analysis. Prerequisite: High school diploma or equivalent.

ABT 161A Auto Body Repair & Related Subjects 7-21 Credit(s)

This course is for Running Start high school students. Topics of study to include: body shop safety, use of common hand tools, power tools, body hand tool operations and body fasteners. The study of mild and high strength steel, sheet metal design, and collision damage analysis. Prerequisite: Running Start high school.

ABT 161B Auto Body Repair & Related Subjects 1-21 Credit(s)

This is an evening course which offers program basics to seasonal employees. This course includes body shop safety, use of common hand tools, power tools, body hand tool operations and body fasteners. The study of mild and high strength steel, sheet metal design, and collision damage analysis. Prerequisites: High School diploma or equivalent.

ABT 162 Auto Body Repair 1-21 Credit(s)

This course includes job planning, sheet metal repair, and metal finishing operations. Also, glass replacement, the alignment of doors, hoods, fenders, and applying body plastic filler and fiberglass repair. Prerequisite: High school diploma or equivalent.

Auto Mechanics Technology

ABT 163 Auto Body Refinishing 1-21 Credit(s)

This course includes spray painting equipment and facilities, spraying techniques, surface preparation, undercoat materials and applications, spot painting and blending, complete painting and color theory, matching fundamentals and techniques. Prerequisites: High school diploma or equivalent.

ABT 264 Unibody Rebuilding 1-21 Credit(s)

This course includes unibody and frame repair; the replacement of structural components; fundamentals of electricity; reading of wiring diagrams; chassis wiring and repairs; repairing power windows, power seats, and other accessory units. Prerequisite: High school diploma or equivalent.

ABT 265 Electrical Mechanical 1-21 Credit(s)

This course includes repair of suspension and steering systems, brake systems, air conditioning systems, cooling systems, drive trains, fuel intake and exhaust systems, and restraint systems. Four wheel alignment and corrections. Prerequisite: High school diploma or equivalent.

ABT 266 Damage Estimating and Shop Operation 1-21 Credit(s)

Introduction to procedure and sequence of writing collision damage estimates. Familiarization with body shop management. Introduction to material (physical) damage, insurance policies, and adjusting. Identification and repair procedures for plastic repair. Prerequisite: High school diploma or equivalent.

ABT 299 Student Leadership 1 Credit(s)

During this course, the student assumes the duties of body shop foreman and works directly under the supervision of the program instructor, sharing the responsibility of daily program instruction and shop management. Prerequisite: Interview with instructor.

Auto Mechanics Technology

Faculty Advisors:

Jim Haun 509.527.4693
Mike Adams 509.527.4676

jim.haun@wwcc.edu
mike.adams@wwcc.edu

Industry Description: Auto Mechanics is the application of automotive repair and servicing methods for today's technically sophisticated automobiles. Automotive technology has changed more in the past (five) years than in the previous twenty years. This has created a tremendous demand for well-trained ASE certified automotive technicians. There is a growing need for good technicians, especially since many people own more than one automobile, sports utility vehicle, and various small engine laborsaving machines. Increased demands for control of pollution and the computer technology used on today's automobiles will require technicians to be even more skilled in years to come.

Program Overview: The Auto Mechanics program at WWCC is a two-year Associate of Applied Arts and Sciences program. Training in this program emphasizes practical hands-on, work-based experience on automobiles for the development of mechanical skills and job placement. The study of automobile theory and principles, together with related subjects, aids in the preparation for this occupation.

Employment in today's automotive repair industry requires automotive technicians to be ASE certified. The Auto Mechanics Technology program is ASE and NATEF certified and prepares students for ASE certification examinations.

The structure of the Auto Mechanics curriculum allows the scheduling of all types of live auto repair projects, giving the student the opportunity to experience actual on-the-job work-based experience.

Program Options: Students in this program are able to work for an Associate Degree in Applied Arts and Sciences or for certificates or endorsements in various units of specific interest. To be eligible to receive the Associate Degree in Applied Arts and Sciences in Auto Mechanics, the student must successfully complete 1750 hours of training and the appropriate 18 credits of related instruction courses.



Entrance Requirements: Students interested in receiving an AAAS degree must have a high school diploma or GED certificate. Although it is preferable to start in the fall or winter quarters, students interested in receiving a certificate or endorsement in any of the given areas may start during fall, winter, or spring quarters.

Other Information: The Auto Mechanics program maintains an active Skills USA (VICA) student leadership organization and is part of the Tech-Prep consortium in the State of Washington. Tech-prep credits from specific high school studies can be awarded for selected courses. Contact local school counselors or Walla Walla Community College for more information. Students considering transferring should consult with an adviser in the automotive department prior to taking courses for transfer credit. Program scholarships are available each year to assist students. To receive an application or for more information, contact the Automotive Technology program advisor. For additional program information including regional employment data, completion rates, student characteristics, and employment see <http://www.wtb.wa.gov/etp>.

Auto Mechanics Technology

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Auto Mechanics

The curriculum is structured to prepare students for ASE certification examinations. This schedule lists all courses required for degree completion, but the actual order and specific coursework may vary depending on student placement, start date and quarter. Please check with your advisor prior to any substitutions.

Core courses are available each quarter but must be taken in sequence. This does not apply to recommended and/or related instruction. For the current course sequence, refer to the following web site: <http://www.wvcc.edu/programs/proftech/autotech/requirements.cfm>

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications
(R) - Human Relations (M) - Computation / Mathematics
(J) - Job Seeking Skills (L) - Leadership

Certificate (712C)

First Year

Quarter One

	Credits
AMM 141, Auto Related Industry	17-21
OCSUP 106, Applied Math (M)**	5
Total Credits	22-26

Quarter Two

	Credits
AMM 142, Auto Electric and Auxiliary Systems	17-21
WRITE 100, Applied Writing (W)**	3
Total Credits	20-24

Quarter Three

	Credits
AMM 143, Ignition Systems/Basic Air Conditioning and Wheel Alignment Theory	17-21
OCSUP 101, Job Psychology (R)**	3
Total Credits	20-24
Year-One Total	62 - 74

Degree (712)

Second Year

Quarter Four

	Credits
AMM 244, Automotive Engine Rebuilding	17-21
OCSUP 102, Oral Communication in Workplace (O)**	3
Total Credits	20-24

Quarter Five

	Credits
AMM 245, Automatic Transmissions, Manual Transmissions and Differentials	17-21
OCSUP 103, Job Seeking Skills (J)**	3
Total Credits	20-24

Quarter Six

	Credits
AMM 246, Brake Systems, Air Conditioning and Suspension	17-21
AMM 299, Student Leadership (L)**	1
Total Credits	18-22
Year-Two Total	58-70
Total Credits	120-144

* Prerequisite to entering second year of program: Any welding course WELD 141, Welding Basics (4 credits) or above will satisfy the welding requirement.

A certificate is available upon completion of the year-one requirements. A minimum of 9 credits of related instruction is required for the certificate.

When course credits are indicated as variable, students are encouraged to register for the maximum credit. This is the level recommended for effective employment preparedness.

** The following courses meet the related instruction requirements of this program (one class per category required):

(W) – WRITE 100, WRITE 110, ENG 100, ENG 101, BA 137

(O) – SPCH 100, SPCH 101, OCSUP 100, OCSUP 102

(M) – BA 112, OCSUP 106, MATH 049 or higher

(L) – AMM 299

(R) – PSY 101, OCSUP 101

(J) – PSY 140, OCSUP 103

AMM 083 Auto Mechanics Cooperative 15 Credit(s)

Students are placed on jobs to refine work ethics and explore future career interests while enrolled in related classroom instruction. Prerequisites: Completed AMM 141-AMM 245.

AMM 141 Auto Related Industry 1-21 Credit(s)

Introduction to the auto mechanics repair industry. Includes shop safety; handling and storing of hazardous materials; operation of typical shop equipment; micrometer reading; drills, taps, and dies; vehicle components; terminology; fuel system fundamentals; carburetion and fuel injection.

AMM 141A Auto Related Industry for High School Students 1-21 Credit(s)

Provides high school students an introduction to the auto mechanics repair industry. Includes shop safety; handling and storing of hazardous materials; operation of typical shop equipment; micrometer reading; drills, taps, and dies; basic servicing, and repair procedures in a lab/shop environment. Prerequisite: Running Start high school.

AMM 141B Auto Related Industry 1-21 Credit(s)

Evening introductory class for students entering the automotive industry. Includes shop safety; hazardous materials; hand and power tools; fastener identification; drill, tap, and die project; and basic hands-on preventive maintenance servicing.

AMM 141C Auto Related Industry 1-21 Credit(s)

Provides students involved in the evening program with an introduction to automotive servicing procedures and techniques. Includes presentations and practical application of oil and filter changing; vehicle safety checks; proper operation of accessories; repacking wheel bearings; tire servicing, rotation, mounting, and balancing; battery service, load testing, and charging; minor repair of electrical circuits; and minor engine tune-up.

AMM 142 Auto Electric and Auxiliary Systems 1-21 Credit(s)

Instruction in basic electricity and electrical theory. Includes amp flow, voltage, resistance, Ohms Law, electrical circuits, reading wiring diagrams, meter reading, emphases on diagnosis and repair of electrical systems and components.

AMM 143 Ignition Systems/Basic Air Conditioning and Wheel Alignment Theory 1-21 Credit(s)

Instruction in the automotive ignition system, air conditioning, and wheel alignment fundamentals. Includes solid state, distributorless, and

computerized systems with an emphasis on diagnosis/repair using scan tools, oscilloscopes, and DVOM. Also presented are the areas of basic air-conditioning theory and system repair, suspension and four-way alignment theory, and tire mounting/wheel balancing. Prerequisite: AMM 142.

AMM 199 Specials Topics 1-21 Credit(s)

Advanced training in specialized automotive areas for students who have completed AMM 247. Enrollment only by prior arrangement with instructor. Prerequisite: AMM 247.

AMM 244 Auto Engine Rebuilding 1-21 Credit(s)

Instruction in the disassembly, inspection, and reassembly of the gasoline internal combustion engine. Hands-on applications including emphasis on disassembly and inspection; micrometer wear measurement of cylinders, crank/cam shaft, and pistons; valve grinding; installing rod/main bearings, pistons, and rings.

AMM 245 Automatic/Manual Transmissions and Differentials 1-21 Credit(s)

Instruction on the theory and repair of automatic and manual transmissions, differentials with emphasis on diagnostic procedures, identifying drivability problems, and completing repairs. Prerequisite: AMM 143.



AMM 246 Brake Systems, Advanced Air/Conditioning and Suspension/Alignment Diagnostics 1-21 Credit(s)

Instruction in brake system theory and repair, heating/air-conditioning, and suspension/four-way alignment. Emphasis on the repair/diagnostics of drum, disc, and anti-lock brake systems; problem solving; wheel alignment; air-conditioning; and drivability problems. Prerequisite: AMM 143.

AMM 247 Advanced Auto Mechanics 1-21 Credit(s)

Specialized training for advanced students in a pre-determined specific area of automotive repair. Designed to be flexible to meet the specific goals of the student. Enrollment only by prior arrangement between student and instructor. Prerequisites: Completion of AMM 141-AMM 246.

AMM 299 Student Leadership 1 Credit(s)

While under the supervision of the program instructor, students assume the responsibilities of a working shop foreman in an auto mechanical repair shop and share responsibility for program instruction and shop management. Prerequisites: AMM 141-AMM 245.

Biology

Faculty advisers:

Lori Loseth	509.758.1710 - Clarkston	lori.loseth@wwcc.edu
Mike Mahan	509.527.4692	mike.mahan@wwcc.edu
Steve Shoemake	509.527.4643	steve.shoemake@wwcc.edu
Peter vanDyke	509.527.4347	peter.vandyke@wwcc.edu

Courses in biological sciences help students develop an understanding of scientific facts and principles relating to life and life processes. These course are designed to prepare students for a successful transition into the biological sciences curriculum of a baccalaureate institution, to provide students with courses that satisfy general education requirements, and to support the curriculum of certain professional-technical programs.

Students planning to major in the sciences at a four-year institution should follow the degree requirements for the Associate in Science Degree listed in the front of this catalog. The Clarkston campus may not offer courses in the same quarter as noted in the description.

Associate in Science Degree-Biology

Recommended Two-Year Schedule Option A

(For other degree information, students should check with their advisors, with the staff of the transfer center, and with the college catalog degree guidelines. Students should also note that it is extremely important to begin sequential courses in the fall since those courses typically are offered in only one quarter each year.)

First Year

Fall	Credits
MATH 109, Precalculus I	
or 124, Calculus with Analytic Geometry I	5
CHEM 121, General Chemistry I	5
ENG 101, English Composition I	5
Physical Education Elective (HPER or DANCE)	1
Total Credits	16

Winter

Winter	Credits
MATH 110, Precalculus II	
or 125, Calculus with Analytic Geometry II	5
CHEM 122 General Chemistry II	5
Social Sciences Elective	5
Total Credits	15

Spring

Spring	Credits
MATH 201, Statistics	
or 126, Calculus with Analytic Geometry III	5
CHEM 123 General Chemistry III	5
BIO 151, Cell Biology	5
Physical Education Elective (HPER or DANCE)	1
Total Credits	16

Second Year

Fall	Credits
MATH 124, Calculus with Analytic Geometry I	
or Elective (if MATH 124 is completed)	5
SPCH 101, Fundamentals of Speech	3
Science Elective (PHYS 121 OR 201 recommended)	5
Humanities Elective	5
Total Credits	18

Winter

Winter	Credits
BIO 152, General Botany	5
Science Elective (PHYS 122 OR 202 recommended)	5
MATH 125, Calculus with Analytic Geometry II	
or Elective (if MATH 125 is completed)	5
Total Credits	15

Biology

Spring	Credits
BIO 153, General Zoology	5
Humanities or Social Sciences Elective	5
Physical Education Elective (HPER or DANCE)	1
Elective (PHYS 123 OR 203 recommended)	2-5
Total Credits	13 - 16
Total Credits	93-96

Schedule for Degree Completion:

Biology

Recommended two-year schedule (Option A). For other degree information, students should check with their advisors, transfer center staff, and college degree guidelines. Students should also note that it is extremely important to begin sequential courses in the fall since those courses are typically offered one quarter per year.

For transfer information at specific institution and/or programs consult with your advisor.

BIO 105 Exploring Biology I 3 Credit(s)

Focuses on the underlying principles of living organisms. Molecules, cell structure and function, metabolism, energy, cell division, DNA, inheritance, and proteins are topics covered at the cellular level. Microevolution, macroevolution, populations and communities, and ecosystems are topics covered at the organism level.

BIO 106 Exploring Biology II 3 Credit(s)

Provides a survey of the living world and begins with the general characteristics of viruses, bacteria, protists, fungi, plants, and animals. The remainder of the course focuses on the physiology and systems of plants and animals.

BIO 110 Survey of Biology 5 Credit(s)

Developed around central themes in contemporary biology, this course emphasizes ecology, genetics, evolution and the diversity of life. Units on cells, plants, and animals illustrate the characteristics of living organisms and basic life processes. Discussions of recent advances in biology and the problems incurred will be included. This course is primarily intended for undecided or non-science students. There are four lectures and one two-hour lab per week.

BIO 120 The Biology of Human Organism 5 Credit(s)

Evolution, ecology, nutrition, the functioning of cells, tissues, and the major organ systems will form the core of this class. Emphasis on providing the student with sufficient background to make informed decisions relating to the biological aspects of the human body. This class is designed primarily for the non-science major. Lecture is supported by video presentations, dissections, possible field trips and outside speakers. Four lectures and two hours of lab per week. THIS CLASS DOES NOT FULFILL THE REQUIREMENTS FOR THE NURSING PROGRAM.

BIO 121 Biology of Women 3 Credit(s)

Designed to examine biological issues related to the distinctive anatomical and physiological characteristics and qualities of women. Student may not earn credit for both WST 121 and BIO 121.

BIO 130 Modern Ecology 5 Credit(s)

Study of the interrelationships of organisms with their environment. General ecological principles are applied to contemporary problems such as pollution, endangered species, energy shortages, and over-population. Field trips and lab exercises support lecture discussions. Four lectures and one two-hour lab per week. Suggested minimum reading level: READ 098.

BIO 140 Genetics and Society 3 Credit(s)

The study of genetics as it relates to current issues, the history of genetics, genetic engineering, medical, agricultural, and population genetics and ecology.

BIO 151 Cell Biology 5 Credit(s)

An introduction to the study of the cell, the basic component of all living organisms. This class is intended to provide a solid background for students planning to take advanced biology courses in order to enter pre-professional programs in biology. Emphasis is on cell chemistry, structure, metabolism, energetics, cell division and genetic principles. The basics of DNA technology are also covered. BIO 151 is a prerequisite for Microbiology and Human Anatomy and Physiology.

BIO 152 General Botany 5 Credit(s)

Introduces basic structure and function of stems, roots, leaves, flowers, fruits, and seeds. Growth, hormones, plant movements, photosynthesis, genetics, plant breeding, plant taxonomy, and a survey of the kingdoms Protista, Fungi, and Plantae are included. Prerequisite: BIO 110 or BIO 151.

BIO 153 General Zoology I 5 Credit(s)

General structure and classification of animals followed by a more detailed treatment of the anatomy, physiology and behavior of each of the invertebrate phyla. Lectures are supported by dissections, experiments, and field trips. Offered every other year in winter quarter. Prerequisite: BIO 110, BIO 151, or equivalent.

BIO 160 Biological Events in History 3 Credit(s)

This course will examine historical events from biological and ecological perspectives. Many important events in history are based on interactions between humans and other types of living organisms. A few of the topics that will be covered in this course include the Irish potato famine, bubonic plague, and small pox.

BIO 170 Equine Biology 3 Credit(s)

Focus of this course is on the structure and function of the horse. It covers a variety of topics that include units on the skeletal, muscular, digestive, and reproductive systems. It will also cover nutrition, health care, emergency aid, and disease prevention.

BIO 202 General Zoology II 5 Credit(s)

The biology and classification of vertebrate animals followed by units on comparative animal physiology, genetics and evolution. Lectures are supported by dissection, experiments, and field trips. Four lecture and one two-hour lab a week. Prerequisite: BIO 110, BIO 151, or BIO 201.

BIO 210 Human Anatomy and Physiology I 5 Credit(s)

Study of the structure and function of the human body. This course includes the following topics: introduction to the human body, histology, skeletal system, muscle system, and nervous system. Methods include mammalian dissections, model study, microscopy, lectures and multi-media presentations. Four hours of lecture and two hours of lab per week. Prerequisite: BIO 151.



BIO 211 Human Anatomy and Physiology II 5 Credit(s)

Study of the structure and function of the human body. This course includes the following systems: endocrine, cardiovascular, respiratory, digestive, urinary. Mammalian dissections, tissue and fluid analyses, and microscopic histologic observations are emphasized in the lab. Four hours of lecture and one two-hour lab per week. Prerequisites: BIO 151 and BIO 210.

BIO 212 Human Anatomy and Physiology III 5 Credit(s)

Study of the structure and function of the human body. This course includes the following topics: reproductive system, embryology, special senses, lymphatic and immune system, metabolism, and fluids and electrolytes. Four hours of lecture and two hours of lab per week. Prerequisites: BIO 210 and BIO 211.

BIO 221 Survey of Plant Identification 5 Credit(s)

An introductory course in plant identification with emphasis on plants native to Eastern Washington. Techniques of collection, preservation, mounting, and flora identification through use of plant identification keys will be applied. Basic botany principles related to the structure and function of a typical flowering plant will be introduced. Prerequisite: BIO 220 or AGPR 114.

BIO 230 Microbiology 5 Credit(s)

Study of the general biology of microorganisms and their classification, morphology, and physiology with emphasis on the importance of microorganisms causing infectious diseases. Immunology will be discussed as it pertains to the microorganisms. Culturing and characterization of microorganisms are the focus of the lab. Prerequisite: BIO 151 or equivalent.

Business and Management

Faculty Advisor:

Stephen M. Peters 509.527.4236

stephen.peters@wwcc.edu

Industry Description: The nation's businesses are a part of an economic system that contributes to our society's standard of living and quality of life. Businesses provide the necessities of life such as food, clothing, housing, and medical care. Businesses also provide an avenue to achieve the American dream, "the harder you work the better off one will become". Currently the United States has some 11 million millionaires and 270 billionaires. The path to the "dream" includes working for others or starting your own business. Consequently this field of study has many and varied job opportunities.

Program Overview: The Business and Management program offers courses in the technology and skills necessary for employment and preparation for advancement in the business management environment. These skills have been identified by the Secretary of Labor's Commission on Achieving Necessary Skills (SCANS). The five Scans competencies students will be expected to master are: (1) resource skills (the ability to allocate time, money, materials, space and staff); (2) Interpersonal skills, (the ability to work on teams, teach others, serve customers, lead, negotiate and work well with people from culturally diverse backgrounds); (3) Information ability, (the ability to acquire, and evaluate data, interpret and communicate, and use computers to process information); (4) Systems understanding, and (5) Technology ability. Students will be prepared to own their own business, work in a leadership role for others or transfer to a four year institution. Program content and relevance are maintained with the input from an advisory committee and state and national standard bodies.

Program Options: Within the Business and Management program there are several degree options. The Associate in Applied Arts and Sciences is a professional technical degree offered at the completion of a two-year course of study. The Associate in Arts Degree with an emphasis in Business and Management, prepares the student for a continued education at a baccalaureate institution. Students wanting to transfer need to contact the institution of interest for additional information and requirements for their field of interest. There is also a one-year certificate degree in Business and Management.

Entrance Requirements: Students can begin their course of study in this program at any time. However, because of course sequencing and class prerequisites, it is preferable to begin in the fall quarter. Students interested in receiving an AAAS Degree in Business and Management or the Associate in Art Degree must have a high school diploma or a GED Certificate.

Additional Information: Students transferring into one of the Business Programs from another program should have their previous transcripts from that institution evaluated by an advisor at WWCC to determine which classes are allowed toward the business program. Before entering the program all students need to secure an advisor within the Business Department and become familiar with the program requirements.

Business

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Business and Management

This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Please check with your advisor prior to any substitutions.

Core courses are available each quarter but must be taken in sequence. This does not apply to recommended and/or related instruction.

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications
(R) - Human Relations (M) - Computation / Mathematics
(J) - Job Seeking Skills (L) - Leadership

Certificate (502C)

First Year

Quarter One

	<u>Credits</u>
ACCT 201, Principles of Accounting I	5
BA 081, Cooperative Work Experience I	2
BA 191, Business Leadership	3
BA 210, Marketing	5
CT 121, Computer Software Principles	5
Total Credits	20

Quarter Two

	<u>Credits</u>
BA 082, Cooperative Work Experience II	2
BA 192, Business Leadership II (L)**	3
BA 215, Advertising	5
BA 217, Computer Software Applications	5
Total Credits	15

Quarter Three

	<u>Credits</u>
BA 137, Business Communications II (W)**	5
BA 189, Principles of Management	5
BA 197, E-Commerce: A Business Perspective	5
Business Elective*	5
Total Credits	20
Year-One Total	55

Degree (502)

Quarter Four

	<u>Credits</u>
BA 083, Cooperative Work Experience III	2
BA 102, Customer Service	5
BA 112, Business Mathematics (M)**	5
BA 187, Principles of Selling	5
BA 193, Business Leadership III (J)**	3
Total Credits	20

Quarter Five

	<u>Credits</u>
BA 153, Economic Survey	5
BA 287, Retailing	5
SPCH 101, Fundamentals of Speech (O)**	3
Total Credits	13

Quarter Six

	<u>Credits</u>
BA 091, Cooperative Work Experience IV	2
BA 101, Introduction to Business	5
BA 157, Human Relations in Business (R)**	5

BA 291, Business Leadership IV	3
Total Credits	15
Year-Two Total	48
Total Credits	103

A certificate is available upon completion of the year one requirements. A minimum of 9 credits of related instruction is required for the certificate.

* Any BA, ACCT or DIT course over 100 level that is not required for this program will be accepted for the Business Elective credit.

** The following courses meet the related instruction requirements of this program (one class per category required):

(W) – BA 137
(O) – SPCH 100, SPCH 101, OCSUP 100, OCSUP 102
(M) – BA 112
(L) – BA 192
(R) – BA 102, BA 157
(J) – BA 193

BA 081 Cooperative Work Experience I 1-5 Credit(s)
Students enrolled in co-op are employed in occupations directly related to career choices; consequently, work experience becomes a practical laboratory for reinforcing in-school occupational education. Students earn both pay and college credit for work. Prerequisites: Co-enrollment in related business leadership class and coordinator permission.

BA 082 Cooperative Work Experience II 1-5 Credit(s)
Students enrolled in co-op are employed in occupations directly related to career choices; consequently, work experience becomes a practical laboratory for reinforcing in-school occupational education. Students earn both pay and college credit for work. Prerequisites: Co-enrollment in related business leadership class and coordinator permission.

BA 083 Cooperative Work Experience III 1-5 Credit(s)
Students enrolled in co-op are employed in occupations directly related to career choices; consequently, work experience becomes a practical laboratory for reinforcing in-school occupational education. Students earn both pay and college credit for work. Prerequisites: Co-enrollment in related business leadership class and coordinator permission.

BA 091 Cooperative Work Experience IV 1-5 Credit(s)
Students enrolled in co-op are employed in occupations directly related to career choices; consequently, work experience becomes a practical laboratory for reinforcing in-school occupational education. Students earn both pay and college credit for work. Prerequisites: Co-enrollment in related business leadership class and coordinator's permission.

BA 092 Cooperative Work Experience 1-5 Credit(s)
Students enrolled in co-op are employed in occupations directly related to career choices; consequently, work experience becomes a practical laboratory for reinforcing in-school occupational education. Students earn both pay and college credit for work. Prerequisites: Co-enrollment in related business leadership class and coordinator's permission.

BA 093 Cooperative Work Experience 1-5 Credit(s)
Students enrolled in co-op are employed in occupations directly related to career choices; consequently, work experience becomes a practical

laboratory for reinforcing in-school occupational education. Students earn both pay and college credit for work. Prerequisites: Co-enrollment in related business leadership class and coordinator's permission.

BA 101 Introduction to Business 5 Credit(s)

A survey for individuals who have a limited background in business. Introduces students to various environment issues that businesses operate within, including the history of business, typical forms of business, accounting, management styles, and marketing elements. Fulfills a social science requirement.

BA 102 Customer Service 5 Credit(s)

An overview of the many skills that make up effective customer service, including customer behavior, determining customer needs, handling difficult customers, selling customer services, encouraging customer loyalty, and practicing service recovery.

BA 112 Business Mathematics 5 Credit(s)

Develops competency in common business calculations for use in financial decision making, including percentages, trade and cash discounts, markups/markdowns, simple and compound interest, banking, and the discount process. Performing calculations with the aid of a calculator and creating spreadsheet formulas to solve problems using Excel. Good basic math skills or MATH 049 recommended.

BA 136 Business Communications I 5 Credit(s)

Comprehensive review of correct language usage and structure for the business world which covers grammar, punctuation, homonyms, business vocabulary, and frequently misspelled words. Grammar assessment is given. Prerequisite: English skills level at ENG 089.

BA 137 Business Communications II 5 Credit(s)

Writing business letters, memos, and reports for effective business communications as well as vocabulary development, report preparation, and oral presentation of projects. Prerequisite: BA 136.

BA 153 Economic Survey 4 Credit(s)

Students develop the background necessary to conduct a marketing research project, including the tools of research, planning and design, methodologies of research design, and presenting the results of research. Completion of BA 210 recommended but not required.

BA 154 Economic Survey II 4 Credit(s)

Using information from BA 153, students plan a research project that includes describing problem(s) to be solved, reviewing related literature, deciding on statistical method that will be used, selecting the style and format of the research, conducting the research, and writing the research report. Prerequisite: BA 153.

BA 157 Human Relations in Business 5 Credit(s)

Students assess and develop human relations skills through a skill building approach with an emphasis on self-esteem and maintaining positive attitudes. Includes understanding human relations, behavior, and performance; diversity in personality and learning styles; perception; attitudes; values; communication skills; motivation; leadership; transactional analysis; assertiveness and conflict resolution; power, politics, and ethics; teams; problem solving and decision making, change; productivity and participative

management. Prerequisite: Mandatory reading level at READ 088.

BA 158 Problem Solving in Human Relations in Business 5 Credit(s)
Problem solving and decision making by using a step-by-step flow-chart process for simple to complex problems in human relations. Develops critical and analytical thinking skills for solving problems by using tools which are applied to new and unfamiliar situations and problems. Tools: PMI (Pluses, Minus, Interesting), CAF (Consider All Factors), C&S (Consequences and Sequel), AGO (Aims, Goals, Objectives), FIP (First Important Priorities), APC (Alternatives, Possibilities, Choices), OPV (Other People's Views), EBS (Examine Both Sides), ADI (Agreement, Disagreement, Irrelevance). Prerequisite: BA 157.

BA 160 Merchandise Display 5 Credit(s)

In-store and window displays, their importance to businesses as well as the techniques used in producing such displays. Students are expected to work with selected businesses that have agreed to let students construct in-store and window displays. Local field trips to evaluate various business displays.

BA 187 Principles of Selling 5 Credit(s)

Develops skills in making sales presentations and provides background in techniques for profiling customers, demonstrating the understanding of FAB and AIDA, the use of visuals to make presentations, the types of sales presentations, and when one might use those presentations.

BA 189 Principles of Management 5 Credit(s)

The functions of management, skill levels necessary for the future, TQM, the basic principles of management, leadership traits, and organizational structures. Students use their problem-solving skills in meeting classroom managerial situations. To help students develop these skills, the course examines individuals who have provided theories relating to the management of people.

BA 191 Business Leadership I 3 Credit(s)

This course covers the fundamentals of leadership that can be used by anyone, no matter what role or position he or she occupies. Contrasts the traditional roles of a manager with the traditional ways in which leaders handle the same functions or situations.

BA 192 Business Leadership II 3 Credit(s)

The instructor assigns Occupational Presentation Skill Development topics for exploration and development with an emphasis on creating effective presentations. Students are expected to use different resources available, including technology.

BA 193 Business Leadership III 3 Credit(s)

Students select and perform a community improvement project with the following in mind: determining community needs and how needs are related to the overall strength of the community, gaining an appreciation for 'giving back,' and how this activity relates to today's businesses.

BA 194 Entrepreneurship Development 5 Credit(s)

Develops students' analytical and critical skills in reviewing the steps for opening a business and requires that students complete a business plan clearly evaluating and illuminating the opportunity for entrepreneurial success.

Business/Career Exploration/Carpentry

BA 197 Electronic Commerce: A Business Perspective 5 Credit(s)

This course will identify the principle components of electronic commerce. The course will review the critical areas of electronic business interactions, how the internet works, security considerations on professional services can be made over the internet, forms of payment, and the key elements of an electronic commerce business plan.

BA 210 Marketing 5 Credit(s)

The relevance of marketing in the modern economy, including the functions of marketing, customer understanding, TQM, opportunity analysis, and the marketing mix.

BA 215 Advertising 5 Credit(s)

The course is organized around the framework that advertising is an integral part of communication and marketing and explores important topics such as social, ethical, and economic issues and the influence of government and industry regulations. Also explores the elements of campaign planning and execution with construction of the advertising plan, the use of strategic research, setting objectives, and targeting marketing.

BA 217 Computer Software Applications 5 Credit(s)

The application of various software currently used in home and work environments. Students learn how to determine the appropriate software to complete a given task and how to integrate the use of several software programs to complete a given task efficiently. Emphasis on the application of software principles in word processing, spreadsheets, databases, presentations, and file management. The second of two classes that aid in the preparation for the MOUS certification test. Students pursuing a career involving computer use are advised to take this course. Prerequisite: CT 121.

BA 251 Introduction to Business Law I 5 Credit(s)

Introduction to law with an analysis of its origin and development and its interaction with business, including legal procedures, principles of contract law, agency, negotiable instruments, constitutional authority, business tort, product liability, intellectual criminal law, and principles of contract law.

BA 252 Introduction to Business Law II 5 Credit(s)

A continuation of BA 251 that emphasizes the Uniform Commercial Code, sales and leases, negotiable instruments, secured transactions and bankruptcy, agency and business organizations, employment laws, wills, property, basic legal research, and related topics. Prerequisite: BA 251.

BA 287 Retailing 5 Credit(s)

Study of retail consumers and why, what, and when they buy through the study of topics such as reasons for site location, merchandising mix for the store, display, advertising, profit margin analysis, the merchandise plan (Open to Buy), markups/downs, and stock turnover analysis.

BA 291 Business Leadership Seminar IV 3 Credit(s)

Develops the skills students need to write an effective, interesting, and attractive cover letter and resume that will secure an interview with an employer.

BA 292 Business Leadership Seminar V 3 Credit(s)

Critical and analytical thinking development that is designed to measure student's ability to analyze, understand, and draw conclusions from a group of conditions and relations. Students establish their skill level initially, then develop a program to increase their abilities in identified areas.

BA 293 Business Leadership Seminar VI 3 Credit(s)

Students select and perform a community improvement project with the following in mind: determining community needs and how these are related to the overall strength of the community, gaining an appreciation for "giving back," and how this activity relates to businesses of today.

Career Exploration

This is an instructional program that describes how to develop individuals' abilities to assess decisions affecting their lives and making life choices consistent with needs and beliefs.

CWE 190 Career Exploration 5 Credit(s)

An instructional course that describes how to develop individuals' abilities to assess decisions affecting their lives and making life choices consistent with needs and beliefs.

Carpentry

Faculty Advisors:

Larry Harding	509.520.5758	larry.harding@wwcc.edu
Phil Kepler	509.758.1727 – Clarkston	phil.kepler@wwcc.edu

Industry Description: The Carpentry program teaches students modern construction techniques and the use of the latest materials.

Program Overview: The Carpentry program works in conjunction with the WWCC Foundation each year to select a building site, develop house plans and establish a budget for building one house during the academic school year. On-site instruction includes excavation, footings, foundations, wall framing, trusses, sheathing, tool safety and roofing during the first quarter.

Additional skills throughout the year include:

- Exterior Finish
- Insulation
- Installing Sheetrock
- Blueprint Reading
- Carpentry Math
- Estimating Costs
- Architectural Symbols
- Scheduling Sub-Contractors
- Preparation of Journeyman Examination
- Door Frames
- Interior Wall Finish
- Window, Door, Closet Framing
- Installation of Cabinets
- Use of Level and Transit
- Types of Fasteners
- Working with Sub-Contractors
- Painting

Program Options: Completion of this two-year program will enhance the student's ability to pass the journeyman carpenter examination. Students will be able to work toward an Associate Degree in Applied Arts and Sciences or for a certificate of proficiency in units of specific interest.

Entrance Requirements: High school diploma or GED required, or diploma in progress.

Other Information: All construction work expected of carpenters is completed by students. Electricians, plumbers, and heating/air conditioning technicians and concrete flat work sub-contractors are hired to assist in meeting strict building codes, often assisted by refrigeration/air conditioning students enrolled at WWCC.

For additional program information including regional employment data, completion rates, student characteristics, and employment see <http://www.wtb.wa.gov/etp>.

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Carpentry

This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Please check with your advisor prior to any substitutions.

Core courses are available each quarter but must be taken in sequence. This does not apply to recommended and/or related instruction. For the current course sequence, refer to the following web site: <http://www.wvcc.edu/programs/proftech/carp/requirements.cfm>

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

- (W) - Written Communications (O) - Oral Communications
(R) - Human Relations (M) - Computation / Mathematics
(J) - Job Seeking Skills (L) - Leadership

Certificate (745C)

First Year

Quarter One	Credits
CARP 181, Introduction to Carpentry*	17-20
MATH 049, Mathematics I (M)**	5
Total Credits	22-25

Quarter Two	Credits
CARP 182, On Site Work: Exterior Finish	17-20
OCSUP 102, Oral Communication in Workplace (O)**	3
Total Credits	20-23

Quarter Three	Credits
CARP 183, On Site Work: Interior Finish	17-20
OCSUP 103, Job Seeking Skills (J)**	3
Total Credits	20-23
Year-One Total	62-71

Degree (745)

Second Year

Quarter Four	Credits
CARP 284, Advanced Work in Layout	17-20
WRITE 100, Applied Writing (W)**	3
Total Credits	20-23

Quarter Five	Credits
CAPR 285, Advanced Blueprint Reading II	17-20
OCSUP 101, Job Psychology (R) **	3
Total Credits	20-23

Quarter Six	Credits
CARP 286, Advanced Work on Site	17-20
CARP 299, Student Leadership (L)**	1
Total Credits	18-21
Year-Two Total	58- 67
Total Credits	120-138

A certificate is available upon completion of the year-one requirements. A minimum of 9 credits of related instruction is required for the certificate.

* CARP 187 will consist of one quarter, and may be substituted for one of the existing classes numbered CARP 181 through

CARP 186 as lab activities become available.

** The following courses meet the related instruction requirements of this program (one class per category required):

(W) – ENG 100, ENG 101, WRITE 100, WRITE 110

(O) – SPCH 100, SPCH 101, OCSUP 100, OCSUP 102

(M) – BA 112, OCSUP 106, MATH 49 or higher

(L) – CARP 299

(R) – OCSUP 101, PSY 101

(J) – OCSUP 103

CARP 078 Cooperative Training (Carpentry) 1-11 Credit(s)

Cooperative training creates an opportunity for the student to work in an environment relative to the training received. It also helps the student become aware of jobs and skills involved in the instruction field.

CARP 181 Introduction to Carpentry 1-20 Credit(s)

Introduction to the carpentry field. On-site work that includes excavation, footings, foundations, wall framing, trusses, sheathing, and tool safety. Prerequisite: High school diploma or GED, or diploma in progress.

CARP 182 On Site Work: Exterior Finish 1-20 Credit(s)

On-site work: exterior finish, roofing, insulation, sheetrock, taping, and texture. Classroom subjects: Blueprint Reading I and math. Prerequisite: CARP 181.

CARP 183 On-Site Work: Interior Finish 1-20 Credit(s)

On-site work: installation of door frames, doors, interior wall finish, window and door trim, installation of cabinets and floor covering. Prerequisite: CARP 182.

CARP 199 Special Topics 1-15 Credit(s)

This course will allow students to acquire additional experiences in a supervised lab setting. Students will perform hands-on tasks on carpentry related projects.

CARP 284 Advanced Work in Layout 1-20 Credit(s)

Advanced work in layout of building, roof framing, and use of level and transit. Estimating materials for site, study of concrete types and their importance in the trade, and types of fasteners and their uses. Prerequisite: CARP 183.

Carpentry/Chemistry

CARP 285 Advanced Blueprint Reading II 1-20 Credit(s)
Students learn the definitions of architectural symbols; to understand plumbing, electrical, heating, ventilation, and air conditioning (HVAC) systems and applications; the layout and construction of chimney and fireplaces. Prerequisite: CARP 284.

CARP 286 Advanced Work on Site 1-20 Credit(s)
Advanced work on site. Observation of related trades — electrical, sheet metal, plumbing, etc. Study of door, window, and hardware schedule. Preparation for journeyman examination. Includes employment opportunities and job preparation. Prerequisite: CARP 285.

CARP 299 Student Leadership 1 Credit(s)
The student assumes the responsibilities of a foreman in construction. Student works directly under the instructor and is responsible for daily records, time cards, and overseeing all work in progress at the assigned time. Acquaints the student with the responsibilities of construction-site leadership. Prerequisite: CARP 286.

Chemistry

Faculty Advisors:

Theodore Richerzhagen 509.527.4654

ted.richerzhagen@wwcc.edu

Chemistry, along with mathematics, provides much of the common vocabulary, facts, and tools necessary for success in any area of science. Ultimately, most of the phenomena in the biological, geological, physical, environmental, and medical sciences can be expressed in terms of the chemical and physical behavior of atoms and molecules. Because of chemistry's key role, one or two years of chemistry are essential for students planning careers in the sciences. Majors in chemistry are well prepared to pursue careers in a wide variety of allied fields as well as in chemistry. Since most students taking chemistry will not become chemistry majors, the primary goal for the department is to aid students in successful entry into subsequent courses and careers.

Students planning to major in the sciences at a four-year institution should follow the degree requirements for the Associate in Science Degree listed in the front of this catalog.

Associate in Science Degree-Chemistry

Two-Year Program Option A

(For other degree information, students should check with their advisors, with the staff of the transfer center, and with the college catalog degree guidelines. Students should also note that it is extremely important to begin sequential courses in the fall since those courses typically are offered in only one quarter each year.)

First Year

Fall	Credits
CHEM 121, General Chemistry I	5
MATH 109, Precalculus I	
or 124, Calculus with Analytic Geometry I	5
ENG 101, English Composition I	5
Physical Education Elective (HPER or DANCE)	1
Total Credits	16

Winter	Credits
CHEM 122 General Chemistry II	5
MATH 110, Precalculus II	
or 125, Calculus with Analytic Geometry II	5
Humanities or Social Sciences Elective	5
SPCH 101, Fundamentals of Speech	3
Total Credits	18

Spring	Credits
CHEM 123 General Chemistry III	5
MATH 201, Statistics	
or 126, Calculus with Analytic Geometry III	5
Social Sciences Elective	5
Physical Education Elective (HPER or DANCE)	1
Total Credits	16

Second Year

Fall	Credits
PHYS 121, College Physics I	
or 201, Physics for Science & Engineering I	5
MATH 124, Calculus with Analytic Geometry I	
or Elective (if MATH 124 is completed)	5
Humanities Elective	5
Total Credits	15

Winter	Credits
PHYS 122, College Physics II	
or 202, Physics for Science & Engineering II	5
MATH 125, Calculus with Analytic Geometry II	
or Elective (if MATH 125 is completed)	5
Science Elective	5
Total Credits	15

Spring	Credits
PHYS 123, College Physics III	
or 203, Physics for Science & Engineering III	5
Humanities or Social Sciences Elective	5
Science or Math Elective	5
Physical Education Elective (HPER or DANCE)	1
Total Credits	16
Total Credits	96

CHEM 101 Chemistry 5 Credit(s)
A practical approach to inorganic, organic, and biochemistry designed primarily for students in various health-related programs. A comprehensive set of laboratory experiments is provided to implement and supplement the topics covered. Prerequisite: MATH 065. Suggested minimum reading level: READ 098.

CHEM 107 General Chemistry for Health Sciences 5 Credit(s)
A survey of inorganic chemistry for nursing and allied health sciences. Topics include: atomic structure, bonding, periodicity, stoichiometry, gases, equilibrium, solution chemistry, acids, bases, buffers, and nuclear chemistry. Lab work required. Prerequisite: MATH 065 or instructor permission. High school chemistry is recommended. Suggested minimum reading level: READ 098.

CHEM 108 Organic Chemistry for Health Sciences 5 Credit(s)
A survey of organic chemistry. Topics include: structure, function and chemistry of aliphatic and aromatic hydrocarbons, alcohols, ethers, carboxylic acids, amines, and related compounds; mechanisms, and stereochemistry. Lab work is required. Prerequisite: CHEM 107.

CHEM 109 Biochemistry for Health Sciences 5 Credit(s)

A brief survey of biochemical principles. Topics include: structure, function and chemistry for biomolecules, enzymatic catalysis, metabolic pathways, genetic expression, and biotechnology. Lab work is required. Prerequisite: CHEM 108.

CHEM 121 General Chemistry I 5 Credit(s)

Study of the composition, structure, and properties of matter and its changes for science, engineering. Prerequisite: One year of high school chemistry or CHEM 101, MATH 095 or instructor permission.

CHEM 122 General Chemistry II 5 Credit(s)

Continuation of CHEM 121. Topics include: crystal structures, solution chemistry, kinetics, thermodynamics, precipitation reactions; acids and bases, chemical equilibria, and coordination compounds. Lab work is required. Prerequisite: CHEM 121.

CHEM 123 General Chemistry III 5 Credit(s)

Continuation of CHEM 122. Topics include: thermodynamics, qualitative analysis, oxidation/reduction reactions, electrochemistry, nuclear chemistry, and introduction to organic and biochemistry. Lab work is required (qualitative analysis). Prerequisite: CHEM 122.

Civil Engineering Technology

Faculty Advisors:

Maury Fortney 509.527.4217
Dr. Joe Grant 509.527.3655

maurice.fortney@wwcc.edu
joe.grant@wwcc.edu

Industry Description: There is a continuing need for technically trained and educated civil engineers and engineering technicians. Cities, counties, state and federal agencies hire civil engineers and civil engineering technicians and technologists. It is projected that there will continue to be a high demand for these personnel.



Program Mission Statement: Walla Walla Community College Civil Engineering Technology provides quality instruction in Civil Engineering Technology for the industry and individuals.

Engineering is practiced in a social context. Everything engineers and engineering technicians produce affects the way individuals and societies function. To allow its graduates to work successfully in this setting, Walla Walla Community College's Civil Engineering Technology program is designed to educate students

in the design and development of civil projects emphasizing an understanding of social, ethical, safety, and health related issues that pertain to the practice of civil engineering. Civil engineering is a dynamic profession, which requires lifelong maintenance and updating of professional competence. Specific educational program objectives are to:

- Provide a sound knowledge of the fundamental principles of civil engineering technology so that they may either enter the work force or continue their education in engineering.
- Develop critical thinking and problem solving skills that can be applied to a wide range of problems, both technical and non-technical.
- Provide the skills necessary for the practice of civil engineering technology.
- Provide a well-balanced educational experience that will foster communication skills, appreciation of social values, and an understanding of the social implications of technology.
- Remain technically current and responsive to the changing needs of society.

Program Overview: The Civil Engineering Technology Program is accredited by the Accreditation Board for Engineering and Technology, Inc., 111 Market Place, Suite 1050, Baltimore, MD 21202, telephone 410.347.7700. Planning, design, construction management, surveying, computer aided design, inspection, and materials testing are roles of the civil engineer, civil engineering technician, or civil technologist. Students meet the objectives of the program in lecture classes, labs, and field trips. Program content is validated by input from an industry advisory committee and by assessments from graduates and employers. Students can either enter the work force after earning the Associate in Applied Arts and Science degree (AAAS) or the Associate in Science degree (AS). Students also have the option of continuing their education at the four-year level after earning the AS degree.

Program Options: The program has five options which include: AAAS Degree in Civil Technology, AS Degree in Civil Engineering Technology, AS Degree (Option B) for Engineering Transfer, Engineering Graphics Certificate and Surveying Certificate. The basic program is the Associate Degree in Applied Arts and Science in Civil Technology. This degree prepares the student for employment at the Technician II level with most city, county, or federal agencies.

Entrance Requirements: All students are required to take a Placement Test to determine enrollment in related instruction courses.

Other Information: The student should complete quantitative skills classes as early in the program as possible. For additional program information including regional employment data, completion rates, student characteristics, and employment see <http://www.wtb.wa.gov/etp>.

Civil Engineering

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Civil Technology

This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Please check with your advisor prior to any substitutions.

Core courses are available each quarter but must be taken in sequence. This does not apply to recommended and/or related instruction. For the current course sequence, refer to the following web site: <http://www.wvcc.edu/programs/proftech/civil/requirements.cfm>

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications
(R) - Human Relations (M) - Computation / Mathematics
(J) - Job Seeking Skills (L) - Leadership

Certificate (Engineering Graphics) (612C)

First Year

Quarter One

Credits

CET 103, Engineering Concepts and Problems	5
CET 141, Engineering Graphics*	4
MATH 065, Introductory Algebra (M)**	5
ENG 100, Basic Expository Writing (W)**	5
Total Credits	19

Quarter Two

Credits

CET 151, Computer Aided Drafting and Design*	3
CET 166, Introduction to Hydrology	3
CET 242, Properties of Materials*	4
PSY 140, Career and Life Planning (J)**	3
MATH 095, Intermediate Algebra (Recommended)	5
Total Credits	13-18

Quarter Three

Credits

CET 100, Estimating	3
CET 143, Descriptive Geometry*	4
CET 160, Elementary Surveying*	6
OCSUP 108, Applied Mathematics II	5
Total Credits	18
Year-One Total	50-55

Degree (612)

Second Year

Quarter Four

Credits

CET 152, Advanced CADD Problems	3
CET 161, Advanced Surveying*	6
CET 220, Engineering Mechanics - Statics*	5
CET 223, Hydraulics	4
Total Credits	18

Quarter Five

Credits

CET 222, Engineering Mechanics - Strength of Materials*	5
CET 224, Soil Mechanics	4
CET 263, Transportation and Highway Engineering	4
SPCH 101, Fundamentals of Speech (O)**	3
Total Credits	16

Quarter Six

Credits

CET 201, Engineering Management*	4
CET 299, Student Leadership (L)**	1
CET 202, Construction Inspection	3
CET 221, Engineering Design Fundamentals*	5
CET 226, Concrete and Asphalt Pavements	3
PSY 101, Introduction to Psychology (R)**	5
Total Credits	21
Year-Two Total Credits	55
Total Credits	105-110

A certificate is available upon completion of the year-one requirements. A minimum of 9 credits of related instruction is required for the certificate.

* These asterisked CET courses are required for completion of the certificate (18 credits) or the degree (38 credits).

Students may elect to follow the above suggested schedule or make the following substitutions for the non-asterisked CET courses: CET 100, CET 103, CET 152, CET 166, CET 190, CET 202, CET 223, CET 224, CET 226, CET 263, and CET 250. The student must have at least 14 non-asterisked CET credits for certificate or 36 credits for degree.

** The following courses meet the related instruction requirements of this program (one class per category required):

(W) – ENG 100, ENG 101, BA 137, WRITE 100, WRITE 110

(O) – SPCH 101, OCSUP 102

(M) – MATH 065 or higher

(L) – CET 299

(R) – BA 157, WMGT 192, WMGT 292, OCSUP 101, PSY 101, PSY 111

(J) – AQPR 100, BA 193, OCSUP 103, PSY 140

Schedule for Degree Completion:

Surveying Certificate

This schedule lists courses required for certificate completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Please check with your advisor prior to any substitutions.

Core courses are available each quarter but must be taken in sequence. This does not apply to recommended and/or related instruction. For the current course sequence, refer to the following web site: <http://www.wvcc.edu/programs/proftech/civil/requirements.cfm>

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications

(R) - Human Relations (M) - Computation / Mathematics

(J) - Job Seeking Skills (L) - Leadership

Civil Engineering

Certificate (603C)

First Year

Quarter One (Typically Winter)	Credits
CET 141, Engineering Graphics	4
CET Elective	3-4
ENG 100, Basic Expository Writing (W)**	4
MATH 065, Introductory Algebra (M)**	5
Total Credits	16-17

Quarter Two (Typically Spring)	Credits
CET 100, Estimating	3
CET 143, Descriptive Geometry	4
CET 160, Elementary Surveying	6
OCSUP 108, Applied Mathematics II	5
Total Credits	18

Quarter Three (Typically Fall)	Credits
CET 103, Engineering Concepts and Problems	5
CET 151, Computer Aided Drafting and Design	3
CET 161, Advanced Surveying	6
OCSUP 103, Job Seeking Skills (J)**	3
Total Credits	17
Total Credits	51-52

The certificate is available upon completion of 9 credits of related instruction.

** The following courses meet the related instruction requirements of this program (one class per category required):

(W) – ENG 100, ENG 101, BA 137, WRITE 100, WRITE 110

(O) – SPCH 101, OCSUP 102

(M) – MATH 065 or higher

(L) – CET 299

(R) – BA 157, WMG 192, WMG 292, OCSUP 101, PSY 101, PSY 111

(J) – AGPR 100, BA 193, OCSUP 103, PSY 140

Schedule for Degree Completion:

Associate in Science Degree in Civil Engineering Technology

This schedule lists courses required for degree completion, meeting TAC/ABET Accreditation requirements, but the actual order and specific coursework may vary depending on student placement, start date and quarter. Please refer to the institution catalog for specific information on degree requirements for the Associate in Science Degree.

Core courses are available each quarter but must be taken in sequence. This does not apply to general education coursework.

First Year

Quarter One	Credits
MATH 109, Precalculus I***	5
CET 141, Engineering Graphics*	4
CET Elective**	3-5
Humanity/Social Science Elective**	3-5
ENG 101, English Composition I	5
Total Credits	20-24

Quarter Two	Credits
MATH 110, Precalculus II***	5
CET 242, Properties of Materials*	4
CET Elective**	3
Humanity/Social Science Elective**	3-5
ENG 102, English Composition II	5
Total Credits	20-22

Quarter Three	Credits
Math/Science Elective***	5
CET 143, Descriptive Geometry*	4
CET 100, Estimating	3
CET 160, Elementary Surveying*	6
SPCH 101, Fundamentals of Speech	2
Total Credit	21
Year-One Total Credits	61-67

Second Year

Quarter Four	Credits
PHYS 121, College Physics I***	5
CET 220, Engineering Mechanics – Statics*	5
CET 161, Advanced Surveying*	6
Math/Science/CET Elective**	3-5
Total Credits	19-21

Quarter Five	Credits
Math/Science Elective***	5
CET 222, Engineering Mechanics - Strength of Materials*	5
CET 224, Soil Mechanics for Construction	4
CET Elective**	4
Total Credits	18

Quarter Six	Credits
Math/Science Elective***	5
CET 221, Design Fundamentals*	5
CET 201, Engineering Construction Management	4
CET 226, Concrete and Asphalt Pavements	3
Humanity/Social Science Elective**	3-5
Total Credits	20 - 22
Year-Two Total Credits	57-61
Total Credits	118 - 128

* These asterisked CET course are required for completion of the certificate (15 credits) or the degree (36 credits).

**Approved Electives for CET as Degree:

CET 103,151,152,263,166

CT 130,162

Humanity/Social Science - any transferable course that is accepted at a four-year college fulfills the Humanity/Social Science elective course requirements.

*** 15 hours of Math above 109 and 20 hours of Science is required for degree

CHEM 121,122,123, 101

GEOL 101

MATH 121,124,125,126,201,220,224,238

PHYS 101,102,103, 201, 202, 203

Civil Engineering

CET 100 Estimating 3 Credit(s)
Introduction to identifying and estimating construction costs. Emphasis on material quantity take-offs, contract specifications, bidding strategies, equipment costs, and depreciation.

CET 103 Engineering Concepts and Problems 5 Credit(s)
Introduction to specific fields of engineering including electrical and mechanical with an emphasis on civil engineering. Also presents ethics, computer applications, and professional registration requirement.

CET 141 Engineering Graphics 4 Credit(s)
Introduces students to basic engineering graphic concepts and AutoCAD computer drafting skills. Hand drafting techniques, isometric and orthographic drawings, dimensioning, section views, and auxiliary views are emphasized.

CET 142 Advanced Engineering Graphics 4 Credit(s)
Introduction to practical applications of engineering graphics and CADD. Features examples of mechanical projects, structural projects, land development projects, and highway projects. Emphasizes teamwork and improving CADD skills. Prerequisite: CET 141 or instructor permission.

CET 143 Descriptive Geometry 4 Credit(s)
Introduction to visual and reasoning skills necessary for graphical solution of engineering and construction problems with an emphasis on point, line, and plane problems. Prerequisite: CET 141 or instructor permission.

CET 149 Welding Print Reading 1-3 Credit(s)
Introduction to the basic concepts of engineering drawings with an emphasis on the use and meaning of related welding symbols.

CET 151 Computer Aided Drafting and Design 3 Credit(s)
Introduction to engineering drawings using AutoCAD in the solution of a variety of graphic problems. Emphasis on advanced AutoCAD topics such as XREF, paper space, and custom menus. Prerequisite: CET 141 or instructor permission.

CET 152 Advanced CADD Problems 3 Credit(s)
Introduction to advanced CADD design applications associated with AutoCAD with an emphasis on customized menus and three-dimensional drawings. Required oral and written reports are included in laboratory exercises. Prerequisite: CET 151 or instructor permission.

CET 160 Elementary Surveying 6 Credit(s)
The fundamentals of plane surveying with an emphasis on chaining, levels, theodolites, global positioning, and distance measurement. Required oral and written reports are part of the field laboratory experience.

CET 161 Advanced Surveying 6 Credit(s)
Advanced instruction in surveying fundamentals with an emphasis on public land laws plus construction, property, topographical, and GPS surveys. Required oral and written reports are integral to the laboratory assignments. Prerequisite: CET 160 or instructor permission.

CET 166 Introduction to Hydrology 3 Credit(s)
Introduction to the hydrological cycle with emphasis on precipitation, weather cycles, runoff, stream flows, ground water, and storm water calculations. Oral and written reports are required.

CET 190 Cooperative Work Experience 1-15 Credit(s)
Provides the student with field-related experiences and career exploration opportunities by working in an engineering-related industry for a pre-approved employer. A written report of experiences or seminar is required. Prerequisite: Instructor permission.



CET 199 Special Topics 1-5 Credit(s)
This course awards credits for approved independent study. The course is selected topics of student interest and guided by the CET faculty. Credit is earned by the number of hours the student works. A written report or seminar is required. Prerequisite: Instructor permission.

CET 201 Engineering Construction Management 4 Credit(s)
Instruction in leadership skills associated with construction planning and scheduling by the frontline supervisor. Emphasizes CPM and P.E.R.T. scheduling, interpersonal communication skills, industrial safety and hygiene, and leadership styles. Instruction includes required group exercises and oral presentations.

CET 202 Construction Inspection 3 Credit(s)
Instruction in construction quality control practices, procedures, and inspection methods. Emphasizes asphalt and concrete control, the role of the inspector, state and local contract specifications, inspection methods, and field experience. Instruction includes required group exercises and written reports.

CET 220 Engineering Mechanics - Statics 5 Credit(s)
Instruction in the fundamental principals of the mechanics of rigid bodies. Topics include forces in a plane, forces in space, statics of rigid bodies, rigid bodies in three dimensions, centroids, friction and Moments of Inertia. Prerequisite: MATH 109 or instructor permission.

CET 221 Engineering Design Fundamentals 5 Credit(s)
A capstone course for advanced students that requires all civil engineering technologies in the production of a design project.

College Prep/ Commercial Truck Driver

Examines environmental and permit issues for a typical public works project, preliminary engineering and surveying, project prospectus development, design calculations, plan development, specification writing, and cost estimates. Written and oral reports are required. Prerequisites: CET 220, CET 222, CET 161.

CET 222 Engineering Mechanics - Strength of Materials 5 Credit(s)
Instruction on internal stress, deflections, and deformation of structural members. Topics include bending stress, shear stress, compressive and tensile stresses, stress-strain relationships, Mohr's circle, and shear and moment diagrams. Prerequisite: CET 220.

CET 223 Hydraulics 4 Credit(s)
Introduction to the fundamentals of fluid characteristics and the related impact on engineering design. Includes properties and definitions of fluid mechanics, fluid statics, fluid dynamics, fluid flow, measurement of fluids, orifices, weirs, pipe flow, and open channel flow.

CET 224 Soil Mechanics for Construction 4 Credit(s)
Introduction to soil mechanics as it relates to engineering design. Emphasizes the identification and classification of soils, engineering properties of soils, compaction of soils, aggregate gradations, bearing capacities, and ASTM laboratory test methods. Written and oral reports are required.

CET 226 Concrete and Asphalt Pavements 3 Credit(s)
An introduction to asphalt and concrete pavement design. Emphasizes the identification and classification of soils, engineering properties of soils, compaction of soils, aggregate gradations, bearing capacities, and ASTM laboratory test methods. Written and oral reports are required.

CET 242 Properties of Materials 4 Credit(s)
Instruction in materials such as mineral aggregates, concrete, timber, steel, and plastic materials used for engineering projects. Written and oral reports are required.

CET 250 Introduction to GIS 2 Credit(s)
Provides an introduction to GIS and emphasizes coordinates systems, ArcView themes, mapping, data retrieval, data sorting, data analyzing, linking, and case studies. Written reports are required.

CET 263 Transportation and Highway Engineering 4 Credit(s)
Introduction to transportation engineering that includes vertical and horizontal highway curves, mass diagrams, traffic studies, highway drainage problems, and intersection analysis. Written and oral reports are required. Prerequisite: CET 161 or instructor permission.

CET 299 Student Leadership 1 Credit(s)
Provides the student an opportunity to investigate and document leadership experiences and participation with an emphasis on the responsibilities of the construction/engineering front-line supervisor.

College Preparation

Faculty Advisors:

Ann Bogard	509.527.3664	ann.bogard@wwcc.edu
Jane Drabek	509.527.4645	jane.drabek@wwcc.edu
Jennifer Smiley	509.527.4247	jennifer.smiley@wwcc.edu
Steve Schwartz	509.527.4600	steve.schwartz@wwcc.edu

Program Overview: College preparation classes provide an environment that assists students in learning and practicing skills that lead to academic and occupational success. Classes included are in the areas of reading, writing, mathematics and study skills. Students who complete college preparation classes normally experience higher skill achievement and greater earning power.

Program Options: The number of quarters required to complete the college preparation coursework is dependent upon the individuals' entrance examination scores. A student is typically co-enrolled in an AAAS or AA Degree program.

Entrance Requirements: WWCC Placement Exam.

Commercial Truck Driving

Faculty Advisor:

Steven Harvey	509.527.3681	steven.harvey@wwcc.edu
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Industry Description: The demand for commercial truck drivers continues to increase steadily. Students enrolled in the Commercial Truck Driving program can expect high job potential upon successful program completion.

Program Overview: Initiated in response to the continued nationwide shortage of long-haul drivers, the Commercial Truck Driving program offers short-term courses that provide students with high job potential upon successful completion. Students may choose from a one- and two- quarter option in this program. In the Class A course, four weeks of classroom study are followed by six weeks of instruction and driving experience for entry-level jobs. The advanced course is an off-campus co-op that runs 10 weeks with a focus on driving applications and driving specialization. All students must pass prerequisites.

Program Options: The Commercial Truck Driving program provides required training for the Washington State Commercial Truck Driving Licensure requirements. Program options are restricted due to Washington State licensure requirements.

Entrance Requirements: Prerequisites for all Commercial Truck Driving classes: (1) valid CDL permit preferably from Washington State or Oregon, (2) DOT Physical form completed, (3) DMV five year history with no DWI, negligent, reckless, or hit and run infractions, and (4) drug and alcohol testing.

Other Information: For additional program information including regional employment data, completion rates, student characteristics, and employment see <http://www.wtb.wa.gov/etp>.

Commercial Truck Driver

Schedule for Program Completion:

Commercial Truck Driver

The Commercial Truck Driver program provides required training for the Washington State Commercial Truck Driver licensure requirements. Program options are restricted due to Washington State Licensure requirements. Students may choose from one and two-quarter options in this program. The "Class A" course requires four weeks of classroom study followed by six weeks of instruction and driving experience. The advanced course runs an additional 10 weeks with emphasis on driving applications and driving specialization. All students are required to have clear driving records and be capable of passing Washington State drug-testing requirements.

Certificate (Truck Driver Training) (715C)

Quarter One	Credits
TRK 110, Truck Driver Training	12
TRK 120, Truck Driver Training Lab	10
Total Credits	22

Certificate (Advanced Truck Driver Training) (715)

Quarter Two	Credits
TRK 191, Advanced Truck Driving Coop	1-18
Total Credits	1-18
Total Credits	23-40

TRK 101 Agricultural and Diesel Mechanics Truck Driving 3 Credit(s)

This course is for students currently enrolled in the Ag and Diesel Mechanics program and provides instruction for entry-level mechanics requiring the commercial driver's license. Includes behind-the-wheel training, DOT rules and regulations, and safety. Prerequisites: Pass DOT physical and mandatory drug test. Have a social security card and satisfactory driving record for past five years.

TRK 110 Truck Driver Training 12 Credit(s)
Entry-level lecture training for long haul truck driving jobs and commercial driving license testing. Topics include basics of trucking industry and trucking equipment: inspection of equipment, mechanical components, brake adjustment, preventative maintenance, servicing, defensive driving techniques, cargo loading, securing load, documentation, map reading, DOT log books, trip planning, accident and fire prevention, reporting, hazardous material transportation and documentation. Prerequisites: Pass DOT physical and mandatory drug test. Have a social security card and satisfactory driving record for past five years.

TRK 120 Truck Driver Training - Lab 10 Credit(s)
Laboratory training and experience for entry-level long haul truck drivers and commercial driving license testing. Graduates obtain Class A CDL License with endorsements for doubles and triples, tankers, hazardous material and no air brake restrictions. Behind-the-wheel practice includes backing techniques, proper cornering, up and down hill maneuvers, space and speed management, coupling/uncoupling, city and highway driving maneuvers. Prerequisite: Concurrent enrollment in TRK 110.



TRK 191 Advanced Truck Driver Training (Co-op) 1-18 Credit(s)

Advanced on-the-job-training for entry-level long haul truck driving jobs and CDL testing. Truck drivers in the advanced certificate program are on the road 50 to 70 hours (approximately half of which is driving time, and half of which is navigating time). Behind the wheel practice includes backing techniques, proper cornering, up and down hill maneuvers, space and speed management, coupling/uncoupling, city and highway driving maneuvers. Training on cargo loading, securing and documentation, map reading, DOT logbooks, trip planning, accident and fire prevention and reporting, hazardous material transportation and documentation. Prerequisites: TRK 110 and TRK 120.

Computer Technology

Faculty Advisors:

Susan Quinn	509.527.4232	susan.quinn@wwcc.edu
Gerald Sampson	509.527.4224	gerald.sampson@wwcc.edu
Ciaran Bloomer	509.527.218	ciaran.bloomer@wwcc.edu
Robin Greene	509.527.4699	robin.greene@wwcc.edu
Nangi You	509.527.4683	nangi.you@wwcc.edu
Lisa Greenville	509.758.1715 - Clarkston	lisa.greenville@wwcc.edu
Linda Lane	509.758.1724 - Clarkston	linda.lane@wwcc.edu
Jane Carroll	509.758.1756 - Clarkston	jane.carroll@wwcc.edu

Industry Description: Computer Technology is the application of computing equipment and methods to the solution of human and business problems. Occupations related to Computer Technology have represented the nation's fastest growing areas of job opportunity in the past ten years and is projected to continue for the next ten years.

Program Overview: Computer Technology offerings focus on creating an understanding of computer operating systems, programming, applications, and hardware in order to solve actual problems. Courses are taught in lecture, lab, shop, and on-the-job training formats. Course offerings are developed from the Computer Technical Advisory Board, which consists of experts working in computer-related businesses, requirements of nationally recognized certification boards, and computer-trained faculty with advanced degrees. This is a fully accredited program. Microcomputer Applications, Computer Support and Repair, Network Support, and the one-year Applications certificate prepare the student to take industry certification tests: Cisco (CCNP, CCNA), Microsoft Office User Series (MOUS), Microsoft Certified Systems Engineer (MCSE), and A+. Elective courses allow students to pursue aspects of the computer industry that are of personal and professional interest.

Program Options: The Associate Degree in Applied Arts & Sciences (AAAS) program is offered in each of four key areas of computer technology: Microcomputer Applications and Software Support, Computer Support and Repair, Web Technology, and Network Support. Excellent career opportunities exist for those who become proficient in the operation, programming, support, or applications of the computer in these degree/certificate areas. The Computer Technology Department encourages student placement in industry work experiences. Classes are offered in lecture, lab, and distance learning formats. Transfer Associate of Arts Degree (AA) options are available to students who wish to complete a traditional four-year baccalaureate degree.

Entrance Requirements: Students interested in receiving an AAAS degree must have a high school diploma or GED equivalency certificate. Students interested in receiving certification in any of the Computer Technology emphasis areas may start during fall, winter, or spring quarters, although it is preferable to start in the fall quarter.

Other Information: The Computer Technology program is part of the Tech-Prep consortium in the State of Washington. Tech-prep credits from specific high school studies can be awarded for selected courses. Contact local school counselors or Walla Walla Community College for more information. Students considering transferring should consult with an adviser in the computer department prior to taking courses for transfer credit. Program scholarships are available each year to assist students. Contact a program adviser to obtain an application or for more information. For additional program information including regional employment data, completion rates, student characteristics, and employment see <http://www.wtb.wa.gov/etp>.

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Microcomputer Applications and Software Support

This AAAS program provides students with a working knowledge of application software used on the microcomputer for personal and professional productivity, business, or other environments. In addition to the core requirements, computer-based application courses provide an understanding and applicability of computer operating systems, word processing, electronic spreadsheets, database management, and desktop publishing systems. This emphasis prepares the student for the Microsoft Office User Series (MOUS) certification examinations.

This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Please check with your advisor prior to any substitutions.

Core courses are available each quarter but must be taken in sequence. This does not apply to recommended and/or related instruction. For the current course sequence, please refer to the following web site: <http://www.wwcc.edu/programs/proftech/compotech/requirements.cfm>

Completion of this AAAS degree qualifies the student for junior standing in the Bachelor of Science Degree in Technology at Eastern Washington University. Note: The Eastern Washington University Technology program is available on WWCC campus as an evening option.

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications
(R) - Human Relations (M) - Computation / Mathematics
(J) - Job Seeking Skills (L) - Leadership

Certificate * (518C)

First Year

Quarter One	Credits
CT 103, Introduction to Computer Technology	5
CT 121, Computer Software Principles	5
CT 146, CCNA 1: Networking Basics	5
SPCH 101, Fundamentals of Speech (O)**	3
Total Credits	18

Quarter Two

Quarter Two	Credits
CT 125, Introduction to Internet	5
CT 133, Operating Systems	5
BA 102, Customer Service (R)**	5
BA 217, Microcomputer Applications	5
Total Credits	20

Quarter Three

Quarter Three	Credits
CT 130, Introduction to Computer Programming	5
CT 137, Windows XP Professional	5
CT 243, Fundamentals of Computer Systems	5
DIT 191, Digital Imaging Portfolio (J)**	5
Total Credits	20
Year-One Total	58

Computer Technology

Degree (518)

Second Year

Quarter Four	Credits
CT 150, Visual Basic Programming	5
CT 211, Advanced Word Processing	5
DIT 110, Computer Graphics	5
BA 137, Business Communications (W)**	5
Total Credits	20

Quarter Five	Credits
CT 241, Database Management	5
DIT 112, Computer Illustration	5
DIT 200, Document Design and Layout	5
MATH 095, Intermediate Algebra (M)**	5
Total Credits	20

Quarter Six	Credits
CT 221, Advanced Spreadsheets	5
CT 251, Advanced Software Application	5
CT 291, Work Experience Seminar	1
CT 292, Work Experience	5
CT 299, Student Leadership (L)**	1
Total Credits	17
Year-Two Total	57
Total Credits	115

* A certificate is available upon completion of the one-year requirements. A minimum of 9 credits of related instruction is required for certificate.

** The following courses meet the related instruction requirements of this program (one class per category required):

(M) – MATH 095 or higher, BA 112

(W) – BA 137, ENG 101 (ENG 101 is required for students interested in transferring to Eastern Washington University)

(O) – OCSUP 100, OCSUP 102, SPCH 100, SPCH 101

(R) – BA 102, OCSUP 101, PSY 101, PSY 111

(J) – DIT 191, OCSUP 103, PSY 140

(L) – CT 299

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Microcomputer Support and Repair

The AAAS program provides students with a working knowledge of computer technical support duties, responsibilities, and tools. The technical support student learns to determine microcomputer faults and perform or recommend corrective action. Students work with diagnostic software and hardware, learn fundamental digital electronic principles, and gain working knowledge of the microcomputer. This emphasis prepares the student for A+ certification examinations of the Computer Technology Industry Association.

This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Please check with your advisor prior to any substitutions.

Core courses are available each quarter but must be taken in sequence. This does not apply to recommended and/or related instruction. For the current course sequence, please refer to the following web site: <http://www.wbcc.edu/programs/proftech/comptech/requirements.cfm>

Completion of this AAAS degree qualifies the student for junior standing in the Bachelor of Science Degree in Technology at Eastern Washington University.

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications

(R) - Human Relations

(M) - Computation / Mathematics

(J) - Job Seeking Skills

(L) - Leadership

Certificate * (509C)

First Year

Quarter One	Credits
CT 103, Introduction to Computer Technology	5
CT 121, Computer Software Principles	5
CT 146, CCNA 1: Networking Basics	5
Total Credits	15

Quarter Two	Credits
CT 125, Introduction to Internet*	5
CT 133, Operating Systems	5
MATH 095, Intermediate Algebra (M)**	5
OCSUP 103, Job Seeking Skills (J)**	3
Total Credits	18

Quarter Three	Credits
CT 105, Overview of Electronic Fundamentals*	5
CT 130, Introduction to Computer Programming*	5
CT 137, Windows XP Professional*	5
SPCH 101, Fundamentals of Speech (O)**	3
Total Credits	18
Year-One Total	51

Degree (509)

Second Year

Quarter Four	Credits
CT 145, Unix/Linux Operating System	5
CT 243, Fundamentals of Computer Systems	5
BA 102, Customer Service (R)**	5
BA 137, Business Communications II (W)**	5
Total Credits	20

Quarter Five	Credits
CT 245, Technical Support and Diagnostics	5
CT 290, Computer Systems Design	5
CT 292, Work Experience	5
CT 294, Windows Server 2003 Administration	5
Total Credits	20

Quarter Six	Credits
CT 190, Technical Projects Lab	5
CT 291, Work Experience Seminar	1
CT 295, Network Administration	5
CT Elective***	5
CT 299, Student Leadership (L)**	1
Total Credits	17
Year-Two Total	57
Total Credits	108

* Students interested in completing a one-year certificate must make the following substitutions:

Computer Technology

Substitute CT 245, Technical Support and Diagnostics for CT 125, Introduction to Internet

Substitute CT 243, Fundamentals of Computer Systems for CT 105, Overview of Electronic Fundamentals

Substitute CT 190, Technical Projects Lab for CT 130, Introduction to Computer Programming

Substitute CT 295, Network Administration for CT 137, Windows XP Professional

A minimum of 9 credits of related instruction is required for the certificate.

**** The following courses meet the related instruction requirements of this program (one class per category required):**

(M) – MATH 095 or higher

(W) – BA 137, ENG 101 (ENG 101 is required for students interested in transferring to Eastern Washington University)

(O) – OCSUP 100, OCSUP 102, SPCH 100, SPCH 101

(R) – BA 102, OCSUP 101, PSY 101, PSY 111

(J) – OCSUP 103, PSY 140

(L) – CT 299

***** Any Computer Technology Course 100 level or higher not required for degree can be used for the CT Elective course.**

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Network Support

The AAAS program provides students with a working knowledge of computer networks, including network hardware and popular network operating systems. The network support student will learn to configure, install, troubleshoot, and correct networks at multiple levels of interconnection, including local networks, Intranets, and Internet. Successful completion will prepare students for the Certified Cisco Network Associate exam (CCNA). Additional credits will be necessary to prepare for the Certified Cisco Network Professional (CCNP) certification examination.

This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Please check with your advisor prior to any substitutions.

Completion of this AAAS degree qualifies the student for junior standing in the Bachelor of Science Degree in Technology at Eastern Washington University. Note: The Eastern Washington University Technology program is available on WWCC campus as an evening option.

Core courses are available each quarter but must be taken in sequence. This does not apply to recommended and/or related instruction. For the current course sequence, please refer to the following web site: <http://www.wwcc.edu/programs/proftech/comptech/requirements.cfm>

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications

(R) - Human Relations (M) - Computation / Mathematics

(J) - Job Seeking Skills (L) - Leadership

Certificate * (527C)

First Year

Quarter One

Credits

CT 103, Introduction to Computer Technology	5
CT 121, Computer Software Principles	5
CT 146, CCNA 1: Networking Basics	5
OCSUP 103, Job Seeking Skills (J) **	3
Total Credits	18

Quarter Two

Credits

CT 133, Operating Systems	5
CT 137, Windows XP Professional	5
CT 147, CCNA 2: Routers and Routing Basics	5
BA 137, Business Communications II (W)**	5
Total Credits	20

Quarter Three

Credits

CT 125, Introduction to Internet	5
CT 248, CCNA 3: Switching Basics and Intermediate Routing	5
CT 249, CCNA 4: WAN Technologies	5
MATH 095, Intermediate Algebra (M)**	5
Total Credits	20
Year-One Total	58

Degree (527)

Second Year

Quarter Four

Credits

BA 102, Customer Service (R)**	5
CT 130, Introduction to Computer Programming	5
CT 243, Fundamentals of Computer Systems	5
CT 275, CCNP 1: Advanced Routing*	5
Total Credits	20

Quarter Five

Credits

CT 190, Technical Projects Lab	5
CT 270, Fundamentals of Network Security	5
CT 294, Windows Server 2003 Administration	5
Total Credits	15

Quarter Six

Credits

CT 272, Windows 2003 Server Network Infrastructure	5
CT 295, Network Administration*	5
CT 299, Student Leadership (L)**	1
SPCH 101, Fundamentals of Speech (O)**	3
CT Elective***	5
Total Credits	19
Year-Two Total	54
Total Credits	112

* A certificate is available upon completion of the one-year requirements. A minimum of 9 credits of related instruction is required for certificate.

* In preparation for the CCNP examination, the following substitutions are recommended:

Substitute CT 276, CISCO Certified Networking for CT 190, Technical Projects Lab

Substitute CT 277, CCNP III for CT 294, Windows Server 2003 Administration

Substitute CT 278, CCNP IV, Internetwork Training for CT 295, Network Administration

**** The following courses meet the related instruction requirements of this program (one class per category required):**

(M) – MATH 095 or higher

(W) – BA 137, ENG 101 (ENG 101 is required for students interested in

Computer Technology

transferring to Eastern Washington University)

(O) – OCSUP 100, OCSUP 102, SPCH 100, SPCH 101

(R) – BA 102, OCSUP 101, PSY 101, PSY 111

(J) – OCSUP 103, PSY 140

(L) – CT 299

*** Any Computer Technology Course 100 level or higher not required for degree can be used for the CT Elective course.

CT 100 Computer Literacy 5 Credit(s)

An introductory hands-on computer course intended for non-majors. Gives the beginning computer user an elementary understanding of computer hardware, the operating system, word processing, and spread sheeting.

CT 103 Introduction to Computer Technology 5 Credit(s)

Provides an in-depth study of computer technology including concepts, terminology, history, usage, ethics, hardware, and software.

CT 105 Overview of Electronic Fundamentals 5 Credit(s)

Introduction to electricity and electronics concentrating on the concepts of current, voltage, resistance, energy and power, reactance, resonance, and semiconductor electrical devices.

CT 121 Computer Software Principles 5 Credit(s)

This course covers a variety of software currently used in home and work environments. Emphasizes proficiency in using the basic functions in word processing, spreadsheets, databases, presentations, the Internet, and Microsoft Windows. CT 100 or equivalent skills recommended. Student may not earn credit for both CT 121 and AGRI 108.

CT 125 Introduction to the Internet 5 Credit(s)

Introduction to working in the World Wide Web network. Covers information, resources, services, and the basics of Web Page design and creation. Also includes global communication, technology trends, social impacts, and Internet resources and services.

CT 130 Introduction to Programming 5 Credit(s)

Introduction to structured problem solving and computer programming. Includes algorithm, module, and structure development methods along with programming techniques and syntax. Students learn to use Object Oriented programming and may use multiple working environments.

CT 131 Introduction to Computer Science 5 Credit(s)

Introduction to computer science principles and concepts including algorithm, data structures, and C++ programming. Computer applications and the design and construction of computer programs are a significant part of the course. Prerequisite: C grade or higher in MATH 095 or equivalent skill.

CT 133 Operating Systems 5 Credit(s)

A comparative analysis of several computer operating systems with a concentration on those used in microprocessors. Operating environments are also examined. Prerequisite: CT 103 or instructor permission.

CT 136 Introduction to Data Communications 5 Credit(s)

Introduction to the theory, application, hardware, and software of telecommunication and data communication. Includes an introduction to networks, protocols, and topologies. Prerequisite: CT 103.

CT 137 Windows XP Professional 5 Credit(s)

Overview of Microsoft Windows commands, file management, and other features and utilities with an emphasis on using, installing, and setting up Windows, memory management, and file management. Prerequisite: CT 121 or instructor permission.

CT 145 Unix/Linux Operating Systems 5 Credit(s)

This course gives an introduction to multi-user and multi-processing operating systems through a study of the UNIX operating system as implemented on the microcomputer. Prerequisite: CT 133.

CT 146 CCNA 1: Networking Basics 5 Credit(s)

This course provides an in-depth description of the IP network-addressing scheme, including sub-netting, and the design of IP addressing schemes for enterprise-wide networks. Wiring techniques are also covered.

CT 147 CCNA 2: Routers & Routing Basics 5 Credit(s)

Introduction to the configuration of Cisco routers using the proprietary IOS operating system.

CT 150 Visual Basic Programming 5 Credit(s)

Introduction to programming in Microsoft Visual Basic. Includes forms and controls, properties events and methods, menus, control statements and data structures, control arrays, and file processing. Prerequisite: CT 130.

CT 162 Data Structures 5 Credit(s)

Introduction and implementation of data structures including queues, stacks, trees and linked lists, using C++ programming language. Also includes iterative and recursive uses in sorting and searching routines. Prerequisite: CT 131.

CT 180 Advanced C++ 5 Credit(s)

Introduction to programming in the Java programming languages. Included are structured programming concepts, functions, arrays and pointers, and object oriented concepts. Prerequisites: CT 131 or CT 130.

CT 190 Technical Projects Lab 1-5 Credit(s)

A specialized hands-on technical support lab. Includes assignments working in a supervised troubleshooting and repair facility. Prerequisites: CT 103 and CT 105.

CT 191 Cooperative Training 1-15 Credit(s)

This cooperative training experience is a job opportunity for students to apply what they learn. The student sees the actual jobs and skills necessary to work as a computer professional. Prerequisite: Instructor permission.

CT 199 Special Problems 1-5 Credit(s)

A course designed for students to develop original applications or projects. Projects may be suggested by the instructor that go beyond the current Computer Technology curriculum. Prerequisite: Instructor permission.

CT 211 Advanced Word Processing 5 Credit(s)

A study of advanced word processing procedures and techniques using a case-study, project-based approach. Prerequisite: CT 055 and CT 121.

CT 221 Advanced Spreadsheets 5 Credit(s)

This course offers a study of advanced electronic spreadsheet procedures and techniques using a case-study, project-based approach. Prerequisite: CT 055 and CT 121.

CT 241 Database Management 5 Credit(s)

This course is an advanced study of database construction and operation. Covers filtering, customized menus, and an introduction to programming. Prerequisite: CT 055 and CT 121.

CT 243 Fundamentals of Computer Systems 5 Credit(s)

This course offers an in-depth study of PC hardware. Students learn to identify and understand how components function and install PC components. Prerequisite: CT 103.

CT 245 Technical Support and Diagnostics 5 Credit(s)

This course covers troubleshooting and diagnosis of PC hardware problems using utility programs and other diagnostic tools to maintain and perform minor repairs on microcomputers. Lab included. Prerequisites: CT 105 and 243.

CT 248 CCNA 3: Switching Basics & Intermediate Routing 5 Credit(s)

This course offers an in-depth coverage of the configuration and troubleshooting of Cisco routers in enterprise-wide networks. Prerequisites: CT 146 and CT 147.

CT 249 CCNA 4: WAN Technologies 5 Credit(s)

The second part of a two-course series on the configuration and troubleshooting of Cisco routers in enterprise-wide networks. Prerequisite: CT 248.

CT 251 Advanced Software Applications 5 Credit(s)

This course focuses on the advanced functions of Microsoft Office applications, using these functions and Visual Basic in integration projects. Students develop and formally present an integrated application. Prerequisites: BA 217 or instructor permission.

CT 270 Fundamentals of Network Security 5 Credit(s)

This class addresses blocking attacks on computer network systems. Students study the white hat hackers compared to the black hat crackers. This class deals with viruses, Trojan programs and copyright infringements, bandwidth problems, and networking issues.

CT 272 Windows 2003 Server Network Infrastructure 5 Credit(s)

This course provides students with the knowledge and skills to implement and manage a Microsoft Windows Server 2003 network infrastructure. The course is intended for systems administrator and systems engineer candidates who are responsible for implementing and managing server networking technologies. These tasks include implementing routing; implementing and managing Dynamic Host Configuration Protocol (DHCP), Domain Name System (DNS), and Windows Internet Name Service (WINS); securing Internet Protocol (IP) traffic with Internet Protocol security (IPSec) and certificates; configuring a network access infrastructure by configuring the connections for remote access clients, and managing and monitoring network access.

CT 275 CCNP 1: Advanced Routing 5 Credit(s)

This course focuses on advanced routing and using Cisco routers connected in local-area networks (LANs) and wide-area networks (WANs) typically found at medium to large network sites. Upon completion of this training course, the student is able to select and implement the appropriate Cisco IOS services required to build a scalable routed network. The first in a

sequence of four classes that prepares students to take Cisco's CCNP certification exam. Prerequisite: CCNA (Cisco Certified Network Associate) certification or equivalent experience.

CT 276 CISCO Certified Network Professional II 5 Credit(s)

This course focuses on remote access to Cisco routers connected in local-area networks (LANs) and wide-area networks (WANs) typically found at medium to large network sites. Upon completion of this training course, the student is able to select and implement the appropriate Cisco IOS services required to create remote access to corporate networks. The second in a sequence of four classes that prepares students to take Cisco's CCNP certification exams. Prerequisite: CT 275.

CT 277 CISCO Certified Network Professional III 5 Credit(s)

This course focuses on the design and building of Cisco multi-layer switched networks typically found at medium to large network sites. Upon completion of this training course, the student is able to select and implement the appropriate Cisco switching services required to create switched corporate networks. The third in a sequence of four classes that prepares students to take Cisco's CCNP certification exams. Prerequisite: CT 276.

CT 278 CCNP IV Internetwork Troubleshooting 5 Credit(s)

This course focuses on troubleshooting Cisco-based internetwork typically found at medium to large network sites. Upon completion of this training course, the student is able to debug and fix a wide range of internetworking problems that might appear in complex corporate networks. This is the fourth in a sequence of four classes that prepares students to take Cisco's CCNP certification exams. Prerequisites: CT 275, CT 276, and CT 277.

CT 290 Computer Systems Design 5 Credit(s)

This application design course that applies problem-solving, system analysis, and rapid application development techniques to design appropriate hardware/software solutions to meet various end user requirements. Prerequisite: CT 243.

CT 291 Work Experience Seminar 1 Credit(s)

This course provides a forum for the student to learn and discuss various aspects of the role of the computer professional in the contemporary job market. This course is taken in conjunction with required cooperative training credits or as a stand-alone class.

CT 292 Work Experience 1-15 Credit(s)

This cooperative training experience allows students to gain real world work experiences outside the classroom and apply their classroom knowledge. Students gain confidence and job opportunities. Prerequisite: Instructor permission.

CT 294 Windows Server 2003 Administration 5 Credit(s)

This course is an introduction to the management of a Windows Server 2003. Includes installation and use of management tools (including Dynamic Host Configuration Protocol, Windows Internet Name Service, and Remote Access Service), NWLink transport protocol, and integration into a NetWare network.

CT 295 Netware Administration 5 Credit(s)

This course offers experience in designing and building a local area network. Includes installation of the NOS (NetWare), user accounts groups, security, application software, printers, menus, and accounting. Prerequisite: CT 133.

Computer Technology/Corrections Professional

CT 297 Special Projects in Computer Technology 5 Credit(s)
This course allows the student to pursue project-oriented experiences in areas or applications not provided or covered in the standard Computer Technology curriculum. Prerequisite: Instructor permission.

CT 299 Leadership in Computer Technology 1 Credit(s)
This course prepares the student for leadership opportunities as a computer professional. Leadership styles and principles, team dynamics, interpersonal communications, and project are emphasized.

Corrections Professional

Faculty Advisor:
Don Miller 509.527.4639 donald.miller@wwcc.edu

Industry Description: The Corrections industry produces a constant demand for trained professionals as prison facilities have expanded nationwide. The industry provides employment with strong benefits packages including retirement, healthcare, and competitive salaries. The opportunity to increase employment opportunities and advance within the corrections industry is dependent upon the individuals' continuing education, abilities, and effort. Current projections indicate there is both a strong need for beginning level employees and strong opportunities for advancement as retirement reduces the ranks of senior officials.

Program Overview: The Corrections Professional program prepares people for entry-level and supervisory position within the corrections field. Graduates have the opportunity to work as correctional officers or in support staff positions such as industries, food service, engineering, maintenance, and clerical/accounting trades. Graduates can readily promote upward to supervisory positions and mid-management positions.

Developed in partnership with a panel of experts from the corrections industry, the curriculum emphasizes the specialized communication, observation, and human relations skills required to become successful in the corrections profession.

Program Options: Students can earn an Associate in Applied Arts and Sciences degree or for certificates or endorsements in various units of specific interest. Students pursuing the degree complete a minimum of 18 credits of related instruction courses. Students who begin employment prior to graduation and have completed the Washington State Corrections Training Program are eligible for up to 15 of associated credits at special rates.

Entrance Requirements: Students interested in receiving an AAAS degree must have a High School diploma or GED certificate. Students interested in receiving a certificate or endorsement in any of the given areas may start any quarter.

Other Information: Contact a program adviser to obtain an application or for more information. For additional program information including regional employment data, completion rates, student characteristics, and employment see <http://www.wtb.wa.gov/etp>.

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Corrections Professional

This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Please check with your advisor prior to any substitutions.

Core courses are available each quarter but must be taken in sequence. This does not apply to recommended and/or related instruction.

For the current course sequence, refer to the following web site: <http://www.wwcc.edu/programs/proftech/crimej/requirements.cfm>

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications
(R) - Human Relations (M) - Computation / Mathematics
(J) - Job Seeking Skills (L) - Leadership

Certificate (838C)

First Year

Quarter One	Credits
CJ 101, Introduction to Criminal Justice	5
CT 100, Computer Literacy	5
SPAN 047, Basic Spanish I *	3
PSY 101, Introduction to Psychology (R)**	5
SPCH 101, Fundamentals of Speech (O)**	3
Total Credits	21

Quarter Two	Credits
CJ 105, Introduction to Corrections	5
SPAN 048, Basic Spanish II*	3
WRITE 100, Applied Writing (W)**	3
Approved Elective*	3
Total Credits	14

Quarter Three	Credits
CJ 103, Introduction to Criminal Law	3
CJ 106, Criminology	5
SPAN 049, Basic Spanish III*	3
SOC 205, Racial and Ethnic Relations	5
Total Credits	16
Year-One Total	51

Degree (838)

Second Year

Quarter Four	Credits
CJ 250, Communications in the Corrections Environment	5
HPER 107, Tone Zone Fitness I	1
OCSUP 106, Applied Mathematics (M)**	5
Approved Elective*	3
Total Credits	14

Quarter Five	Credits
CJ 251, Supervising in the Corrections Environment	4
PSY 140, Career and Life Planning (J)**	3
Approved Elective*	5
Total Credits	12

Corrections Professional/Criminal Justice

Quarter Six

	<u>Credits</u>
CJ 206, Psychology for Criminal Justice	5
OCSUP 299, Principles of Leadership (L)**	1
Approved Elective*	5
Approved Elective*	5
Total Credits	16
Year-Two Total	42
Total Credits	93

A certificate is available upon completion of the year-one requirements. A minimum of 9 credits of related instruction are required for the certificate.

* *Bilingual students may substitute 9 elective credits for Basic Spanish requirements. Advanced level Spanish coursework may be identified for substitution with advisor permission.*

* *A non-traditional credit opportunity is available for those students who are pursuing an AAAS Degree. A student may receive up to a maximum of 15 elective credits toward an AAAS Degree by successfully completing the Washington State Corrections Officers Academy.*

* Approved Electives

For a two-year degree a student will need a total of 21 elective credits. At least 5 credits have to be from the following: PSY 205, SOC 101, SOC 201, SOC 204, CJ 202, CJ 204, CJ 210. The remaining 16 credits can be any 100 or 200 level Sociology, Psychology, Cooperative Work Experience or Criminal Justice Course not required for the degree will be accepted.

** *The following courses meet the related instruction requirements of this program (one class per category required):*

(W) – BA 137, ENG 100, ENG 101, WRITE 100, WRITE 110

(O) – OCSUP 100, OCSUP 102, SPCH 100, SPCH 101

(M) – BA 112, OCSUP 106, MATH 49 or higher

(L) – BA 192, OCSUP 299, PSCI 125

(R) – BA 157, WMGT 192, WMGT 292, OCSUP 101, PSY 101, PSY 111

(J) – AGPR 100, BA 193, OCSUP 103, PSY 140

Criminal Justice

Faculty Advisor:

John Spiva

509.527.4319

john.spiva@wwcc.edu

The Criminal Justice program offers a broad curriculum for students intending to prepare for careers in law enforcement, probation, and corrections, as well as private and industrial security at the local, county, state or federal levels.

An important thrust of this program is to prepare students for positions in the criminal justice system with an Associate in Arts Degree and to provide a curriculum transferable to a baccalaureate institution. The curriculum is designed to:

1. Review and analyze knowledge about criminal justice.
2. Promote an understanding of the philosophy of criminal justice which emphasizes the importance of the individual, the responsibilities of citizenship, and justice under the law.
3. Analyze law enforcement, courts, and corrections, emphasizing their role in the criminal justice system.
4. Provide students with a liberal education, along with intensive professional education, to prepare them for a career in the criminal justice system.

CJ 101 Introduction to Criminal Justice 5 Credit(s)
The relationships and respective responsibilities of different criminal justice agencies. The movement through the system from initial investigation of the crime to ultimate release from confinement. Recommended: READ 098 or instructor permission.

CJ 103 Introduction to Criminal Law 3 Credit(s)
Introduction to the origin and structure of criminal law. Defines elements that constitute the body of criminal law for felonies, misdemeanors, and procedural application as statutory embodiments in the Washington Criminal Code.

CJ 105 Introduction to Corrections 5 Credit(s)
Review of the corrections field, tracing early American penal systems and philosophy to present day correctional programs. Emphasis on our contemporary penal system, incarceration, classification, various forms of release, and community-based correctional programs.

CJ 106 Criminology 5 Credit(s)
Study of deviant behavior as it relates to the definition of crime: crime statistics, theories of crime causation, crime typologies. Introduction to the impact of crime, limits of criminal law, and society's reaction to criminal behavior. Satisfies a social science requirement. Recommended: READ 098 or instructor permission.

CJ 202 Crime and Delinquency 5 Credit(s)
The development of criminal justice responses to formal handling of juveniles. Examination of the legal status of juvenile offenders and other related special conditions involving juveniles in crime and delinquency. Suggested Minimum Reading Level: READ 098.

CJ 204 Constitutional Law 5 Credit(s)
Study of the Constitution of the United States and its provisions and amendments. Includes various decisions of the Court involving constitutional application of due process relating to arrests, searches, seizures, confessions, and prisoner rights.

CJ 205 Principles of Investigation and Evidence 5 Credit(s)
Survey of fundamental techniques as they apply to specific criminal investigations. Examines the basic principles of the law of criminal evidence with emphasis on the role of the investigator in collecting, preserving, and introducing evidence in court. Suggested minimum reading level: READ 098.

CJ 206 Psychology for Criminal Justice 5 Credit(s)
Study of maladaptive behavior as formally recognized by the American Psychiatric Association and diagnostically classified in the Diagnostic Statistical Manual. Special emphasis on sociopathy and related diagnoses most frequently encountered by criminal justice personnel. Also includes an examination of crisis intervention and techniques of brief therapy. Prerequisites: PSY 101. Student may not earn credit for both PSY 206 and CJ 206. Recommended: READ 098 or instructor permission.

CJ 210 Working in the Juvenile System 5 Credit(s)
Instruction and simulated experiences designed to develop a basic understanding of the multiplicity of roles the juvenile justice systems is expected to carry out. Examines the four main elements (courts and related processes, detention centers, institutions, and group homes) and explores the administration/authority granted by the legislature to manage each element. Also examines the duties and qualifications of juvenile justice workers in the state of Washington.

Criminal Justice/Cosmetology

CJ 250 Communicating in the Corrections Environment 5 Credit(s)
Instruction and practical experience designed to develop the specific style of communication skills necessary to work effectively in a correctional institution. Primary goals of this class are the abilities to work within a potentially hazardous environment, issue and enforce direct orders, recognize offender manipulation, practice observation skills, read and interpret body language, problem-solve, and work within a culturally diverse population.

CJ 251 Supervising in the Corrections Environment 4 Credit(s)
A course for the advanced corrections student that emphasizes techniques used in supervision of inmates and subordinate staff. Previous related job experience or completion of the correctional academy is helpful. Prerequisites: Completed or be currently enrolled in CJ 101, CJ 105, CJ 250.

Cosmetology

Faculty Advisors:

Janice Howell 509.527.4220
Branetta Smith 509.527.4228

janice.howell@wwcc.edu
branetta.smith@wwcc.edu

Industry Description: Cosmetology is an exciting people-oriented profession. It is a time-honored yet changing career with excellent job possibilities. The future for a cosmetology graduate might include specialization, travel, teaching, employment as a workshop technician, sales of cosmetic supplies and materials, and management opportunities. Cosmetology can be a rewarding profession for the individual who is hardworking, creative and who enjoys working with people.

Program Overview: The Cosmetology and Instructor Trainee curriculum is offered through the Workforce Education Division. It provides students the theory and practical application needed for the 1700 hour Cosmetology and 600 hour Instructor Trainee course to obtain a Washington State Cosmetology or Instructor license. The primary objective of the program is to prepare students for employment in all areas of beauty culture. Instruction and practice in the cosmetology course include training for shampooing, scalp and hair analysis, haircutting and trimming, removal and trim of facial hair, thermal, wet, and dry styling, skin care, temporary removal of superfluous hair, first aid, permanent waving, chemical relaxing, hair coloring, bleaching, rinses, make-up, manicuring, pedicuring, and the styling of artificial hair. In the cosmetology profession, many chemicals, sprays, and airborne pollutants exist in the workplace. Students are advised to consult their physicians as to possible health problems (i.e., allergies, asthma, dermatitis, etc.) before enrolling.

Program Options: Students may enroll in the cosmetology program at the beginning of any quarter with the exception of summer.

Entrance Requirements: Admission to the Cosmetology Program is open to anyone who has a high school diploma or GED with an average score of 45 points, has taken a math and reading comprehension test, and is at least 18 years of age. The Instructor-Trainee program requires a current Washington State cosmetology license and one year of current work experience in a salon. The instructor's permission is required for admission to the program.

Other Information: For additional program information including regional employment data, completion rates, student characteristics, and employment see <http://www.wtb.wa.gov/etp>.

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Cosmetology

The curriculum is structured to prepare the student for licensing by the Washington State Board of Cosmetology. This schedule lists all courses required for degree completion, but the actual order and specific coursework may vary depending on student placement, start date and quarter. Please check with your advisor prior to any substitutions.

Core courses are available each quarter but must be taken in sequence. This does not apply to recommended and/or related instruction. For the current course sequence, refer to the following web site: <http://www.wwcc.edu/programs/proftech/cosmet/requirements.cfm>

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications

(R) - Human Relations

(M) - Computation / Mathematics

(J) - Job Seeking Skills

(L) - Leadership

First Year

Quarter One

Credits

COSM 111, Principles and Procedures of Cosmetology I	11
COSM 112, Practical Applications I	11
MATH 049, Mathematics I (M)**	5
IFA 022, Medic First Aid Basic	4/10ths
Total Credits	27.4

Quarter Two

Credits

COSM 121, Principles and Procedures of Cosmetology II	11
COSM 122, Practical Application II	11
WRITE 100, Applied Writing (W)**	3
Total Credits	25

Quarter Three

Credits

COSM 131, Intermediate Principles and Procedures I	11
COSM 132, Practical Application III	9-11
SPCH 101, Fundamentals of Speech (O)**	3
Total Credits	23-25

Quarter Four (Typically Summer)

Credits

COSM 270, Practical Application VI	9-11
OCSUP 299, Principles of Leadership (L)**	1
Total Credits	10-12

Second Year

Quarter Five

Credits

COSM 241, Intermediate Principles and Procedures II	9-11
COSM 242, Practical Application IV	9-11
OCSUP 103, Job Seeking Skills (J)**	3
Total Credits	21-25

Quarter Six

Credits

COSM 251, Advanced Principles and Procedures I	9-11
COSM 252, Practical Application V	9-11
HO 110, HIV/AIDS Education	2/10ths
OCSUP 101, Job Psychology (R)**	3
Total Credits	21.2-25.2
Total Credits	127.6 -139.6

When course credits are indicated as variable, students are encouraged to register for the maximum credit. This is the level recommended for effective employment preparedness.

COSM 281, Cadet Instructor Training is available quarterly. Contact your instructor for additional details.

**** The following courses meet the related instruction requirements of this program (one class per category required):**

(W) – BA 137, ENG 100, ENG 101, WRITE 100, WRITE 110

(O) – SPCH 100, SPCH 101, OCSUP 100, OCSUP 102

(M) – BA 112, OCSUP 106, MATH 049 or higher

(L) – OCSUP 299

(R) – BA 157, OCSUP 101, PSY 101, PSY 111

(J) – AGPR 100, OCSUP 103, PSY 140

COSM 111 Principles and Procedures of Cosmetology I 1-11 Credit(s)
Introduction and overview of all aspects of cosmetology. Topics include bacteriology, sanitation, sterilization, draping, basic haircuts and trimming, shampoos, rinses, finger waves, pin curls, rollers, manicuring and nail application, facials, and permanent waves. Emphasizes safety and first aid in all instruction. Prerequisites: Successful completion of ASSET test, high school completion, and instructor permission.

COSM 112 Practical Application I 1-11 Credit(s)
Introduces the student to basic services of cosmetology. Practice in basic shampoos, rinses, haircuts, finger wave, roller, pin curl, manicuring and nail application, permanent wave, introduction to color, and safety/sanitation in each topic. Prerequisites: Successful completion of ASSET test, high school completion, and instructor permission.

COSM 121 Principles and Procedures of Cosmetology II 1-11 Credit(s)
Introduction to basic services of cosmetology. Includes introduction to nail application, hair coloring and lightening, scalp treatments and hair analysis, diseases and disorders of skin and scalp, trim of facial hair, dry styling, skin care, makeup, and first aid. Emphasizes safety and sanitation measures in all instruction. Prerequisite: COSM 111.

COSM 122 Practical Application II 1-11 Credit(s)
Continued practice in basic cosmetology skills on mannequins and models. Areas of emphasis include nail application and removal, hair color, lash and brow tint, bleaching, scalp treatments, thermal styling, skin care (facials), dry styling, permanent waving, temporary removal of superfluous hair, razor cutting, safety, and review. After completion of 400 hours of instruction and reaching Level 2 in services and Level 3 in safety/sanitation, the student may begin basic operations under close supervision of an instructor in the clinical area provided for patrons. Prerequisite: COSM 112.

COSM 131 Intermediate Principles and Procedures I 1-11 Credit(s)
Intermediate instruction in cosmetology. Includes hair coloring (dimensional); nail diseases/disorders; styling aid; thermal waving; safety and sanitation; electricity; light therapy in relation to facials and skin care; blow drying; chemical relaxing and hair cutting/trimming; hairstyling, scalp treatments and hair analysis; diseases and disorders of the skin. Emphasizes safety and sanitation in all instruction. Prerequisites: COSM 111, COSM 121.

COSM 132 Practical Application III 1-11 Credit(s)
Continued work completing the required levels of performance, hour and quarter requirements, and safety/sanitation measures. Prerequisite: COSM 122.

COSM 241 Intermediate Principles and Procedures II 1-11 Credit(s)
In-depth study of the hair structure, diseases and disorders, skin care, compresses and safety, nerves and muscles of face and scalp, pedicuring, makeup, and exam review book. Prerequisite: COSM 231.



COSM 242 Practical Application IV 1-11 Credit(s)
The student continues to work in the program to complete five regular quarters, one summer quarter, and job performances safely at Level 3 and Level 4 as required by WWCC. Total of 1700 hours, including non-credited courses. Prerequisites: COSM 112, COSM 122, COSM 132.

COSM 251 Advanced Principles and Procedures I 1-11 Credit(s)
Course covers the following topics: skin care, artificial hair, chemical relaxing, tricho-analysis, chemical knowledge, hair pressing, safety, superfluous hair removal, pH value, and complete review, including safety and sanitation. Prerequisites: COSM 111, 121, 131, 241.

COSM 252 Practical Application V 1-11 Credit(s)
Students continue to independently and safely practice cosmetology methods at level 4. Students complete 1700 hours and five quarters plus one summer quarter as required by Walla Walla Community College Cosmetology program.

COSM 270 Practical Application VI 1-15 Credit(s)
A summer course that allows students to work in the clinic area in order to complete the required number of hours and levels of services, safety, sanitation, and skills as required by state law and Walla Walla Community College. Prerequisite: COSM 111, COSM 112.

COSM 281 Cadet Instructor Training 1-15 Credit(s)
Training in management and laboratory supervision covering the application of teaching techniques in practical classroom and laboratory services, dispensary inventory and maintenance, and reception area management. Emphasis on sanitation of tools, equipment, and work areas as well as safe practices in storage, mixing, and use of chemicals. Prerequisites: Minimum two years of successful work experience and hold a current Cosmetology License in the state of Washington.

Culinary Arts

Culinary Arts

Faculty Advisor:

Steven Walk

509.524.5173

steven.walk@wwcc.edu

Industry Description: The Food Service and Hospitality industry provides for the largest segment of private employers in the country and offers varied career opportunities for those with a passion for cooking. The culinary arts segment of the industry provides opportunities for careers as a cook, chef, bartender, server, restaurant manager, food and beverage director, baker, pastry chef or caterer.

Program Overview: The program is designed to prepare students for success in the food service and hospitality industry. It provides opportunities to learn the basic skills in product knowledge, food production, service, and management and incorporates extensive hands-on instruction and internship components.

Program Options: AAAS in Culinary Arts – To earn an Associate in Applied Arts and Science degree you must complete all requirements for the certificate program including related instruction requirements.

Entrance Requirements: Students can begin their course of study at any time. A basic knowledge of food service is helpful, but not required. Students need to have the ability to stand in one location for long periods of time and occasionally lift heavy objects. Students should complete a placement test offered by Walla Walla Community College. A high school diploma or GED is recommended for entry into this program; required for a AAAS Degree. It is mandatory that students possess a current state of Washington Health Card.

Other Information: For additional program information including regional employment data, completion rates, student characteristics, and employment see <http://www.wtb.wa.gov/etp>.

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Culinary Arts

This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Please check with your advisor prior to any substitutions.

Core courses are available each quarter but must be taken in sequence. This does not apply to recommended and/or related instruction. The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications

(R) - Human Relations (M) - Computation / Mathematics

(J) - Job Seeking Skills (L) - Leadership

Certificate (850C)

First Year

Quarter One

	Credits
CUL 100, ServSafe	2
CUL 101, Introduction to Professional Cooking	7
CUL 107, Culinary Measurements and Calculations (M)**	5
BA 157, Human Relations (R)*	5
Total Credits	19

Quarter Two

	Credits
CUL 102, Skill Development I	10
CUL 108, Nutrition for Culinary Arts	3
AGPR 116, Meat Cutting	5
WRITE 100, Applied Writing (W)**	3
Total Credits	21

Quarter Three

	Credits
CUL 103, Skill Development II	10
CUL 104, Dining Room Management	3
CUL 190, Cooking Practical I	1
CUL 181, Culinary Internship I	3
CUL 191, Culinary Seminar I	1
OCSUP 299, Principles of Leadership (L)**	1
Total Credits	19
Year-One Total	59

Degree (850)

Second Year

Quarter Four

	Credits
CUL 105, Restaurant Law	2
CUL 202, Professional Cooking I	10
CUL 281, Culinary Internship II	3
CUL 291, Culinary Seminar II	1
EV 100, Orientation to the Wine Industry	1
SPCH 101, Fundamentals of Speech (O)**	3
Total Credits	20

Quarter Five

	Credits
CUL 106, Menu Development	3
CUL 203, Professional Cooking II	10
CUL 290, Cooking Practical II	1
CUL 282, Culinary Internship III	3
CUL 292, Culinary Seminar III	1
OCSUP 103, Job Seeking Skills (J)**	3
Total Credits	21

Quarter Six

	Credits
CUL 297, Co-op Experience	15
CUL 298, Co-op Seminar	1
Total Credits	16
Year-Two Total	57
Total Credits	116

A certificate is available upon completion of the year-one requirements. A minimum of 9 credits of related instruction is required for the certificate.

**** The following courses meet the related instruction requirements of this program (one class per category required):**

(M) – CUL 107

(W) – WRITE 100, WRITE 110, ENG 100, ENG 101, BA 137

(O) – OCSUP 100, OCSUP 102, SPCH 100, SPCH 101

(R) – BA 157, OCSUP 101, PSY 101

(J) – OCSUP 103

(L) – OCSUP 299

CUL 100 ServSafe

2 Credit(s)

This course is an introduction to food production policies that will focus on current regulations, best practices and science-based information. The course will cover Hazard Analysis of Critical Control Points (HACCP) procedures, kitchen safety, and facility sanitation. Students will take the National Restaurant Association ServSafe Examination at the end of the course.

CUL 101 Introduction to Professional Cooking 7 Credit(s)
Introduces the history of culinary arts and major influences of the hospitality industry. Topics of study will include: modern food service, history of uniforms, organization of modern kitchen, and careers in the food industry.

CUL 102 Skill Development I 10 Credit(s)
Introducing the basic cooking fundamentals, topics of study for this course will include: equipment, knife skills, classical cuts, stock soup, sauce production, timing, station organization and culinary terminology. Students will also be introduced to vegetable and starch cookery. Co-requisite: CUL 101.

CUL 103 Skill Development II 10 Credit(s)
Focusing on cooking fundamentals and classical preparations, topics of study for this course will include: basic methods of cooking, braising, roasting, sautéing, steaming, and poaching. An introduction to protein cooking will also be covered. Prerequisite: CUL 102.

CUL 104 Dining Room Management 3 Credit(s)
Provides an introduction to basic table service principles which includes: table settings, order taking, serving methods and serving sequences. Students will learn how to control inventory, merchandize products and services, and manage costs while assuring high quality service to all customers.

CUL 105 Restaurant Law 2 Credit(s)
This course provides an overview of legal issues and requirements associated with the food service industry. Topics of study will include: contract law, forms of business enterprise, legal obligations of owners and employees, liability, and operating within state and federal regulations.

CUL 106 Menu Development 3 Credit(s)
Analysis of menu development for food service operations will be covered. This course will focus on menu development, descriptions, layout, design and pricing with regard to sales mix and station balance. Students will also be involved in critiquing and creating menus while emphasizing concept, clarity, cost, price and efficiency.

CUL 107 Culinary Measurements and Calculations 5 Credit(s)
This course is designed to teach students the basic units of measure and conversions, business management skills, and cost inventory skills necessary for kitchen management. Topics of study will include: purchasing, kitchen ratios, metric measurement, and yield percentages.

CUL 108 Nutrition for Culinary Arts 3 Credit(s)
This is an introductory nutrition course designed for students entering the food service and hospitality field. Students will study information related to the interaction of nutrients in the body and factors which govern nutrient requirements.

CUL 181 Culinary Internship I 3 Credit(s)
An introductory course designed to get students into the workforce for hands-on training in the culinary arts industry with a formal training period agreed upon by the student, employer, and instructor. This is a non- paid position and requires 10 hours per week. Co-requisite: CUL 191.

CUL 190 Culinary Practical I 1 Credit(s)
Students will demonstrate culinary skills in the following areas: soup, sauce, fabrication and preparation of main dish item and appropriate accompaniments. Students will also demonstrate classical knife cuts. Co-requisite: CUL 103.

CUL 191 Culinary Seminar I 1 Credit(s)
This is an introductory seminar for students in cooperative training. A review of work ethics and job performance will be covered. Co-requisite: CUL 181.

CUL 202 Professional Cooking I 10 Credit(s)
This course focuses on professional cooking fundamentals. Topics of study will include: baked goods, pastries, and garde manger. Students will learn basic principles and techniques used in the preparation of baked goods and pastries. This course will also provide an overview of garde manger covering salad preparation, forcemeats and appetizers and cold food presentations. Prerequisite: CUL 103.

CUL 203 Professional Cooking II 10 Credit(s)
Students will be introduced to vegetarian and nutritional cooking. Students will also be introduced to various international cuisines including: French, Italian and Eastern Block. Students will also use wine as a major flavoring ingredient. Prerequisite: CUL 202.

CUL 204 Food Production 10 Credit(s)
This course provides students with a hands-on learning experience of starting a restaurant. Students will act as the Chef owner of a restaurant. Some of the students' responsibilities will include: training student employees, marketing and orchestrating reservations, working various stations of the line and dining room, waiting tables, and wine service. Prerequisite: CUL 203.

CUL 281 Culinary Internship II 3 Credit(s)
This course is designed to get students into the workforce for hands-on training in the culinary arts industry with a formal training period agreed upon by the student, employer, and instructor. This is a non paid position and requires 10 hours per week. Co-requisite: CUL 291.

CUL 282 Culinary Internship III 3 Credit(s)
An advanced course designed to get students into the workforce for hands-on training in the culinary arts industry with a formal training period agreed upon by the student, employer, and instructor. This is a non paid position and requires 10 hours per week. Co-requisite: CUL 292.

CUL 290 Culinary Practical II 1 Credit(s)
Students will demonstrate culinary skills in the following areas: soup, sauce, fabrication and preparation of main dish item and appropriate accompaniments, salad and dressing, and forcemeats. Students will also demonstrate classical knife cuts. Co-requisite: CUL 203.

CUL 291 Culinary Seminar II 1 Credit(s)
This is an advanced seminar for students in cooperative training. A review of work ethics and job performance will be covered. Co-requisite: CUL 281.

CUL 292 Culinary Seminar III 1 Credit(s)
This is an advanced seminar for students in cooperative training. A review of work ethics and job performance will be covered. Co-requisite: CUL 282.

Culinary Arts/Dance

CUL 297 Co-op Experience 1-15 Credit(s)
Students experience hands-on learning while working at a selected commercial food service establishment. This advanced internship is designed to expand students knowledge while increasing speed, timing, organization and the ability to handle cooking in a commercial food service establishment. Students are required to keep a journal to record and reflect on their work experience. Prerequisite: CUL 203.

CUL 298 Co-op Seminar 1 Credit(s)
This is a seminar for students in cooperative training. A review of work ethics and job performance will be covered. Co-requisite: CUL 297.

Dance

The dance program includes a wide range of activity classes that emphasize dance techniques and styles for students at beginning through experienced levels. In addition, the program provides a progression of studies in dance that includes choreography and dance for production. Experienced dancers may audition for acceptance as members of the award-winning WWCC dance teams.

DANCE 101 Aerobics 1 Credit(s)
Emphasis on increasing flexibility, strength, and muscle endurance. No dance background necessary. May be taken as a physical education activity course.

DANCE 102 Jazz I 1 Credit(s)
Designed for the beginning male or female dancer. An introductory experience in various styles of jazz dance, including funk, hip hop, Broadway and L.A. styles.

DANCE 103 Swing Dance 1 Credit(s)
Swing dance (commonly known as the jitterbug or the shag) is an energetic couples style of social dance, made popular by the swing music of the 1940's. No previous experience or partner is needed.

DANCE 104 Advanced Aerobics 1 Credit(s)
Advanced methods of aerobic dance conditioning leading to increased flexibility, strength and endurance.

DANCE 108 Ballet I 1 Credit(s)
An introductory experience in basic ballet positions, barre, center floor work, and combinations of skills.

DANCE 109 Ballet II 1 Credit(s)
An introductory experience in basic ballet positions, barre, center floor work, and combinations of skills.

DANCE 110 Jazz II 1 Credit(s)
Designed for intermediate dancer. Previous beginning levels of jazz or ballet are required.

DANCE 111 Social/Ballroom Dancing 1 Credit(s)
Students will learn several different dance styles including the Foxtrot, Cha Cha, Swing, Waltz, and Rhumba.

DANCE 112 Western/Line Dance 1 Credit(s)
Learn different western line dances (done without a partner) and western swing (with a partner).

DANCE 164 Dance Choreography 2 Credit(s)
Instructor permission and previous dance experience is required. Emphasis is on learning and practicing the fundamentals of rhythm and dance choreography. Students will develop, perform, and produce individual and group pieces for a dance theater production. Prerequisite: Instructor permission.

DANCE 165 Dance Production I 2 Credit(s)
This course will culminate in a dance production. Students will be involved in modern dance technique, rehearsal and performance of student and faculty repertory. Prerequisite: Instructor permission.

DANCE 168 Dance Production III 2 Credit(s)
Modern techniques with Modern Jazz Combinations. Prerequisite: Instructor permission.

DANCE 169 Choreography II 2 Credit(s)
Modern techniques with Modern Jazz Combinations. Previous dance experience required. Prerequisite: Instructor permission.

DANCE 170 Technical Aspects of Dance Production 2 Credit(s)
This course will cover the technical components of a dance production to include costuming, lighting and set design, stage and house managing, sound, publicity, and makeup.

DANCE 172 Latin Dance 1 Credit(s)
This is a beginning level dance course with no previous experience required. Students will learn fundamental combinations and advanced level steps of the following Latin dances: Rumba, Tango, Mambo, Samba, Merengue, and Salsa. In addition, basic social dance style, etiquette, dance positions, and leading/following techniques will be learned. The class will begin with basic steps and progress to more advanced steps and combinations. No special attire or footwear is required.

DANCE 174 Swing Dance II 1 Credit(s)
Swing dance (commonly known as the jitterbug or the shag) is an energetic couples style of social dance, made popular by the swing music of the 1940s. No previous experience or partner is needed.

DANCE 177 Advanced Jazz Dance 2 Credit(s)
Designed for the advanced dancer. Previous dance experience and instructor permission required. Intensive study of advanced skills, techniques and choreography of various jazz, hip hop and funk styles. Prerequisite: Instructor permission.

DANCE 180 Hip Hop 1 Credit(s)
This is a beginning level dance course with no previous experience required. Hip Hop style similar to that seen on current music videos will be the style taught in this class. Students will learn and practice hip hop/Funk fundamentals and combinations. Individual skills, floor work and partner work will be emphasized. Combinations and dance will be practiced and performed to current Rap and R & B music. Street attire and comfortable athletic shoes are appropriate.

DANCE 191 Core Workout 1 Credit(s)
This course is a beginning dance fitness course. The emphasis will be placed on the center CORE of the body, since this is where most athletic skills generate. This is an ideal course for any person interested in personal fitness development or for any competitive athlete looking to improve individual performance. Strength, endurance and flexibility of the abdomen, back, hip, thigh and gluteus muscles will

Digital Imaging Technology

be the major portion of the course, along with some elements of cardiovascular development. Students will learn and perform exercises specific to those areas, and all exercises will be performed with music. Comfortable workout attire and cross training shoes are suggested.

Digital Imaging Technology

Faculty Advisors:

Susan Quinn	509.527.4232	susan.quinn@wwcc.edu
Gerald Sampson	509.527.4224	gerald.sampson@wwcc.edu
Dan Biagi	509.527.4235	dan.biagi@wwcc.edu

Industry Description: Multimedia is a term with a variety of meanings and creates a need for versatile skills in the workforce. A generally accepted industry description includes the presentation of computer applications that may be interactive, and incorporates media elements such as text, graphics, and video with tools allowing the user to navigate, interact, create and communicate. Consequently this field of study has many and varied job opportunities.

Program Overview: The Digital Imaging Technology Program offers courses in the technology and skill areas needed for entry-level employment in the fields of digital publishing for printed media and for the web. In the digital publishing area students are trained to use computer applications for graphic arts, publishing, news media, entertainment, education and advertising. For the web the emphasis is the complete package of skills required for a successful career in Web Technology. Students take a variety of courses in subjects such as Art, E-Commerce, advertising, computer graphics, and Website Management. Students in this program also become proficient with several computer systems including Macintosh and IBM. Program content and relevance are maintained with input from an advisory committee and national and state skill standard setting bodies. Department faculty have advanced degrees in their subject areas and participate in continuing education courses to remain current in their field.

Program Options: The Digital Imaging Technology degree offers an Associate Degree in Applied Arts and Sciences in Digital Publishing or Web Technology. This is a two year program of study. While some of the courses will transfer to a four year institution, students wanting to transfer need to contact the institution of interest for additional information and requirements for their field of interest.

Entrance Requirements: Students can begin their course of study in this program at any time. However, because of course sequencing and class prerequisites, it is preferable to begin in the fall quarter. Students interested in receiving an AAAS Degree in Digital Publishing or Web Technology must have a high school diploma or a GED Certificate.

Other Information: Students transferring into the Digital Imaging Technology Program from another institution should have their previous transcripts from that institution evaluated by an advisor at WWCC to determine which classes are allowed toward the Digital Imaging Technology Program. Before entering the program all students need to secure an advisor within the Digital Imaging Department and become familiar with the program requirements.

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Digital Publishing

This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Please check with your advisor prior to any substitutions.

Core courses are available each quarter but must be taken in sequence. This does not apply to recommended and/or related instruction.

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications

(R) - Human Relations (M) - Computation / Mathematics

(J) - Job Seeking Skills (L) - Leadership

Certificate (743C)

First Year

Quarter One	Credits
ART 104, Design I (Black & White)	5
BA 112, Business Mathematics (M)**	5
CT 121, Computer Software Principles	5
DIT 101, Digital Imaging Foundations	5
Total Credits	20

Quarter Two

Quarter Two	Credits
ART 105, Design II (Color)	5
BA 215, Advertising	5
CT 125, Introduction to Internet	5
Total Credits	15

Quarter Three

Quarter Three	Credits
ART 101, Drawing I	4
BA 137, Business Communications II (W)**	5
DIT 110, Computer Graphics	5
DIT 125, Macintosh Operating System	5
Total Credits	19
Year-One Total	54

Degree (743)

Second Year

Quarter Four	Credits
BA 210, Marketing	5
DIT 112, Computer Illustration	5
DIT 120, Multimedia Authoring	5
Total Credits	15

Quarter Five

Quarter Five	Credits
BA 102, Customer Service (R)**	5
DIT 200, Document Design and Layout	5
DIT 205, Electronic Print Production	5
Total Credits	15

Digital Imaging Technology

Quarter Six	Credits
DIT 081, Co-Op Training	2
DIT 191, Digital Imaging Portfolio (J) (L) **	5
DIT 210, Advanced Computer Design	5
SPCH 101, Fundamentals of Speech (O)**	3
Total Credits	15
Year-Two Total	45
Total Credits	99

A certificate is available upon completion of the year-one requirements. A minimum of 9 credits of related instruction is required for the certificate.

**** The following courses meet the related instruction requirements of this program (one class per category required):**

- (W) – BA 137
- (M) – BA 112
- (O) – OCSUP 100, OCSUP 102, SPCH 100, SPCH 101
- (R) – BA 157
- (J) – DIT 191
- (L) – DIT 191

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Web Technology

The AAAS program provides students with a working knowledge of a variety of graphics software, graphics design, Web design, authoring, Web use, and Web site development and management.

This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Please check with your advisor prior to any substitutions.

Completion of this AAAS degree qualifies the student for junior standing in the Bachelor of Science Degree in Technology at Eastern Washington University. Note: The Eastern Washington University Technology program is available on WWCC campus as an evening option.

Core courses are available each quarter but must be taken in sequence. This does not apply to recommended and/or related instruction.

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

- (W) - Written Communications (O) - Oral Communications
- (R) - Human Relations (M) - Computation / Mathematics
- (J) - Job Seeking Skills (L) - Leadership

Certificate (507C)

First Year	Credits
Quarter One	
ART 104, Design I (Black & White)	5
BA 112, Business Mathematics (M)**	5
CT 121, Computer Software Principles	5
DIT 101, Digital Imaging Foundations	5
Total Credits	20

Quarter Two	Credits
ART 105, Design II (Color)	5
BA 102, Customer Service (R)**	5
BA 215, Advertising	5
CT 125, Introduction to Internet	5
Total Credits	20

Quarter Three	Credits
BA 137, Business Communications II (W)**	5
BA 197, Electronic-Commerce: A Business Perspective	5
DIT 110, Computer Graphics	5
DIT 125, Macintosh Operating System	5
Total Credits	20
Year-One Total	60

Degree (507)

Second Year

Quarter Four	Credits
DIT 112, Computer Illustration	5
DIT 120, Multimedia Authoring	5
DIT 220, JAVA	5
DIT 221, Web Authoring	5
Total Credits	20

Quarter Five	Credits
CT 270, Fundamentals of Network Security	5
DIT 222, Advanced Webpage Design	5
DIT 260, Digital Video and Streaming	5
Total Credits	15

Quarter Six	Credits
DIT 081, Co-Op Training	2
DIT 191, Digital Imaging Portfolio (J) (L) **	5
DIT 223, Website Management	5
SPCH 101, Fundamentals of Speech (O)**	3
Total Credits	15
Year-Two Total	50
Total Credits	110

A certificate is available upon completion of the year-one requirements. A minimum of 9 credits of related instruction is required for the certificate.

**** The following courses meet the related instruction requirements of this program (one class per category required):**

- (M) – BA 112, MATH 065 or higher
- (W) – BA 137, ENG 101, WRITE 110
- (O) – OCSUP 100, OCSUP 102, SPCH 100, SPCH 101
- (R) – BA 102, BA 157
- (J) – DIT 191
- (L) – DIT 191



Digital Imaging Technology

DIT 081 Co-op Training 2 Credit(s)

Students enrolled in co-op are employed in occupations directly related to career choices; consequently, work experience becomes a practical laboratory for reinforcing in-school occupational education. Students earn both pay and college credit for work. Prerequisites: Co-enrollment in Digital Imaging Portfolio class.

DIT 101 Digital Imaging Foundations 5 Credit(s)

This course introduces the techniques, technology, and theory of raster (bitmapped) and vector digital images in web, multimedia, digital video, and animation applications. Students are exposed to the history and future of global communication and how digital technologies are being used. Students discuss the effects of the computer revolution and digital communication on society and explore career opportunities in digital communication fields.

DIT 110 Computer Graphics 5 Credit(s)

Develops beginning skills using raster-based images. Students learn to apply these skills in developing on-screen, multimedia, and Web applications using imaging manipulating software. Introduces the techniques, technology, and theory of raster (bitmapped) in web, multimedia, digital video, and animation applications. Prerequisites: DIT 101, CT 121.

DIT 112 Computer Illustration 5 Credit(s)

Introduces the techniques, technology, and theory of vector digital images in web, multimedia, digital video, and animation applications. Giving students fundamental skills in visual communication, screen design, and typography. Students learn to apply these skills to the development of on-screen, multimedia, and Web applications using programs like Illustrator or similar vector software. Prerequisites: DIT 101, CT 121.

DIT 120 Multimedia Authoring 5 Credit(s)

This course uses a leading Multimedia Authoring Tool as the main software environment. Students will be introduced to the principle features and capabilities of the application by integrating text, graphics, animation, digital video and sound to create interactive multimedia. Prerequisite: DIT 110.

DIT 125 Macintosh Operating System 5 Credit(s)

This course develops computer skills for students who have minimal experience with the IBM pc computer systems to transfer same skills to the Macintosh computer system. Topics include Macintosh versus PC platforms; other operating systems, peripherals, and software for media; Students learn how to locate, access, and retrieve different Macintosh media by looking at extension types. These will include text, images, audio, and video files. The students will learn how to use and develop Web resources using different web page programs across different operating systems.

DIT 191 Digital Imaging Portfolio 5 Credit(s)

The digital publishing and multimedia fields encompass a wide array of occupations involving almost every sector of society. Jobs and careers are always emerging in the fast-paced, ever-changing world of digital media. The instructor will assign Digital Publishing Occupational & Employment Development topics for exploration and development.

In addition the student will be expected to develop a portfolio of projects that demonstrate their technological knowledge gained while pursuing the Digital Publishing Degree.

DIT 200 Document Design and Layout 5 Credit(s)

A course designed to use and apply software to accomplish desktop publishing skills with a professional flair through hands-on exercises. Students will create and duplicate business documents. Principles and typography will be emphasized as well as critiquing student-created examples.

DIT 205 Electronic Print Production 5 Credit(s)

Application of an integrated publishing program package to combine expert type, layout, color, and graphics-handling features with professional illustration tools and sophisticated pre-press functions. The result is the production of advertisements, newsletters, brochures, package designs, catalogues, and newspapers based on industry standards and requirements. An overview of advertising principles to build the foundation for an understanding of established industry marketing standards and requirements, including print shop and newspaper mechanical requirements will be presented. Prerequisite: BA 104.

DIT 210 Advanced Computer Design 5 Credit(s)

Computer-generated design and its practical application in advertising and promotion is presented. Advanced techniques in computer graphic design principles and an introduction to lettering skills and typefaces. Emphasis is on font selection, use, and the role of typography as a communication and design element. Prerequisites: DIT 101, CT 121.

DIT 220 JAVA Programming 5 Credit(s)

This course provides a foundation in Java basics and prepares students to learn more advanced aspects of the Java language. Students install and use Java platform, explore stand-alone applications and Web-hosted applets, learn about Java's object-oriented building blocks, and work with Java's operators and control flow statements.

DIT 221 Web Authoring 5 Credit(s)

This course is an introduction to World Wide Web page design and development. It addresses issues concerning publishing web documents, designing user-friendly websites, fundamentals of HTML (Hypertext Markup Language). Modules include web page styles and designs, web page development using HTML, performance issues and ethics. Prerequisites: DIT 110.

DIT 222 Advanced Webpage Design 5 Credit(s)

This course introduces fundamental concepts and techniques of designing and producing content for the World Wide Web. Students learn to use HTML, graphics applications, and browser delivery. Students will learn skills in a Web production team environment. Emphasis is placed on Web performance tuning, and the application of databases to Web development. Students link databases to Websites, and pull Web data and content in and out of databases; integrate a variety of coding and scripting technologies to enhance the functionality and flexibility of Web sites. Prerequisite: DIT 221.

DIT 223 Website Management 5 Credit(s)

This course is a survey of the tools, techniques, and best practices used to create, maintain, and manage a dynamic web site. It includes database design and management, dynamically created web pages with an emphasis on user interaction. Prerequisites: DIT 101, CT 121, DIT 222.

Digital Imaging Technology/Drama

DIT 240 Computer Animation

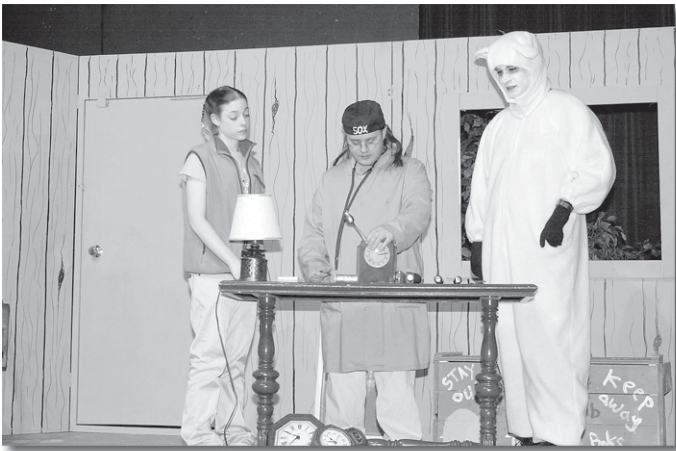
5 Credit(s)

Introduces the student to the basic terminology, concepts and principles of animation. Course covers historical perspective, and current technologies and applications of animation, basic principles of 2D and 3D animation, and application of animation to the Web.

DIT 241 3D Multimedia

5 Credit(s)

This course introduces tools and skills needed to create three-dimensional digital objects. Students work with different 3d programs to create different techniques. Main emphasis is on skills and techniques used to create digital three-dimensional character animation. Students will work with character motion and advanced animation techniques.



DIT 242 Digital Audio Recording

5 Credit(s)

This course introduces basic audio for use in video and computer media applications. Topics include basic sound characteristics, microphones, single and multi-track recording techniques, and sound reinforcement and enhancement. Format includes readings, lectures, demonstrations, and audio-related projects in various digital media.

DIT 245 Video Production

5 Credit(s)

Presents production techniques for a variety of video applications, including theatrical, news gathering, informational, and documentary-style productions. Students will explore designing, storytelling, and information architecture. Students focus on conceptual, visual analysis as well as practical techniques for presenting ideas effectively.

DIT 246 Advanced Video Production

5 Credit(s)

Students will develop knowledge and skills to create professional motion graphics products in a production team environment. Students will gain proficiency in the use of basic and advanced features of graphic motion computer tools. They will develop integrated and seamless video products, and create professional broadcast products for specific applications. Prerequisite: DIT 245.

DIT 260 Digital Video and Streaming

5 Credit(s)

Students learn video technologies, basic equipment operation, video composition, basic lighting and audio, production planning, and visual storytelling. Format can include group projects or personal projects involving post-production editing. Topics include creation of digital video productions for inclusion in multimedia and Web applications such as QuickTime and creation of video productions using digital non-linear editing technology.

Drama

Faculty Advisor:

Paul Wickline

509.527.4317

paul.wickline@wwcc.edu

The Drama Department offers a wide range of courses and opportunities for students interested in the dramatic arts. These courses parallel programs at baccalaureate institutions; participation in play production as actors or in technical support capacities offers a wide array of options. Students who earn an Associate in Arts Degree with an emphasis in drama will be prepared to enter with junior standing at most public four-year colleges and universities in Washington and many other states.

Students may attain experience in set design, set construction, light design and operation, sound design and operation, prop and stage furniture acquisition and management, stage management, stage production, and costume design and construction by taking courses and credit-bearing workshops in those areas. The program also offers a year-long sequence in acting and a year-long sequence of special acting topics. Each quarter one course of representative plays: Classical drama, Shakespeare and Restoration drama, and Modern drama.

Students are encouraged to take supporting course work in music, dance, history, literature, speech, and composition.

The Drama Department cooperates with the other Performing and Fine Arts departments and the WWCC Foundation on a wide range of performance opportunities. These are both co- and extra-curricular programs, including the WWCC Foundation musical, the WWCC gallery shows, the China Pavilion drama season, touring theater, and children's drama workshop, musical recitals and concerts, and music performances in downtown Walla Walla (e.g., Farmers' Market).

The Drama department also supports students' efforts to fulfill degree requirements by offering a wide array of courses appealing to multiple levels of interest, skill, and experience. Course offerings provide the basis for transfer, occupations, and life-long learning.

DRAM 117 Technical Drama I

5 Credit(s)

The current play production is used as a lab course with practical application covering fundamentals of scene construction, costuming, scene painting, sound and lighting operation.

DRAM 118 Technical Drama II

5 Credit(s)

The current play production is used as a lab course with practical application covering fundamentals of scene construction, costuming, scene painting, sound and lighting operation.

DRAM 119 Technical Drama III

5 Credit(s)

The current play production is used as a lab course with practical application covering fundamentals of scene construction, costuming, scene painting, sound and lighting operation.

DRAM 151 Beginning Acting I

3 Credit(s)

Introduction to acting techniques and beginning characterization through improvisation. Student required to furnish personal rehearsal clothes.

DRAM 152 Beginning Acting II 3 Credit(s)

Introduction to script analysis, scene study, and audition/monologue preparation. Students will further explore acting technique. Instruction in physical and vocal technique and a unit in theatrical makeup application are included. Work in improvisation continues. The student will complete the course with a public performance of a monologue and scene at the end of the quarter.

DRAM 153 Beginning Acting III 3 Credit(s)

For advanced beginners. Continuing scene study and monologue work. Students will be challenged with more difficult material and will further explore acting technique with an emphasis on physical and vocal technique. Performance skills applied to special texts, especially Shakespeare, and including other heightened texts and stylized comedy. The student will complete the course with a public performance of a monologue and scene at the end of the quarter.

DRAM 154 Acting-Summer Musical I 5 Credit(s)

A beginning course designed to train students in the dramatic techniques appropriate to large stage, outdoor musical productions.

DRAM 155 Acting-Summer Musical II 5 Credit(s)

A beginning course designed to train students in the dramatic techniques appropriate to large stage, outdoor musical productions.

DRAM 156 Acting-Summer Musical III 5 Credit(s)

A beginning course designed to train students in the dramatic techniques appropriate to large stage, outdoor musical productions.

DRAM 188 Children's Theatre 5 Credit(s)

A class designed for students aged nine years and older, which provides them an opportunity to rehearse and perform a full-length play for the public.

DRAM 190 Play Production I 5 Credit(s)

Applied study in acting, stage lighting and costume construction using current productions as lab situations.

DRAM 191 Play Production II 5 Credit(s)

Applied study in acting, stage lighting and costume construction using current productions as lab situations.

DRAM 192 Play Production III 5 Credit(s)

Applied study in acting, stage lighting and costume construction using current productions as lab situations.

DRAM 195 Touring Theater I 5 Credit(s)

A play for children will be cast, rehearsed, and performed in the schools of the four-county area. Several performances also held in the China Pavilion. Rehearsals typically begin during fall quarter; performances are scheduled for winter quarter. Also performed in the China Pavilion (WWCC Theater).

DRAM 196 Touring Theater II 5 Credit(s)

A play for children will be cast, rehearsed, and performed in the schools of the four-county area. Several performances also held in the China Pavilion. Rehearsals typically begin during fall quarter; performances are scheduled for winter quarter. Also performed in the China Pavilion (WWCC Theater).

DRAM 197 Touring Theater III 5 Credit(s)

A play for children will be cast, rehearsed, and performed in the schools of the four-county area. Several performances also held in the China Pavilion. Rehearsals typically begin during fall quarter; performances are scheduled for winter quarter. Also performed in the China Pavilion (WWCC Theater).

DRAM 215 Set Design 5 Credit(s)

Student learns rudiments of set design using current production as lab situation. Consent of instructor required for admission.

DRAM 217 Technical Drama IV 5 Credit(s)

The current play production is used as a lab course with practical application covering fundamentals of scene construction, costuming, scene painting, and sound and lighting operation.

DRAM 218 Technical Drama V 5 Credit(s)

The current play production is used as a lab course with practical application covering fundamentals of scene construction, costuming, scene painting, and sound and lighting operation.

DRAM 219 Technical Drama VI 5 Credit(s)

The current play production is used as a lab course with practical application covering fundamentals of scene construction, costuming, scene painting, and sound and lighting operation.

DRAM 220 Costumes for the Stage-Introduction 5 Credit(s)

This course teaches the most basic skills used in costuming theatrical productions: sewing, serging, simple construction. Student may also serve on costume crew for a production.

DRAM 221 Costumes for the Stage-Construction 5 Credit(s)

Intermediate costume construction focusing on patterns, drafting, fitting, alterations of costumes for a specific production, and complex or special construction techniques.

DRAM 222 Costumes for the Stage-Management 5 Credit(s)

Practical course in managing costumes with emphasis on production jobs. Student will serve on the costume crew for a major theatrical production.

DRAM 223 Elements of Costume Design 5 Credit(s)

Theatrical and practical aspects of designing costumes for theatrical productions.

DRAM 225 Representative Plays 5 Credit(s)

A study of ten plays representative of historical periods from the ancient Greeks to modern times. Fulfills 5 Humanities credits.

DRAM 226 Asian Plays 5 Credit(s)

A survey of Asian theatre including Japanese: Kabuki Nah, Kyogen and Bunraku; Chinese opera, Taiwanese folk legends and puppetry; Korean dance drama; Indonesian puppets, Wayang Kolet, Wayang Galek and Thai dance drama.

DRAM 251 Intermediate Acting I 3 Credit(s)

This is the first quarter of second year acting for the serious drama student. A more creative response will be required in individual sessions and in mandatory plays. Prerequisite: DRAM 153 or instructor's permission.

DRAM 252 Intermediate Acting II 3 Credit(s)

This course is for the more advanced drama student. A series of audition pieces suitable for use in auditioning for the professional theater will be prepared. These will cover at least four different types of pieces; that is, comic, serious, musical, classical, etc. At the end of the quarter the student will present two contrasting pieces as a program.

DRAM 253 Intermediate Acting III 3 Credit(s)

In the third quarter of the second year of acting classes, the students will apply the techniques they have learned. Comprehensive analysis of character roles will be presented in scene work.

Drama/Early Childhood and Educational Support

DRAM 270 Stage Management 3 Credit(s)
The manager guides the cast through the rehearsal and production of the current play.

DRAM 271 Beginning Directing 3 Credit(s)
The beginning and intermediate directing students will direct students in acting in assigned scenes. The student will also assist the instructor in directing assigned scenes in the current production.

DRAM 272 Intermediate Directing 3 Credit(s)
The beginning and intermediate directing students will direct students in acting in assigned scenes. The student will also assist the instructor in directing assigned scenes in the current production.

DRAM 273 Advanced Directing 3 Credit(s)
The advanced directing student will direct, with supervision, a play to be presented to the public.

DRAM 275 Special Projects in Costuming-Construction 5 Credit(s)
Advanced costume construction for major theater production. Students may be responsible for a group of costumes or supervise a construction crew.

DRAM 276 Special Projects in Costuming-Design 5 Credit(s)
Students will design costumes for a small production or a group of costumes for a large play. Students will supervise construction of their designs. This course is intended as the culmination of costume courses at WWCC.

DRAM 290 Play Production IV 5 Credit(s)
Second year of applied study in acting, stage lighting, scenery and costume construction using current productions as lab situations.

DRAM 291 Play Production V 5 Credit(s)
Second year of applied study in acting, stage lighting, scenery and costume construction using current productions as lab situations.

DRAM 292 Play Production VI 5 Credit(s)
Second year of applied study in acting, stage lighting, scenery and costume construction using current productions as lab situations.

DRAM 295 Touring Theater IV 5 Credit(s)
A play for children will be cast, rehearsed, and performed in the schools of the four-county area. Also performed in the China Pavilion (WWCC Theater).

DRAM 296 Touring Theater V 5 Credit(s)
A play for children will be cast, rehearsed, and performed in the schools of the four-county area. Also performed in the China Pavilion (WWCC Theater).

DRAM 297 Touring Theater VI 5 Credit(s)
A play for children will be cast, rehearsed, and performed in the schools of the four-county area. This show will also be presented in the WWCC theater several times. Rehearsals typically begin during fall quarter; performances occur during the middle part of winter quarter. Also performed in the China Pavilion (WWCC Theater).

DRAM 299 Special Topics 1-5 Credit(s)
For students interested in working on projects in design, acting, directing, stage management, playwriting, etc. Supervised study by instructor permission only.

Early Childhood and Educational Support

Faculty Advisor:

Melinda Brennan 509.527.4237

melinda.brennan@wwcc.edu

Industry Description: Recent studies in early childhood education indicate the vital importance of the early childhood years and the rapid social, emotional, physical, and intellectual growth that takes place during these years. The Early Childhood and Educational Support department prepares students to perform as preschool teachers and childcare providers or as paraeducators in classroom settings. Parent education classes are also offered.

Program Overview: Master teachers provide learning experiences to students in early childhood and paraeducator classes. Pre-service and in-service education is also offered for persons working or desiring to work in preschools, child care settings, and family service agencies. Some courses may apply to Early Child Education endorsement for certificated teachers. Students planning to transfer to a baccalaureate institution in early childhood education or related degree programs should work closely with the faculty adviser to assure that degree requirements are met. Early Child Education and Education courses are generally offered in late afternoon or evenings on a 2-year rotation. Parent education classes are offered each quarter, at both on and off-campus locations.

Program Options: Upon completion of 45 credits in Early Childhood Education and related instruction, the students can earn a certificate in Early Childhood Education. An Early Childhood Education AAAS degree can be completed in 102 credits. ECE WAOL classes are available each quarter. A certificate in Education Paraprofessional can be completed in 45 credits of coursework. The AAAS degree in Education Paraprofessional can be completed in 98 credits. Short-course endorsements are also available. These degree options prepare students for careers as early childhood educators, paraeducators, preschool teachers, and child care professionals. Short Programs specializing in Preschool Care, Child Development, School Age Care, Infant Toddler Care, Special Needs and ESL are also available. A Parent Education endorsement is also available upon completion of 9 credits of parent education classes. All ECE seminars and classes are State Training and Registry System (STARS) approved for childcare providers. CDA training is also available.

Entrance Requirements: READ 088 is recommended to enroll in ECE and ED classes above the 100 level. Students must take the ASSET placement test offered by the student development center at Walla Walla Community College before enrolling in classes. Some classes require permission of faculty advisor to enroll.

Other Information: For additional program information go to www.wwcc.edu/programs/programs/proftech/early_child/. For regional employment data, completion rates, student characteristics, and employment see <http://www.wtb.wa.gov.etp>. WWCC Childcare Resource and Referral Office is also a part of this department. For information on childcare placement, please call 1.877.527.4333 or 509.527.4333.

Early Childhood and Educational Support

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Early Childhood Education

This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Students are required to take the ASSET placement test and score at or above the reading 088 level prior to enrolling in the program. Please check with your advisor prior to any substitutions. For the current course sequence, refer to the following web site: http://www.wvcc.edu/programs/proftech/early_child/requirements.cfm

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications
(R) - Human Relations (M) - Computation / Mathematics
(J) - Job Seeking Skills (L) - Leadership

Certificate (402C)

First Year

Quarter One	Credits
ECE 141, Child Development	3
ECE 144, Early Childhood Education Seminar	1
ECE 146, Cooperative Work Experience	3
ECE 160, Instructional Strategies Special Needs Children	3
ECE 170, Guiding Behavior of Young Children	3
ENG 100, Basic Expository Writing (W)**	5
Total Credits	18

Quarter Two	Credits
ECE 133, Music and Art for Early Educators	3
ECE 137, Language Development and Literacy	3
ECE 146, Cooperative Work Experience	3
ECE 148, Introduction to Child Care*	2
ECE 235, Family Dynamics and Culture (WAOL)	3
SPCH 101, Fundamentals of Speech (O)**	3
Total Credits	17

Quarter Three	Credits
ED 110, Introduction to Education	3
ECE 136, Environments for Young Children	3
ECE 139, Teaching Young Children I *	3
ECE 144, Early Childhood Education Seminar	1
ECE 155, Introduction to Exceptional Children	3
ECE 234, Child Nutrition Health and Safety (WAOL)	3
OCSUP 299, Principles of Leadership (L)**	1
Total Credits	17
Year-One Total	52

Degree* (402)

Second Year

Quarter Four	Credits
ECE 232, Children's Literature	3
ECE 242, Growth, Development and Guidance for School Age	3
ECE 246 Cooperative Work Experience	3
ECE 255, Children at Risk: DASA	3
MATH 065, Introductory Algebra (M)**	5
Total Credits	17

Quarter Five	Credits
ECE 144, Early Childhood Education Seminar	1
ECE 148, Introduction to Child Care.	2
ECE 175, Observation/Recording Behavior of Young Children.	3
ECE 231, Curriculum Development	3
ECE 236, Motor Development and Movement Education	3
ECE 246, Cooperative Work Experience	3
OCSUP 103, Job Seeking Skills (J)**	3
Total Credits	18

Quarter Six	Credits
ECE 239, Teaching Young Children II*	3
ECE 240, Programs for Infants and Toddlers	3
ECE 244, Materials Construction	3
ECE 261, Current Issues and Trends	3
PSY 101, Introduction to Psychology (R)**	5
Total Credits	17
Year-Two Total	52
Total Credits	104

* A certificate is available upon completion of 36 ECE credits and 9 credits of related instruction.

* WSP criminal background check is required to enroll in program.

* A minimum of 3 credits ECE 139 or ECE 239 is required to complete a certificate.

* Students must complete at least one quarter of ECE 146 or ECE 246 before enrolling in practicum course.

* 6 credits of Cooperative Work Experience are required for the certificate.

12 credits of Cooperative Work Experience are required for the degree.

* ECE 144, Seminar may be substituted for ECE 148, Introduction to Childcare.

* A maximum of 4 credits of ECE 144 is allowed.

* Read 088 is the minimum level required to enroll in ECE and ED classes above the 100 level.

Early Childhood Education coursework is typically offered in late afternoon, evenings and on weekends to accommodate students who are working. Summer courses may be available upon request. WAOL courses are available every quarter.

** The following courses meet the related instruction requirements of this program (one class per category required):

(M) – MATH 065 or higher

(W) – ENG 100 or higher

(O) – OCSUP 100, SPCH 100, SPCH 101, OCSUP 102

(R) – PSY 101, PSY 111, OCSUP 101, BA 157

(J) – OCSUP 103, PSY 140

(L) – ECE 299, OCSUP 299, TRAN 299



Early Childhood and Educational Support

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Education Paraprofessional

This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Students are required to take the ASSET placement test and score at or above the reading 088 level prior to enrolling in the program. Please check with your advisor prior to any substitutions. For the current course sequence, refer to the following web site: <http://www.wvcc.edu/programs/proftech/edpar/requirements.cfm>

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications

(R) - Human Relations (M) - Computation / Mathematics

(J) - Job Seeking Skills (L) - Leadership

Certificate (Paraeducator) (839C)

First Year

Quarter One	Credits
ED 141, Child Development	3
ED 146, Cooperative Work Experience	3
ED 160, Instructional Strategies Special Needs Students	3
ED 170, Guiding Behavior of Young Children	3
ENG 100, Basic Expository Writing (W)**	5
Total Credits	17

Quarter Two	Credits
ED 133, Music and Art for Early Educators	3
ED 137, Language Development and Literacy	3
ED 146, Cooperative Work Experience I	3
CT 100, Computer Literacy	5
SPCH 101, Fundamentals of Speech (O)**	3
Total Credits	17

Quarter Three	Credits
ED 110, Introduction to Education	3
ED 155, Introduction to Exceptional Students	3
ED 200, Practicum I: Teaching Young Children*	3
PSY 101, Introduction to Psychology (R)**	5
OCSUP 299, Principles of Leadership (L)**	1
Total Credits	15
Year-One Total	49

Degree* (839)

Second Year

Quarter Four	Credits
ECE 242, Growth, Development and Guidance for School Age	3
ECE 255, Children at Risk: DASA	3
ED 232, Children's Literature	3
ED 246, Cooperative Work Experience	3
ED 265, Instructional Strategies ESL	3
Total Credits	15

Quarter Five	Credits
ED 175, Educ. Assessment, Observation and Recordkeeping	3
ED 231, Curriculum Development	3
ED 236, Motor Development and Movement Education	3
ED 246, Cooperative Work Experience	3
ED 285, Legal, Safety, and Health Issues	3
OCSUP 103, Job Seeking Skills (J)**	3
Total Credits	18

Quarter Six	Credits
ECE 144, Early Childhood Seminar or elective	2
ECE 244, Materials Construction or Elective	3
ED 210, Practicum II: Teaching Young Children*	3
ED 261, Current Issues and Trends	3
MATH 050, Mathematics II (Pre-Algebra) (M)**	5
Total Credits	16
Year-Two Total	49
Total Credits	98

* A certificate is available upon completion of 6 credits of ECE 146/ECE 246, 3 credits of ED 200 or ED 210, 9 credits of related instruction and 27 credits of ED courses.

* WSP criminal background check is required to enroll in program.

* A minimum of 3 credits ED 200 or ED 210 is required to complete a certificate.

* Students must complete at least one quarter of ED 146 or ED 246 before enrolling in practicum course.

* 6 credits of Cooperative Work Experience are required for the certificate.

12 credits of Cooperative Work Experience are required for the degree.

* A maximum of 4 credits of ECE 144 is allowed.

* State of Washington core competencies are included in Education Paraprofessional coursework.

* Read 088 is the minimum level required to enroll in ECE and ED classes above the 100 level.

* Education Paraprofessional coursework is typically offered in late afternoon, evenings and on weekends to accommodate students who are working.

** The following courses meet the related instruction requirements of this program (one class per category required):

(M) – MATH 050 or higher

(W) – ENG 100 or higher

(O) – OCSUP 100, SPCH 100, SPCH 101, OCSUP 102

(R) – PSY 101, PSY 111, OCSUP 101, BA 157

(J) – OCSUP 103, PSY 140

(L) – ECE 299, OCSUP 299, TRAN 299

ECE 129 CDA, Orientation and Pre-assessment I 1-5 Credit(s)

The CDA program is a national effort to train, assess, and grant a professional credential to child care and preschool personnel. Emphasis for this class will be on working in a center-based model with three-five year old children. The student examines and refines each of the functional areas to meet specific needs. Writing proficiency is emphasized. Provides 55 hours of required training. READ 088 recommended.

ECE 130 CDA, Orientation and Pre-assessment II 1-5 Credit(s)

This course is a continuance of ECE 129. The student participates in on-the-job observations and initial and final self-evaluations. Includes participation in either the process of a training plan or in completion of the CDA credentialing process. Writing proficiency is emphasized. Coursework provides 55 hours of the required training for the CDA. READ 088 recommended.

ECE 133 Music and Art for Early Educators 3 Credit(s)

An introduction to practice and use of music and creative activities (including songs, rhythms, body movement, and simple instruments) with young children. Includes use of basic art materials, techniques, and equipment; planning, presentation, and supervision of creative activities and materials; and developmental sequences of child development in the studies of music and art. READ 088 recommended. Student may not earn credit for both ECE 133 and ED 133.

Early Childhood and Educational Support

ECE 136 Environments for Young Children 3 Credit(s)

Planning physical spaces appropriate to children's cognitive, physical, and socio-emotional development. Developing an understanding of the role of environments on children's learning and behavior, including schedules, materials, room arrangement, and center-based learning. Incorporating diversity through the environment is introduced and practiced. READ 088 recommended.

ECE 137 Language Development and Literacy 3 Credit(s)

A course for Education Paraprofessional and Early Childhood students to understand and explore language development and literacy from birth through elementary school. Topics include typical and delayed language development, facilitation and modeling of literacy techniques for preschool, elementary children, special needs students, and ESL students. READ 088 recommended. Student may not earn credit for both ECE 137 and ED 137.

ECE 139 Teaching Young Children I 3 Credit(s)

This lab/practicum course provides the student hands on experience in an early care setting. The student integrates experience and knowledge of young children in planning and assisting as preschool teacher/preschool teacher's assistant. Note: A breach of confidentiality during the practicum experience will result in immediate failure of this class. Includes environments, curriculum evaluation, staff relationships, and code of ethics. Prerequisites: Instructor permission, ECE 146. READ 088 recommended.

ECE 141 Child Development 3 Credit(s)

Survey of the development and behavior of the child from prenatal to 8 years. Covers the characteristics of physical, intellectual, social, and emotional development of the young child. Course topics: Child development, theories of child development, heredity, pregnancy and birth, impact of family, concerns for early childhood professionals, physical development (for infants, toddlers, and preschool), emotional and social development (for infants, toddler, and preschool), intellectual development (for infants, toddlers, and preschool). READ 088 recommended. Student may not earn credit for both ECE 141 and ED 141.

ECE 144 Early Childhood Education Seminar 1-2 Credit(s)

This course includes STARS and CDA seminars. Seminar topics vary each quarter. 5 clock hours in lecture format equals .5 credits.

ECE 146 Cooperative Work Experience 1-3 Credit(s)

Course designed to get students into the work force for hands-on training in the early childhood field. 30 hours of work equal one credit. Instructor permission required. READ 088 recommended. Student may not earn credit for both ECE 146 and ED 146.

ECE 148 Introduction to Child Care 2 Credit(s)

A survey course that provides STARS approved basic training for childcare workers and licensed family day care personnel. Emphasis on care and guidance of children birth to eight years. Course is available on WAOL each quarter and in person at WWCC both winter and summer quarters. READ 088 recommended.

ECE 155 Introduction to Exceptional Children 3 Credit(s)

Students explore the characteristics of children with special needs. Topics Include history and legislation affecting special education as well as causes and classification of handicapping conditions. Ways to teach all children are practiced. READ 088 recommended. Student may not earn credit for both ECE 155 and ED 155

ECE 160 Instructional Strategies Special Needs Children 3 Credit(s)

Provides the technical knowledge to modify behavioral difficulties and to program efficient educational sequences to remediate specific student skill deficits. Included are analysis of basic learning principles, considerations in selecting reinforcement, special techniques for training low-level skills, and a formal design to teach specific skills and/or concepts. READ 088 recommended. Student may not earn credit for both ECE 160 and ED 160.

ECE 170 Guiding Behavior of Young Children 3 Credit(s)

Study of classroom behavior management. Assist the student in gaining practical and theoretical information relating to successful practices in the classroom. Topics include provisions and practices necessary to establish and maintain an appropriate learning environment. READ 088 recommended. Student may not earn credit for both ECE 170 and ED 170.

ECE 175 Observation and Recording Behavior 3 Credit(s)

Students learn various techniques for observing and recording the behavior of children in the classroom setting. Students use information and records to develop curriculum and methods for teaching children. Assessment techniques and instruments are discussed. Some study skills, including self-assessment, are covered. Anti-bias curriculum is introduced. Core competencies for paraeducators are covered (#2,4,5,6,9,10,11). READ 088 recommended.

ECE 231 Curriculum Development 3 Credit(s)

Provides students with a basic knowledge of developmentally appropriate teaching procedures. Students develop competencies in the establishment of long-range and short-term goals and objectives, as well as selection, presentation, and evaluation of a variety of methods and learning materials to achieve the goals. Topics include emergent curriculum, antibias curriculum, developmentally appropriate practice and play. READ 088 recommended. Student may not earn credit for both ECE 231 and ED 231.

ECE 232 Children's Literature 3 Credit(s)

Students develop competence in the use of various types of literature, criteria for selecting children's books, and methods to provide literary experiences with young children. Provides an opportunity to experience literature from Euro-American and other cultures. Includes selection of literature, methods of providing appropriate literary experiences for children, story telling, props, and dramatic play. READ 088 recommended. Student may not earn credit for both ECE 232 and ED 232.

ECE 234 Child Nutrition, Health and Safety 3 Credit(s)

This course helps students explore, understand and analyze how various factors contribute to children's health and safety. It also focuses on the development of skills to assist the student in implementing appropriate health, safety and nutrition practices in the home and school setting. READ 088 recommended.

Early Childhood and Educational Support

ECE 235 Family Dynamics and Culture 3 Credit(s)

Examines family culture, ethnic identity formation, stages of social development, and development of self-concept in young children. Early childhood teachers and caregivers must understand families as the primary context for children's learning and development and respect for diversity in family structures and values. The family is viewed as a foundation for social learning for the young child. This course considers the impact and dynamics of power and privilege, bias, and stereotyping as issues having a negative impact on young children's growth and development. READ 088 recommended. WAOL course.

ECE 236 Motor Development and Movement Education 3 Credit(s)

An introduction to activities that assist in development of a young child's muscle coordination, awareness of body image and movement, and physical development. Topics include developmental sequence, creative expression, brain development, group games, and play. READ 088 recommended. Prerequisites: Instructor permission. Student may not earn credit for both ECE 236 and ED 236.

ECE 239 Teaching Young Children II 3 Credit(s)

A lab/practicum course that provides the student experience in an early childhood setting. The student gains experience in integrating past experience and knowledge of young children in planning and assisting as preschool teacher/preschool teacher's assistant. Note: A breach of confidentiality during the practicum experience will result in immediate failure of this class. Includes environments, curriculum evaluation, staff relationships, and code of ethics. Prerequisite: Instructor permission and completion of ECE 139. READ 088 level recommended.

ECE 240 Programs for Infants and Toddlers 3 Credit(s)

Principles and theories of infant and toddler growth and development, including age appropriate activities and environments. READ 088 recommended.

ECE 242 Growth, Development and Guidance for School Aged 3 Credit(s)

Introduction to growth, development, and guidance of school age children in childcare settings, including but not limited to social, cognitive, emotional, moral, physical, and self-development; guidance and communication; conflict resolution; and working with families involved in school-age programs. READ 088 recommended.

ECE 244 Materials Construction 3 Credit(s)

Exploring, creating, and implementing curriculum-planning process with a special focus on project approach planning, themes, observation, play, case studies, peer support, and feedback. Also study of cultural diversity relating to knowledge of child development activities. READ 088 recommended.

ECE 246 Cooperative Work Experience 1-3 Credit(s)

A course designed to get students into the work force for hands-on training in the early childhood field. 30 hours of work equal one credit. Prerequisite: ED 146 and Instructor permission. READ 088 recommended. Student may not earn credit for both ECE 246 and ED 246.

ECE 255 Children at Risk: DASA 1-3 Credit(s)

Caring for children from families affected by substance abuse. Topics include values clarification, family characteristics, families in treatment, empowerment. READ 088 recommended.

ECE 261 Current Issues and Trends in Early Childhood Education 3 Credit(s)

An overview of the field of early childhood education, issues, trends, and policies. Topics include social, political, economic, and educational issues that influence the education of children. READ 088 recommended. Student may not earn credit for both ECE 261 and ED 261.

ECE 299 Student Leadership - Early Childhood Education 1 Credit(s)

Provides an opportunity for assisting the director of the childcare center or preschool. Class is designed to strengthen leadership skills in the early childhood field. Includes director's responsibilities, regulations and licensing, finances, insurance, school policies, organization of the school/center, record keeping, scheduling, food management and nutrition, and health and safety. Prerequisites: Instructor permission. READ 088 recommended.

ED 110 Introduction to Education 3 Credit(s)

A survey course that explores units on teaching as a profession, as well as the history and philosophy of education. Includes observation of classroom procedures, critical reports, and research, as well as philosophical foundations and theories of education, legal issues, historical foundation, administration and governance, curriculum of schools. READ 088 recommended.

ED 133 Music and Art for Early Educators 3 Credit(s)

An introduction to practice and use of music and creative activities (including songs, rhythms, body movement, and simple instruments) with young children. Includes use of basic art materials, techniques, and equipment; planning, presentation, and supervision of creative activities and materials; and sequences of child development in the studies of music and art. READ 088 recommended. Student may not earn credit for both ECE 133 and ED 133.

ED 137 Language Development and Literacy 3 Credit(s)

A course for Education Paraprofessional and Early Childhood students to understand and explore language development and literacy from birth through elementary school. Topics include typical and delayed language development, facilitation and modeling of literacy techniques for preschool, elementary children, special needs students, and ESL students. READ 088 recommended. Student may not earn credit for both ECE 137 and ED 137.

ED 141 Child Development 3 Credit(s)

Survey of the development and behavior of the child from birth to adolescence. Covers the characteristics of physical, intellectual, social, and emotional development of the child, birth to adolescence. READ 088 recommended. Student may not earn credit for both ECE 141 and ED 141.

ED 146 Cooperative Work Experience 1-3 Credit(s)

Course designed to get students into the work force for hands-on training in the school setting. 30 hours of work equal one credit. Prerequisite: Instructor permission. READ 088 recommended. Student may not earn credit for both ECE 146 and ED 146.

ED 155 Introduction to Exceptional Students 3 Credit(s)

Students explore the characteristics of children with special needs. Topics include legislation affecting special education as well as causes and classification of handicapping conditions. Strategies to teach all children are practiced. READ 088 recommended.

Early Childhood and Educational Support

ED 160 Instructional Strategies Special Needs Students 3 Credit(s)

The class will provide the technical knowledge to modify behavioral difficulties and to program efficient educational sequences to remediate specific students skill deficits. Included is an analysis of basic learning principles, considerations in selecting reinforcement, special techniques for training low-level skills, and a formal design to teach specific skills and/or concepts. READ 088 recommended. Student may not earn credit for both ECE 160 and ED 160.

ED 170 Guiding Behavior of Young Children 3 Credit(s)

Study of classroom behavior management. Assists the student in gaining practical and theoretical information relating to successful practices in the classroom. Topics include provisions and practices necessary to establish and maintain an appropriate learning environment. READ 088 recommended. Student may not earn credit for both ECE 170 and ED 170.



ED 175 Educational Assessment, Observation and Recordkeeping 3 Credit(s)

Students learn various techniques for observation and recording the behavior of children in the classroom setting. Students use information and records to develop curriculum and methods for teaching children. Assessment techniques and instruments are discussed. Some study skills, including self-assessment, are covered. Anti-bias curriculum is introduced. Core competencies for paraeducators are covered (#2,4,5,6,9,10,11). READ 088 recommended. Student may not earn credit for both ECE 170 and ED 170.

ED 200 Practicum I: Teaching Young Children 3 Credit(s)

This lab/practicum course provides the paraeducator student experience in an actual classroom setting. The student will gain experience in implementing prior knowledge and skill in planning and assisting as an education paraprofessional. Forty hours of lab required. Prerequisite: Instructor permission, successful completion of ECE 146. READ 088 recommended.

ED 210 Practicum II: Teaching Young Children 3 Credit(s)

This lab/practicum course provides the second year paraeducator student experience in an actual classroom setting. The student will increase experience in implementing prior knowledge and skill in planning and assisting as an education paraprofessional. Forty hours of lab required. Prerequisite: Instructor permission, completion of ED 200, and ECE 146. READ 088 recommended.

ED 231 Curriculum Development 3 Credit(s)

Provides students with a basic knowledge of developmentally appropriate teaching procedures. Students develop competence in the establishment of long-range and short-term goals and objectives, as well as selection, presentation, and evaluation of a variety of methods and learning materials to achieve the goals. Topics include emergent curriculum, anti-bias curriculum, developmentally appropriate practice and play. READ 088 recommended. Student may not earn credit for both ECE 231 and ED 231.

ED 232 Children's Literature for Educators 3 Credit(s)

Students develop competence in the use of various types of literature, criteria for selecting children's books, and methods to provide literary experiences with young children. Provides an opportunity to experience literature from Euro-American and other cultures. Include selection of literature, methods of providing appropriate literary experiences for children, story telling, props, and dramatic play. READ 088 recommended. Student may not earn credit for both ECE 232 and ED 232.

ED 236 Motor Development and Movement Education 3 Credit(s)

An introduction to activities that assist in development of a young child's muscle coordination, awareness of body image and movement, and physical development. Topics include developmental sequence, creative expression, brain development, group games, and play. READ 088 recommended. Student may not earn credit for both ECE 236 and ED 236.

ED 246 Cooperative Work Experience 1-3 Credit(s)

Course designed to get students into the work force for hands-on training in the school setting. 30 hours of work equal one credit. Prerequisites: ED 146 and Instructor permission required. READ 088 recommended. Student may not earn credit for both ECE 246 and ED 246.

ED 261 Current Issues and Trends in Early Childhood Education 3 Credit(s)

An overview of the field of early childhood education, issues, trends, and policies. Topics include social, political, economic, and educational issues that influence the education of children. READ 088 recommended. Student may not earn credit for both ECE 261 and ED 261.

ED 265 Instructional Strategies English as a Second Language 3 Credit(s)

Students develop a basic understanding of second language acquisition. A variety of instructional strategies are covered to address skill development in monolingual and bilingual students. READ 088 recommended.

ED 285 Legal, Safety, and Health Issues 3 Credit(s)

Students learn health and safety methods and procedures for children and study aspects of child abuse and neglect laws, reporting procedures, HIV/AIDS prevention, blood borne pathogen education, and first aid. Basic education, special education, and categorical program requirements are overviewed as well as Code of Ethics. READ 088 recommended.

Economics/Electricity

Economics

Faculty Advisor:

Debbie Frazier

509.527.4689

debbie.frazier@wwcc.edu

The college's economics courses provide students with a more informed understanding of economic principles, structures, and forces. These classes are of interest to students planning to transfer to four-year colleges and universities, those requiring background for specialized programs, and those who desire a better awareness of contemporary society.

ECON 200 Survey of Economics 5 Credit(s)

Emphasis is given to application of economic principles and concepts in solving economic problems encountered by individuals at the firm or household level up to the national level. College transfer students are encouraged to take ECON 201 and ECON 202.

ECON 201 Fundamentals of Macroeconomics 5 Credit(s)

Organization and operation of the American economy; Theory and policy related to supply and demand, money and banking, analysis of employment inflation, aggregate output, and economic growth.

ECON 202 Fundamentals of Microeconomics 5 Credit(s)

Principles of human responses to scarcity and choices; including supply and demand theory, production theory, costs of production, and price and output determination under existing market structures. Student may not earn credit for both ECON 202 and AGRI 202.

Electricity

Faculty Advisor:

Mike Houdak

509.527.4252

michael.houdak@wwcc.edu

Industry Description: The use of electricity and electronics in our community and throughout the world is an ever-increasing technology that affects every aspect of our lives. From the homeowner who needs to replace a receptacle, to the journeyman electrician working on an industrial power-supply require a foundation understanding of electrical principles. Today's electrical and electronic industry demands a high degree of technology to install, operate, maintain and upgrade equipment and systems.

Program Overview: The electrical courses provide students with an understanding of electrical safety, basic DC AC electrical theory, electronic theory, generator and motor theory, motor controls, programmable logic controllers, and national electrical code associated with the residential, commercial and industrial industries. These courses are offered in a lecture with demonstration and lab application formats.

Program Options: Students may complete a short-term certificate program in Introduction to Electrical or Electricity/Electronics – Maintenance of Motor Controls. The Electricity program also offers supplemental courses for the Refrigeration and Air Conditioning and Water Management programs.

Entrance Requirements: Students contemplating entering an electrical training course should complete placement testing offered by Walla Walla Community College, and meet with an advisor in the electrical training area. A high school diploma or GED is recommended for entry into this program and is required if students pursue a AAAS degree.

Other Information: The electrical industry expands further than the average individual considers, with electrical license now required for residential, pump and irrigation, domestic well, signs, HVAC/R, non-residential maintenance, non-residential lighting maintenance, appliance repair, equipment repair, door, gate, alarm, energy management, and telecommunication as well as commercial and industrial in the state of Washington. Individuals looking to enter into most any technical job area would want to consider electrical training to enhance their marketability or skills. For additional program information including regional employment data, completion rates, student characteristics, and employment see <http://www.wtb.wa.gov/etp>.

ELEC 131 Principles of Electricity Theory 5 Credit(s)

Introduction to basic DC and AC electrical theory, instruments, wiring, electrical sources and application. The student will acquire a basic knowledge of electrical safety, theory, vocabulary, and calculations of series, parallel, and combination circuits involving Direct and Alternating Current.

ELEC 132 Principles of Electricity AC Application 5 Credit(s)

Introduction to basic DC and AC electrical theory, containing capacitors, single and three-phase wiring, transformers, generators, alternators, motors and application. The student will acquire a basic knowledge of electrical theory, vocabulary, capacitors, resistive-inductive-capacitive reactance in series and parallel circuits, filters, resonance, single and three-phase transformers, DC generators, DC motors, Three-Phase Alternators, Three-phase and single phase Motors. ELEC 131 recommended.

ELEC 140 Introduction to Electronic Controls 5 Credit(s)

Introduction to solid-state theory and basic electronic components. Students will study solid-state theory, operation, and testing of solid-state components and devices to include diodes, thermistors, transducers, photocells, transistor, SCR, Diac, Triac, SS relays, photoelectric and proximity controls. Prerequisite: ELEC 130 or instructor permission.

ELEC 151 Electric Motor and Controls 1-8 Credit(s)

Knowledge of practical aspects of single and three phase motors and motor controls. Students will learn electrical symbols and line diagrams, basic electricity and magnetism, automatic, electronic, and programmable controls, electric motors, and circuits. Prerequisite: ELEC 130 or instructor permission.

ELEC 181 Introduction to the National Electrical Code 2 Credit(s)

Introduces National Electrical Code to RAC and IRT 2nd year students to familiarize them with legal codes concerning electrical safety. Teaches students how to find applicable sections of code relating to their trade. Covers code definitions, terms, single family, commercial installation, and hazardous area code requirements. Prerequisite: ELEC 130 or instructor permission.

ELEC 199 Special Problems 1-6 Credit(s)

A variable credit class designed to provide specialized training in the Electrical Industry. Training and topics will be developed on a special needs student by student basis.

ELEC 253 Introduction to Programmable Controllers 5 Credit(s)

This course covers terminology, programming, and troubleshooting of industrial programmable logic controllers. Students gain knowledge of terminology, language, components, hands-on interfacing, programming with hand-held and PC computers, and troubleshooting of industrial programmable logic controllers. Prerequisite: ELEC 151 or Instructor permission.

English

Faculty Advisors:

Linda Andrews	509.527.4641	linda.andrews@wwcc.edu
Michael Kiefel	509.527.4640	michael.kiefel@wwcc.edu
Brad LaFran	509.527.3682	brad.lafran@wwcc.edu
Virginia McConnell	509.758.1709 - Clarkston	virginia.mcconnell@wwcc.edu

All new and re-entering students are tested in English and mathematics at Walla Walla Community College. As a result of this testing, students will be enrolled in the most appropriate English course.

ENG 059 Vocabulary 1-2 Credit(s)

Students learn to improve their communication skills by broadening their vocabulary. Instruction is individualized and based on students' goals.

**ENG 080 Reading and Writing Concepts:
From Sentence to Paragraph 10 Credit(s)**

Assists students in developing reading and writing skills. Integrates the reading and writing process so that the writing assignments grow out of the students' reading. Includes elements of grammar, sentence structure, and basic paragraph structure as well as instruction in identifying topics, main ideas, and supporting details. Students also learn several different ways to take notes and how to paraphrase from text. Students work on computers, individually and in group settings. Prerequisite: Placement by entrance assessment.

ENG 085 Grammar 3 Credit(s)

This course provides the student grammar review of basic parts of speech and sentence structure.

ENG 086 Spelling I 1-2 Credit(s)

A self-paced course that emphasizes basic spelling rules and principles, dictionary use, and writing as an approach to better spelling. A listening test is given to each student to determine a starting point and to individualize each student's program.

ENG 089 Writing Fundamentals II 1-5 Credit(s)

Focuses on key elements of grammar, sentence and paragraph structure, and specific writing tasks, such as: descriptions, directions, and summaries. Prerequisite: Placement by entrance assessment.

ENG 092 Special Topics in Writing I 1-5 Credit(s)

Provides students an opportunity to improve identified and specific areas of writing skills. Individualized instruction according to students' goals.

ENG 093 Special Topics in Writing II 1-5 Credit(s)

Provides students the opportunity to review a specific area of writing. Individualized instruction according to students' goals.

ENG 094 Special Topics in Writing III 1-5 Credit(s)

Provides students the opportunity to review a specific area of writing. Individualized instruction according to students' goals.

ENG 095 Individualized Study Skills 5 Credit(s)

A program designed to improve student efficiency in the areas of listening and note taking, time management, textbook reading

strategies, concentration, memory improvement, exam preparation, and test anxiety. Each topic may be taken as an individual credit for up to five credits in one quarter. Prerequisite: Placement by an entrance assessment score of 33 or above on the ASSET or 51 or above on the Compass.

ENG 096 Spelling II 2 Credit(s)

A continuation of Spelling I in a self-paced format. The student continues to work on individual areas of need determined by the listening test given in the previous course. Prerequisite: Students must have passed two credits of ENG 086 before continuing with ENG 096.

ENG 099 Writing Fundamentals III 5 Credit(s)

An intermediate writing course which focuses on grammar review, sentence combining, paragraphing, organization and development, and editing and proofreading. Prerequisite: Placement in ENG 099 by entrance assessment or a C or better in English 080 or 089.

ENG 100 Basic Expository Writing 5 Credit(s)

This course prepares the student for English 101. Focuses on development of critical thinking and composition of analytic paragraphs and essays. Prerequisite: Either a grade of C or above in ENG 099 or an appropriate score on the English placement test.

ENG 101 English Composition I 5 Credit(s)

Focuses on the development of structural and stylistic writing skills with concentration on expository, critical, analytical, and persuasive essay techniques. Prerequisite: Placement by entrance assessment or a grade of C or better in ENG 100.

ENG 102 English Composition II 5 Credit(s)

Concentrates on learning how to gather and present evidence for a research or library paper in the humanities, social sciences, or natural sciences. Both MLA and APA documentation will be studied. Prerequisite: ENG 101 with a grade of C or better.

ENG 120 Creative Writing 3 Credit(s)

Acquaints students with literary techniques and forms and encourages writing of original works of fiction and poetry. While acknowledged writers may serve as examples of the craft of writing, the emphasis of the course lies in developing one's own unique style through various creative approaches.

ENG 130 Creative Writing II 3 Credit(s)

Acquaints students with literary techniques and forms and encourages writing of original works of fiction and poetry. While acknowledged writers may serve as examples of the craft of writing, the emphasis of the course lies in developing one's own unique style through various creative approaches.

ENG 140 Creative Writing III 3 Credit(s)

Acquaints students with literary techniques and forms and encourages writing of original works of fiction and poetry. While acknowledged writers may serve as examples of the craft of writing, the emphasis of the course lies in developing one's own unique style through various creative approaches.

English as a Second Language

English as a Second Language

Faculty Advisors:

Ellen Harley 509.527.3688 ellen.harley@wwcc.edu
Tereza Call 509.758.1707–Clarkston tereza.call@wwcc.edu

Industry Description: The ESL Department's mission is to elevate students' aspirations and to provide basic skills instruction that will enable students to further their education in preparation for entering the workforce and better participate in the social, cultural, and economic environment.

Program Overview: Classes in English as a Second Language are offered to non-native speakers. Instruction is designed to help students acquire skills in understanding, speaking, reading, and writing English. Students are tested and placed at one of six levels according to their ability, and progress is determined individually.

Program Options: English as a Second Language instruction is centered on the five Washington State Core Competency basic skill areas: listening, speaking, reading, writing, and mastering computer technology. Instruction is in English and incorporates a variety of language teaching techniques to meet the needs of students from Level 1 through Level 6. The teachers and students work together in a communicative classroom setting with special emphasis given to community, civic, personal, and workplace topics.

Entrance Requirements: Non-native speakers are placed by CASAS Form 20 in Levels 1 through 6. Registration takes place in the English as a Second Language Department. All classes are open entry.

ESL 005 English as a Second Language I 1-9 Credit(s)

This course is offered for non-literate second language speakers. Students will be able to function with difficulty in situations related to immediate needs, handle tasks in which basic communication skills are needed, communicate with difficulty with native speakers, and will acquire the basic literacy skills to proceed to ESL 010. Prerequisite: Placement by CASAS.

ESL 010 English as a Second Language II 1-9 Credit(s)

This course is offered for students who are literate in their own language. Students will understand and use familiar oral and written phrases when presented slowly and with frequent repetition. They will use limited pronunciation skills and write basic personal information. Students will be able to handle routine entry-level jobs that involve only the most basic oral communication skills and will be prepared to proceed to ESL 020. Prerequisite: Placement by CASAS or completion of ESL 005.

ESL 012 Grammar in Action 1-4 Credit(s)

This course is based on The New Grammar in Action series and presents English language structure progressing from vocabulary development to sentence-level grammatical instruction. It offers grammar structures in context and in use. Students will acquire basic grammar skills for ESL Level II and/or to proceed to ESL Level III or IV.

ESL 014 Beginning Conversation 1-4 Credit(s)

For students needing skills in verbal communication at a basic level. Students will use familiar (memorized or routine) oral phrases, questions and social conversation to increase both speaking and listening comprehension. They will acquire the basic speaking skills to proceed to ESL 015.

ESL 015 Oral Communication Skills 1-4 Credit(s)

Study and practice in pronunciation of North American English (NAE), phonetics, intonation, stress, and articulation. Prerequisite: ESL 005.

ESL 020 English as a Second Language III 1-9 Credit(s)

Enables students to: satisfy survival needs and routine work/social demands, handle work that involves oral and written instructions, comprehend basic citizenship skills, and communicate with native speakers. The students will apply basic sentence, fundamental spelling, and punctuation rules. Prerequisite: Placement by CASAS or completion of ESL 010.

ESL 030 English as a Second Language IV 1-9 Credit(s)

Enables students to: satisfy survival needs and routine work/social demands, handle work that involves oral and written instructions in familiar and some unfamiliar situations, apply and interview for jobs and be able to access information and word process, communicate with native English speakers on familiar topics, and pursue basic skills or vocational training courses while continuing English training. Prerequisite: Placement by CASAS or completion of ESL 020.

ESL 040 English as a Second Language V 1-9 Credit(s)

Designed for pre-vocational or academic preparatory students who need to improve their English language skills. Instruction in reading, writing, oral communication, listening, and pronunciation of English, with additional information on American customs in the workplace, job seeking skills, and workplace literacy. Prerequisite: Placement by CASAS or completion of ESL 030.

ESL 050 English as a Second Language VI 1-9 Credit(s)

Students will identify realistic long-term career and academic goals and the stages by which to attain them. They will be able to follow oral instructions, ask questions to obtain clarification, and participate in conversations in routine work, school, and social situations. They will be able to write business letters, summarize authentic types of text, and produce a resume. Prerequisite: Placement by CASAS or completion of ESL 040.

ESL 052 ESL Writing Development 1-4 Credit(s)

Writing narrative descriptions and short essays on familiar topics such as customs in native country. Grammar lessons are integrated into the curriculum. Computers are used for editing and proofreading. Prerequisite: CASAS (form 20) 210.

ESL 060 Multi-Level ESL 1-11 Credit(s)

This course is for ESL students in levels I-VI.

ESL 066 E-Learning for ESL 1-5 Credit(s)

A computer course designed for ESL students at all levels of English competency. Students will use a variety of programs and the Internet to improve language, grammar, vocabulary, and computer skills. Students will use the computer as a learning tool to improve college study skills.

ESL 085 Getting to Know Our World 1-9 Credit(s)

The purpose of this course is: (1) to broaden and deepen the ESL student's knowledge of the world, (2) to increase the level of cultural literacy, (3) to introduce basic skills of research and information gathering, (4) to provide more opportunity for ESL students whose level is between ESL Level 4 to 6 or ABE level. Prerequisite: Advanced level ESL or written consent of instructor.

Ethnic Studies/Enology & Viticulture

ESL 095 Introduction to Career Planning 3 Credit(s)

This course assists students in developing educational plans and selecting/investigating vocational areas of interest. Emphasizes helping students with developing an individual plan of action, accessing financial assistance, completion of financial assistance forms, development of the "Transition Plan for Success," and preliminary selection of a vocational-technical area of interest.

Ethnic Studies

As a part of Walla Walla Community College's commitment to providing opportunities for understanding the uniqueness of self and others and demonstrating an openness toward diverse points of view, WWCC offers a variety of ethnic studies courses. These may appear under several headings, such as Humanities, sociology, music, history, and others.

ETH 110 African-American Studies: 1950 To Present 3 Credit(s)

This course critically examines the impact of social, economic, political, educational and penal policies on African American citizens. The class covers the period from 1950 to present. Consequently, it offers students the opportunity to analyze recent events through the lens of Black culture.

Enology and Viticulture

Faculty Advisors:

Myles Anderson	509.527.5175	myles.anderson@wwcc.edu
Stan Clarke	509.527.5171	stan.clarke@wwcc.edu
Mike Moyer	509.527.5172	michael.moyer@wwcc.edu

Industry Description: Wine production in the state of Washington has rapidly grown to become a \$3 billion industry, with more than 30,000 acres of vineyards, 250 bonded wineries, and a new licensed and bonded winery emerging every month. In the Walla Walla Valley alone, there are nearly 1500 acres under the vine, while the number of bonded wineries in the area has grown from 8 to 60 in only nine years. The Walla Walla Institute for Enology and Viticulture was established to 1) facilitate alliances with vintners and viticulturists in the Walla Walla Valley and throughout the state of Washington, 2) promote the economic development of the wine industry, and 3) provide education and training for those with an interest in this industry.

Program Overview: The Enology and Viticulture program is designed to provide students with hands-on experience in winemaking and viticultural practices. To this end, the Institute has created a state-of-the-art, commercially viable, licensed and bonded teaching winery, the only of its kind at any two-year college in the United States, where the students themselves are responsible for grape processing and wine-related chemical analyses. Moreover, as the Institute views viticulture as the science of wine farming and as the pre-requisite for the crafting of premium wines, the Institute has developed several acres of teaching vineyards, along with a certified nursery, where students actively participate in vineyard management and the growing of quality wine grapes. In short, students experience winemaking from vine to bottle.

Program Options: The Institute offers courses with internships that lead to a one-year Viticulture Certificate, a one-year Fermentation Certificate, or a two-year Associates in Applied Arts and Sciences (AAAS) in Enology and Viticulture. Students may also choose to pursue an AAAS in Agri-Business with an Enology and Viticulture elective. Additionally, students who wish to obtain a higher degree can pursue an Associate of Arts Degree, a program option that contains many of the prerequisite courses for transfer to a four-year institution such as Washington State University. These degrees will prepare students for a variety of careers in vineyards, (vineyard workers, vineyard managers, viticulturists), wineries, (winemakers, cellar workers, lab technicians, retail sales representatives), and in supporting industries (hospitality, marketing, winery equipment sales, etc.)

Entrance Requirements: Students are required to have a high school diploma or GED, and instructor's permission prior to enrolling in the program. Students enrolling in courses focusing on winemaking must be 18 years of age or older and must be able to lift 50 lbs. In addition to completing an application for admission to Walla Walla Community College, prospective students must submit a resume to the Institute for Enology and Viticulture, and must also arrange for an interview with one of the Institute's instructors. After acceptance to the program, students will be required to leave a deposit to hold their spot for the up and coming fall quarter.

Other Information: The Institute also offers short courses in sensory evaluation, wine appreciation, wine consumer education, health and wine awareness, and hospitality training. For additional program information including regional employment data, completion rates, student characteristics, and employment see <http://www.wtb.wa.gov/etp>.

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Enology and Viticulture

This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Please check with your advisor prior to any substitutions.

Core courses are available each quarter but must be taken in sequence. This does not apply to recommended and/or related instruction. For the current course sequence, refer to the following web site: <http://www.wwcc.edu/programs/proftech/wine/classes.cfm>

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

- (W) - Written Communications (O) - Oral Communications
(R) - Human Relations (M) - Computation / Mathematics
(J) - Job Seeking Skills (L) - Leadership

Enology & Viticulture

Certificate (Viticulture) (121C)

First Year

Quarter One	Credits
EV 100, Orientation to the Wine Industry	1
EV 101, Establishing a Vinifera Vineyard	5
EV 196, Viticulture Practicum I	1-3
EV 231, Pesticide Licensing for Viticulture	3
AGPR 201, Basic Soils Science	5
WMGT 112, Irrigation Principles	5
Total Credits	20-22

Quarter Two	Credits
EV 107, Winemaking for Viticulture	3
EV 197, Viticulture Practicum II	1-3
AGPR 114, Plant Science	3
AGPR 202, Soils Fertility and Management	5
SPCH 101, Fundamentals of Speech (O)**	3
Total Credits	15-17

Quarter Three	Credits
EV 102, Maintaining a Vinifera Vineyard	5
EV 198, Viticulture Practicum III	1-3
AGPR 105, Weed Biology Identification	5
PSY 101, Introduction to Psychology (R)**	5
MATH 065, Introductory Algebra (M)**	5
Total Credits	21-23
Year-One Total	56-62

Degree * (Fermentation Certificate) (121E)

Second Year

Quarter Four	Credits
EV 203, Science of Winemaking I	5
EV 296, Winemaking Practicum I	1-3
AGPR 120, Agricultural Chemistry	5
ENG 101, English Composition I (W)**	5
Total Credits	16-18

Quarter Five	Credits
EV 108, Wine Industry Employment (J)**	3
EV 204, Science of Winemaking II	5
EV 297, Winemaking Practicum II	1-3
EV 299, Student Leadership (L)**	1
AGRI 215, Plant Diseases and Insects	5
Total Credits	15-17

Quarter Six	Credits
EV 205, Science of Winemaking III	5
EV 298, Winemaking Practicum III	1-3
AGRI 211, Agri-Business Management	5
Total Credits	11-13
Year-Two Total	42-48
Total Credits	98 -110

* A Viticulture Certificate is available upon completion of year-one requirements. A minimum of 9 credits of related instruction is required for the certificate.

* A Fermentation Certificate is available upon completion of year-two requirements. A minimum of 9 credits of related instruction is required for the certificate.

** The following courses meet the related instruction requirements of this program (one class per category required):

(W) – ENG 101	(L) – EV 299
(O) – SPCH 101	(R) – PSY 101
(M) – MATH 065 or higher	(J) – EV 108

EV 100 Orientation to the Wine Industry 1 Credit(s)
This course is an overview of the wine industry in the Walla Walla Valley and the State of Washington. This is an extension of the class titled: "Vine to Wine" and is required for students majoring in Viticulture or Enology. Students will enhance their knowledge of this growing industry and its current and future impact. Students will gain a deeper understanding and appreciation for the art and skill that go into crafting premium wines. Class participants must be at least 21 years of age.

EV 101 Establishing a Vinifera Vineyard 5 Credit(s)
This course is designed as an introduction to the processes of establishing a vineyard. Emphasis is placed on site selection, vine varieties, soil preparation, planting methods, vineyard layout, and equipment requirements.

EV 102 Maintaining a Vinifera Vineyard 1-5 Credit(s)
The course provides the student the skills necessary for maintaining the vineyard from the point of dormancy through the harvest. The course emphasizes crop monitoring techniques, pruning methods, bloom, vine manipulation, determining vine health, as well as the relationship that exists between the grower and the vintner.

EV 107 Winemaking for Viticulture 3 Credit(s)
Introduces the science of wine farming and investigates how premium wines are crafted in the vineyard, as well as at the winery.

EV 108 Wine Industry Employment 3 Credit(s)
Provides insights and experiences necessary to become a successful job applicant in the wine industry. Investigates the employers' perspective, competitive job seeking, resume and application writing, networking and interview procedures.

EV 141 Introduction to Wine Marketing 3 Credit(s)
This course is designed to focus the student's attention on direct sales. This includes selling at the bonded premise, on-line and other direct sales methods.

EV 142 Wine Marketing II 3 Credit(s)
This course introduces the student to the goals of wine marketing, examines the difference between sales and marketing, and provides an in-depth look at the wine market. Prerequisite: EV 141.

EV 157 Cooperative Work Experience 1-9 Credit(s)
An opportunity to learn and apply skills while working at an approved vineyard and/or winery site. Typically a paid work experience for advanced viticulture students. Prerequisite: Completion of one quarter of the enology program.

EV 175 Vineyard and Winery Spanish 1 Credit(s)
This seminar is designed for English speakers who work with winery and vineyard employees whose first language is Spanish. The course covers basic pronunciation and verb conjugations while emphasizing vocabulary and expressions specific to the vineyard and winery.

EV 186 Small Lot Winemaking 1 Credit(s)
Designed for the home winemaker, this is a five-week course in which students will learn basic winemaking principles including fruit processing, juice additions, alcoholic and malo-lactic fermentations, and wine preservation and aging. Participants will crush and press Walla Walla Valley grapes and then take home their own five-gallon carboy of freshly pressed juice to finish into wine. Oak chips optional.

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EV 196 Viticulture Practicum I 1-3 Credit(s)
Provides students with hands-on learning experiences while assigned to a selected vinifera vineyard manager. Prerequisite: Current enrollment in the Viticulture program.

EV 197 Viticulture Practicum II 1-3 Credit(s)
This is a second quarter practicum which provides the student with hands-on learning experiences while assigned to a selected vinifera vineyard manager. Prerequisite: Current enrollment in the Viticulture program.

EV 198 Viticulture Practicum III 1-3 Credit(s)
This is a third quarter practicum which provides students with hands-on learning experiences while assigned to a selected vinifera vineyard manager. Prerequisite: Current enrollment in the Viticulture program.

EV 203 Science of Winemaking I 5 Credit(s)
This is an advanced enology course for second year students. In this course, the students themselves are responsible for fruit processing in an actual commercial setting. Through hands-on experience, students will gain a knowledge of winery equipment such as forklifts, crusher/destemmers, presses, tanks, pumps and heating/cooling systems. The course will also discuss winemaking principles such as fruit selection, fruit processing, juice additions, alcoholic and malo-lactic fermentation, as well as winery hygiene. Prerequisites: At least 21 years old and instructor permission.

EV 204 Science of Winemaking II 5 Credit(s)
The second course of a three-course series of enology instruction. In this course, the chemistry of winemaking is emphasized. Students will learn wine composition, wine analytical techniques, and the relevance of these analyses to winemaking decisions. Students will also gain hands-on experience participating in winery operations such as racking, topping, and blending. Prerequisites: At least 21 years old and successful completion of EV 203.

EV 205 Science of Winemaking III 5 Credit(s)
The third course of a three-course series of enology instruction. In this course, students are taught basic sensory science and how sensory evaluation relates to oak barrel selection, fining and filtration, blending, as well to wine defects. Compounds responsible for specific aroma and flavor components are discussed. In addition to the continued monitoring of the wine produced in EV 203, students will learn how to care for and maintain oak barrels. Prerequisites: At least 21 years old and instructor permission.

EV 231 Pesticide Licensing for Viticulture 3 Credit(s)
Preparation for the state of Washington pesticide-licensing exam with a special focus on wine grapes. Successful completion of this class and the state exam will result in issuance of the Washington State Pesticide License.

EV 243 Wine Marketing III 3 Credit(s)
This class will enable the potential wine marketer to evaluate the risks and benefits of establishing a winery distribution system. Prerequisite: EV 142.

EV 257 Summer Cooperative Work Experience 1-3 Credit(s)
Provides students with hands-on learning experiences while assigned to a selected vinifera vineyard manager. Prerequisite: Current enrollment in the Viticulture program.

EV 296 Winemaking Practicum I 1-3 Credit(s)
Students experience hands-on learning while working at a selected winery and receiving supervision from a professional vintner. Prerequisites: Current enrollment in the Enology program and Instructor permission.

EV 297 Winemaking Practicum II 1-3 Credit(s)
This is a second quarter winemaking practicum which provides hands-on learning while working at a selected winery and receiving supervision from a professional vintner. Prerequisites: Current enrollment in the Enology program and instructor permission.

EV 298 Winemaking Practicum III 1-3 Credit(s)
This is a third quarter winemaking practicum which provides hands-on learning while working at a selected winery and receiving supervision from a professional vintner. Prerequisites: Current enrollment in the enology program and instructor permission.

EV 299 Student Leadership 1 Credit(s)
This class provides students leadership exposure and contact opportunities through active participation in local and state wine grape growers association conferences.

Farrier Science

Faculty Advisor:

Jeff Engler

509.527.4291

jeff.engler@wwcc.edu

Industry Description: A farrier is an individual trained in the art and science of trimming and shoeing horses of all breeds. There is a steady demand for qualified farriers throughout the world.

Program Overview: Program content includes study of anatomy, gaits and gait faults, lameness, and forging skills. The student must be familiar with the farriers' tools so that horseshoes can be made and nailed onto the horse's hooves. With knowledge of the anatomy of the horse's leg and sufficient practice and experience, the farrier will be able to retain true gaits of horses, improve or correct faulty gaits, alleviate disorders of the feet, and furnish relief for injured parts. Farriers must also have the ability to manage their own business and sell their services to the public. Students enrolled in the program spend five hours a day in lab working on horses and forging projects with an additional hour of lecture per day. Program content is updated and maintained with input from an advisory committee of professionals working in the industry. The department instructor is a Certified Journeyman Farrier, has a university degree and many years of experience successfully working within this industry.

Program Options: Students can choose between three options. A student completing the one-year program, consisting of three eleven-week quarters, will receive a vocational certificate. This gives the student the opportunity to work on a large number of horses with continued supervision. At the end of the first year, students can take the American Farriers Association Intern test. Students are encouraged to take nine credits of related instruction including leadership, computation, communications, and human relations. Students wishing to improve their farrier skills have the

Farrier Science

option to continue studies into a second year for a total of six eleven-week quarters. The student can study advanced shoeing techniques with emphasis on trimming, fitting, nailing, and advanced forging. At the end of this second year the student can receive an Associate in Applied Arts and Sciences Degree and can take the American Farriers Association Certified Farrier examination. The third option is a six-week Summer School. This is designed to teach the basics to a beginner in a short time frame or upgrade the skills of someone with previous work experience.

Entrance Requirements: Students must have an interview and approval by the instructor before entering the program. There are no prerequisites for course work.

Other Information: For additional program information including regional employment data, completion rates, student characteristics, and employment see <http://www.wtb.wa.gov/etp>.

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Farrier Science

This schedule lists all courses required for degree completion, but the actual order and specific coursework may vary depending on student placement, start date and quarter. Please check with your advisor prior to any substitutions.

Core courses are available each quarter but must be taken in sequence. This does not apply to recommended and/or related instruction.

For the current course sequences, refer to the following web site: <http://www.wvcc.edu/programs/proftech/farrier/requirements.cfm>

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications
(R) - Human Relations (M) - Computation / Mathematics
(J) - Job Seeking Skills (L) - Leadership

Certificate (120C)

First Year

Quarter One	Credits
FRR 191, Basic Shoeing and Forge Work	17-21
OCSUP 102, Oral Communication in Workplace (O)**	3
Total Credits	20-24

Quarter Two	Credits
FRR 161, Record Keeping for Farriers (optional)	2
FRR 162, Small Business Management for Farriers	0.2
FRR 195, Intermediate Shoeing, Appl and Forge Work	17-21
OCSUP 106, Applied Mathematics (M)**	5
Total Credits	26-30

Quarter Three	Credits
FRR 197, Advanced Shoeing and Forge Work	17-21
FRR 299, Student Leadership (L)**	1
OCSUP 101, Job Psychology (R)**	3
Total Credits	21-25
Year-One Total	67-79

Degree (120)

Second Year

Quarter Four	Credits
FRR 291, Advanced Hoof Preparation and Shoeing	15-17
WRITE 100, Applied Writing (W)**	3
Total Credits	18-20

Quarter Five	Credits
FRR 297, Adv. Hoof Preparation and Handmade Shoes	15-17
OCSUP 103, Job Seeking Skills (J)**	3
Total Credits	18-20

Quarter Six	Credits
FRR 283, Therapeutic Shoeing	17
Total Credits	17
Year-Two Total	53-57
Total Credits	120-136

A certificate is available upon completion of the year-one requirements. A minimum of 9 credits of related instruction is required for the certificate.

When course credits are indicated as variable, students are encouraged to register for the maximum credit. This is the level recommended for effective employment preparedness.

FRR 159, Farriery Special Problems is available each quarter as a supplemental course offering.

**** The following courses meet the related instruction requirements of this program (one class per category required):**

(W) – BA 137, ENG 100, ENG 101, WRITE 100, WRITE 110
(O) – OCSUP 100, OCSUP 102, SPCH 100, SPCH 101
(M) – BA 112, OCSUP 106, MATH 049 or higher
(L) – FRR 299, OCSUP 299
(R) – BA 157, WMGT 192, WMGT 292, OCSUP 101, PSY 101, PSY 111
(J) – AQPR 100, OCSUP 103

FRR 097 Farrier Short Course 25 Credit(s)
This is an intensive six-week course designed to introduce a beginner to the needs and demands of the farrier profession. This course will give students the knowledge and skills to successfully shoe horses.

FRR 159 Farriery/Special Problems 1-17 Credit(s)
This course provides opportunity for basic and advanced students to improve existing skills in individualized areas of need. This course is offered each quarter as a supplemental course offering.

FRR 161 Record Keeping for Farriers 2 Credit(s)
Introduction to basic record keeping for farriers. Includes record keeping and other information needed for small businesses.

FRR 162 Small Business Management for Farriers 2 Credit(s)
Introduction to management tools for small business. Includes knowledge of financial statements, business planning and budgeting, inventory control, financing and marketing.

FRR 191 Basic Shoeing 1- 21 Credit(s)
Introduction to basic horse shoeing and forge work. Includes basic anatomy, basic balance, and basic shoeing.

FRR 195 Intermediate Shoeing 1-21 Credit(s)
Hands-on shoeing and forge work experience with live horses. The student learns how to trim a horse's hooves, make or shape shoes, and apply them. Prerequisite: FRR 191.

Farrier/Family & Consumer Studies

FRR 197 Advanced Shoeing 1-21 Credit(s)
Hands-on shoeing experience with live horses. The student learns how to trim a horse's hooves, make or shape shoes, and apply them. Prerequisite: FRR 195.

FRR 283 Therapeutic Shoeing 17 Credit(s)
Hands-on shoeing experience with live horses for students beyond the intermediate level. The student learns to make and apply all types of therapeutic and hand forged shoes. Prerequisite: Instructor permission.

FRR 291 Advanced Hoof Preparation & Shoeing 1-17 Credit(s)
Hands-on shoeing experience with live horses for students beyond the intermediate level. The student improves forging and shoeing abilities. Prerequisite: Instructor permission.

FRR 297 Advanced Forging - Homemade Shoe Unit 1-17 Credit(s)
Hands-on shoeing experience with live horses for students beyond the intermediate level. The student applies hand made shoes with clips. Prerequisite: Instructor permission.

FRR 299 Student Leadership 1 Credit(s)
This course is designed to encourage students to develop an awareness of their leadership potential and abilities through the assumption of leadership roles and responsibilities. Students will assess livestock needs and scheduling of horses for one week during the quarter.

Family & Consumer Studies

Faculty Advisor:

Melinda Brennan 509.527.4237

melinda.brennan@wwcc.edu

Program Overview: Parent Education classes are offered at WWCC to help promote the development of knowledge and skills for the strong and healthy families. Classes are offered for parents of babies, toddlers and preschool age children. The classes include selected topics of interest to participants. Classes are offered at both on campus and off campus locations.

Other Information: Short course certificate completions are available. The General Nutrition course satisfies a pre-requisite for the nursing program at WWCC.

FCS 040 Baby and You 2 Credit(s)
Observation and classroom experience for parents and infants birth to 12 months. Development of the infant and the changing family relationships are studied. Parents attend class with their infant.

FCS 041 Baby and You 2 Credit(s)
Observation and classroom experience for parents and infants birth to 12 months. Development of the infant and the changing family relationships are studied. Parents attend class with their infant.

FCS 042 Baby and You 2 Credit(s)
Observation and classroom experience for parents and infants birth to 12 months. Development of the infant and the changing family relationships are studied. Parents attend class with their infant.

FCS 050 Parent Toddler Relationships 2 Credit(s)
Group observation and participation experience for parents of 1-year olds to study and discuss relevant parenting topics. Discussions are enhanced through the use of current literature, videos, and guest speakers. Observing and interacting with children age 12-24 months provide the laboratory experience.

FCS 051 Parent Toddler Relationships 2 Credit(s)
Group observation and participation experience for parents to study and discuss relevant parenting topics. Discussions are enhanced through the use of current literature, videos and guest speakers. Observing and interacting with children age 12 - 24 months provide the laboratory experience.

FCS 052 Parent Toddler Relationships 2 Credit(s)
Group observation and participation experience for parents to study and discuss relevant parenting topics. Discussions are enhanced through the use of current literature, videos, and guest speakers. Observing and interacting with children age 12 - 24 months provide the laboratory experience.

FCS 053 TOT SPOT 4 Credit(s)
This parent education class provides an opportunity to discuss and study relevant parenting topics. Discussions are enhanced through the use of current literature, filmstrips, videos, and guest speakers from the community. Observing and interacting with children provide the laboratory experience.

FCS 060 Parent Toddler Relationships 2 Credit(s)
This parent education class provides an opportunity to discuss and study relevant parenting topics for parents of 2 year old children. Discussions are enhanced through the use of current literature, filmstrips, videos, and guest speakers from the community. Observing and interacting with children provide the laboratory experience.

FCS 061 Parent Toddler Relationships 2 Credit(s)
Group observation and participation experience for parents to study and discuss relevant parenting topics. Discussions are enhanced through the use of current literature, videos, and guest speakers. Observing and interfacing with children 2 years old provide the laboratory experience.

FCS 062 Parent Toddler Relationships 2 Credit(s)
Group observation and participation experience for parents to study and discuss relevant parenting topics. Discussions are enhanced through the use of current literature, videos and guest speakers. Observing and interacting with children age 24 - 36 months provide the laboratory experience.

FCS 070 Parent Toddler Relationships 2 Credit(s)
Group observation and participation experience for parents of 3-year olds to study and discuss relevant parenting topics. Discussions are enhanced through the use of current literature, videos, and guest speakers. Observing and interfacing with children three years old provide the laboratory experience.

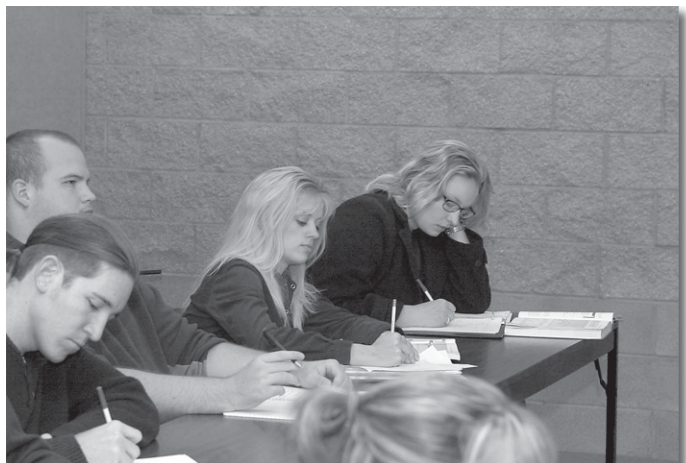
FCS 071 Parent Toddler Relationships 2 Credit(s)
Group observation and participation experience for parents of 3 year old children to study and discuss relevant parenting topics. Discussions are enhanced through the use of current literature, videos, and guest speakers. Observing and interfacing with children three years old provide the laboratory experience.

Family and Consumer Studies/Fire Science

FCS 072 Parent Toddler Relationships

2 Credit(s)

Group observation and participation experience for parents of 3 year-old children to study and discuss relevant parenting topics. Discussions are enhanced through the use of current literature, videos, and guest speakers. Observing and interfacing with children three years old provide the laboratory experience.



FCS 100 Parent Education: Parent Cooperative Preschool 1-3 Credit(s)

Parents of children ages three to five years enroll in a parent education class which meets one evening per month. Parents register their child for a preschool group. Each preschool group charges tuition to cover operational costs of the group. Each parent participates in a weekly lab session with children to practice learning from parent education class.

FCS 101 Parent Education: Parent Cooperative Preschool 1-3 Credit(s)

Parents of children ages three to five years enroll in a parent education class which meets one evening per month. Parents register their child for a preschool group. Each preschool group charges tuition to cover operational costs of the group. Each parent participates in a weekly lab session with children to practice learning from parent education class.

FCS 102 Parent Education: Parent Cooperative Preschool 1-3 Credit(s)

Parents of children ages three to five years enroll in a parent education class which meets one evening per month. Parents register their child for a preschool group. Each preschool group charges tuition to cover operational costs of the group. Each parent participates in a weekly lab session with children to practice learning from parent education class.

FCS 165 General Nutrition 5 Credit(s)

The study of food nutrients and application of this knowledge to normal health throughout the life cycle, including social-economic, cultural, ethnic, and psychological implications of food. READ 098 recommended. High school or college chemistry recommended.

Fire Science

Brad Mason

509.527.4579

brad.mason@wwcc.edu

Industry Description: Every year, fires and other emergencies take thousands of lives and destroy property worth billions of dollars. Firefighters help protect the public against these dangers by rapidly responding to a variety of emergency situations in fire related incidents and medical responses. Firefighters work in many different settings, including both urban and suburban areas, airports, chemical plants and other industrial sites, and rural areas like grasslands, agricultural locations, and forests. In addition, some firefighters work in hazardous materials units, and training is now being offered in combating the effects of bioterrorism. It must be recognized, however, that firefighting in general involves hazardous conditions and long, irregular hours. Although positions in the fire service are generally open to high school graduates, keen competition for positions has increased the desirability of a fire science degree from a community college. The degree has appeared to improve an applicant's chance for full-time employment.

Program Overview: Fire Science offers the student the basic knowledge and skills required to function in a fire service setting as an entry level firefighter. The program is designed on a two-year rotational basis and begins with basic skills required for a Firefighter I Certificate. Additional courses related to fire fighting build on the initial classes. The program also includes EMT training as an essential component. Along with fire related courses, core educational classes are required leading to an AAAS degree. Many students also take additional course work to obtain an AA degree in addition to the AAAS. The format of the fire related classes includes lectures and skill practice, depending on the specific class. In order to obtain more-hands on experience, each student is encouraged to volunteer with a local fire department. Sleeper programs, in which students live at the fire stations, are available at some of the local departments. The instructors who teach the fire and EMS related courses are endorsed by the local fire science advisory board, are active in the field, and are recognized as credible instructors in their particular disciplines. These courses are offered during the early evening and are held at local fire departments. WWCC is a member of the Washington State Fire Service Education Association and offers courses approved by this organization. Therefore, students at WWCC can transfer their credits to any other participating community college in the state. Some of the participating colleges offer some distance learning courses in fire science. In addition to the Fire Fighter I certificate, which is both state and nationally recognized, students are required to state certification for EMT. WWCC works closely with local fire departments, the EMS system, and the state association in order to offer a quality program.

Program Options: The basic Fire Science degree is a AAAS or a vocational degree. Students are encouraged to complete an AA degree if they wish to advance to a four-year institution for future study. The Associate in Applied Arts and Science (AAAS) Fire Science program normally takes two years to complete. Core fire-related classes can also be taken by individuals interested in a particular topic but who do not wish to obtain a degree. Volunteers staff many of the local fire departments, and these individuals often take courses to enhance their skills and knowledge. A student can transfer to any other community college that offers a Fire Science program in Washington State. Currently the Washington State Fire Service Education Association is working with

Fire Science

four-year institutions on articulation agreements that will prove valuable in the future. Students who complete the Fire Science program have the option to take additional courses that lead to paramedic certification or advance to business administration programs. Competition for available positions is keen. Students who complete the program often test for positions out of the area. Large population centers tend to have more paid positions and therefore more opportunities for employment. Our students have filled local paid positions that come open.

Entrance Requirements: Students interested in receiving an AAAS degree must have a high school diploma or GED certificate. They must also complete a placement test offered by the student development center at WWCC. Students may start the program during fall quarter every other year. Students who miss the fall enrollment period may take the EMT and general educational courses at any time and then take the fire related courses when the program begins again. Because of the nature of the work, students enrolled in the Fire Science program will have to submit to a Washington State criminal background check.

Other Information: Students can apply for scholarships through some of the participating fire departments. Students are also encouraged to apply for positions in the sleeper program, in which lodging is provided in exchange for taking calls. Students completing the first year of the program are qualified to take the certification test for Fire Fighter I. For additional program information including regional employment data, completion rates, student characteristics, and employment see <http://www.wtb.wa.gov/etp>.

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Fire Science

This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Please check with your advisor prior to any substitutions.

Core courses are available each quarter but must be taken in sequence. This does not apply to recommended and/or related instruction.

For the current course sequence, refer to the following web site: <http://www.wvcc.edu/programs/proftech/fire/requirements.cfm>

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications
(R) - Human Relations (M) - Computation / Mathematics
(J) - Job Seeking Skills (L) - Leadership

Certificate (828C)

First Year

Quarter One	Credits
FCA 100, Introduction to Firefighting (J)**	2
FCA 111, Fundamentals of Firefighting	4
ENG 101, English Composition I (W)**	5
SPCH 101, Fundamentals of Speech (O)**	3
Total Credits	14

Quarter Two	Credits
FCA 113, Intermediate Firefighting	6
FCA 177, Wildland Urban Interface	3
MATH 107 or higher (M)**	5
Total Credits	14

Quarter Three	Credits
FCA 115, Advanced Firefighting	5
FCA 137, Fire Protection Systems	3
HO 130, Emergency Medical Technician	10
Total Credits	18
Year-One Total	46

Degree (828)

Second Year	Credits
Quarter Four	Credits
FCA 105, Hydraulics	3
FCA 160, Fire Tactics	3
CHEM 101, Chemistry	5
WRITE 110, Technical Writing	3
Total Credits	14

Quarter Five	Credits
FCA 120, Fire Investigation	3
FCA 190, Uniform Codes and Inspections	4
CT 121, Computer Software Principles	5
PSY 101, Introduction to Psychology (R)**	5
Total Credits	17

Quarter Six	Credits
FCA 152, Building Construction	3
FCA 285, Public Safety Educator I	2
SOC 101, Introduction to Sociology	5
FCA 299, Leadership for Fire Science (L)**	3
Total Credits	13
Year-Two Total	44
Total Credits	90

A certificate is available upon completion of the year-one requirements. A minimum of 9 credits of related instruction is required for the certificate.

**** The following courses meet the related instruction requirements of this program (one class per category required):**

(W) – WRITE 110, ENG 101
(O) – SPCH 101
(M) – MATH 107 or higher
(L) – OCSUP 299
(R) – PSY 101
(J) – FCA 100

FCA 100 Introduction to Firefighting 2 Credit(s)
Provides an overview of the fire service and the role of the firefighter. Three main components consist of the history and trends of the fire service, new educational and skill expectations that are required for today's firefighter, and necessary employment information that is vital to entry-level firefighters.

Fire Science

FCA 105 Hydraulics 3 Credit(s)

This course is consistent with the competencies identified in NFPA 1002 Standards with primary emphasis on the duties and responsibilities of a pump operator. This is accomplished by learning the operating principles, theories, and construction of the apparatus, the maintenance, pumping, operating the pump, and the study of circulating hydraulics. Prerequisite: FCA 113.

FCA 111 Fundamentals of Firefighting 4 Credit(s)

Provides the beginning student an introduction to firefighting fundamentals according to National Fire Protection Association (NFPA) standards and includes a practicum element. Includes personal protective equipment, search and rescue techniques, health and safety, fire behavior, incident command systems, ladders and ventilation, hazardous materials, etc.

FCA 113 Intermediate Firefighting 6 Credit(s)

This class is taught according to the standards of the National Fire Protection Association (NFPA) and enhances the information covered in the fundamentals course, FCA 111. Emphasis is on hazardous materials, fire behavior, use and types of extinguishers, advanced ventilation, search and rescue, forcible entry techniques, ropes and knots, and techniques in salvage and overhaul. Prerequisite: FCA 111 or equivalent training.

FCA 115 Advanced Firefighting 5 Credit(s)

This class is taught according to the standards of the National Fire Protection Association (NFPA) and is the final segment in the FCA 111 and 113 series. Expands on the topics covered in the previous class and includes hydraulics, sprinkler systems, fire prevention education, investigation, and multi-company operations. Upon completion of this segment, the student will be able to take the test for Level I Firefighter conducted by the State Fire Protection Bureau. Those who successfully complete the state test will receive a certificate from the International Fire Service Accreditation Congress (IFSAC) that is recognized in 35 states and 19 countries. Prerequisite: FCA 113 or equivalent training.

FCA 120 Fire Investigation 3 Credit(s)

A basic study of fire scene investigation procedures and techniques used to determine the origin and cause of fire. Includes accurate determination of the origin and cause of fire, systematic approach to fire scene examination, chemistry of fire, accidental and incendiary fire causes, scene sketching, scene photography, note taking, and Washington State Criminal statutes. Additional topics include basic scene security, major fire scene control, report writing, interviewing, and courtroom demeanor for the firefighter and investigator. Prerequisite: FCA 115 or equivalent training.

FCA 137 Fire Protection Systems 3 Credit(s)

A study of fire protection and detection systems with a focus on the introduction of sprinkler system operation, maintenance, and inspection. Includes basic system designs including wet, dry, deluge, and pre-action; various sprinkler heads; system parts including connections and valves; and system operation including water supply. Maintenance and inspection of sprinkler systems and fire department support are discussed. Other topics include occupancies requiring non-water types systems, examination of carbon dioxide systems, halogenated systems, wet/dry chemical systems, and standpipe systems along with the fire department standpipe systems. Additionally, the course explores fire extinguishers, fire detection and alarm systems. Prerequisite: FCA 113 or equivalent training.

FCA 152 Building Construction 3 Credit(s)

An overview of building construction engineering principles, fire and life safety concerns, hazardous materials / techniques, and related design factors. Significant course time concentrates on the hazards of various methods, techniques, components, and materials found in building construction. Special attention to lightweight construction techniques as well as strategic and tactical considerations for contemporary building design. Utilization of building construction knowledge for pre-planning fire potential is emphasized. Prerequisite: FCA 115 or equivalent training.

FCA 160 Fire Tactics I 3 Credit(s)

This course addresses the training in the planning, implementation, and evaluation of basic fire tactics at the responding officer level. Principle elements include pre-fire planning, size-up, fire simulation, fire behavior, organizational structures, tactics, strategy, resource requirements, and allocation of resources. Prerequisite: FCA 115 or equivalent training.

FCA 177 Wildland Fire Management 3 Credit(s)

Designed for the company officer, initial attack incident commander, and other firefighters who are confronted with a wild land/urban interface fire situation and focuses on strategy and tactical decisions that minimize property damage. Students participate in a simulated fire incident and are required to evaluate the situation, order and deploy attack and support resources, and safely and effectively provide control of the situation. Prerequisite: FCA 115 or equivalent training.

FCA 190 Uniform Fire Codes and Inspections 4 Credit(s)

A study of the Uniform Fire Code as it applies to fire prevention inspections at the fire company level. Includes the Fire Code's relationship to the Uniform Building Code and other recognized standards. Special attention is given to the establishment and maintenance of model codes, the inspection process, and developing an understanding of the administrative section of the Uniform Fire Codes and the Uniform Building Codes. Discussion of public relations and alternate methods and materials give the course a realistic approach to field applications. Prerequisite: FCA 115 or equivalent training.

FCA 285 Public Education 1-3 Credit(s)

Instruction on the skills and knowledge required to present public relations material and educational information from the fire service to the general public and other targeted groups on prevention, safety, and other fire related issues. In addition to the educational component, the student gains insights into working with community agencies, understanding the legislative process, and securing funding and other resources. Prerequisites: FCA 115, FCA 155, or equivalent training.

FCA 299 Leadership for Fire Science 1-3 Credit(s)

The course is designed to introduce the Fire Science student to leadership and influencing skills among emergency personnel. It will explain why effective leadership begins with personal insight and development, describe various leadership models, explore the value of trust in an organization, how to acquire personal influence, and how leaders create a work environment fostering leadership in others. In addition, the students will discuss the decision making process especially in a crisis. Prerequisite: FCA 115, FCA 155 or equivalent training.

French

Faculty Advisor:

Edith Liebrand

509.527.4489

edith.liebrand@wwcc.edu

French language courses provide students with instruction in listening, speaking, reading, and writing. Students will acquire an appreciation of this influential, international language and also of French culture.

In order to apply French to the requirements for an AA or AS degree, the student must complete a full-year sequence of the language.

There is no prerequisite for FREN 101. The series of French courses numbered FREN 102 and above are a set of sequentially designed courses and must be taken in order (unless the student has received written permission to deviate from that order from the French instructor).

Baccalaureate institutions vary considerably in their language requirements, especially schools within universities and college. Transfer students are advised to check requirements carefully when they plan their schedules.

FREN 101 French I 5 Credits

First quarter of a sequential first-year college-level French class that will provide students with the basic tools of vocabulary, grammar, and pronunciation, along with opportunities to develop proficiency in listening, speaking, reading, and writing, while being exposed to the richness and diversity of the French-speaking world.

FREN 102 French II 5 Credits

Second quarter of a first-year college-level French class that will provide students with the basic tools of vocabulary, grammar, and pronunciation, along with opportunities to develop proficiency in listening, speaking, reading, and writing, while being exposed to the richness and diversity of the French-speaking world. Prerequisite: French 101 or instructor permission.

FREN 103 French III 5 Credits

Third quarter of a first-year college-level French class that will provide students with the basic tools of vocabulary, grammar, and pronunciation, along with opportunities to develop proficiency in listening, speaking, reading, and writing, while being exposed to the richness and diversity of the French-speaking world. Prerequisite: French 102 or instructor permission.

FREN 201 French IV 5 Credits

First of a three-quarter sequence that encourages students to use their language skills more actively and at a more sophisticated level than the first-year sequence, this course provides a review and expansion of French grammar, development of conversational skills, reading literary and cultural materials, and writing compositions. Prerequisite: Satisfactory completion of French 103 or instructor permission.

FREN 202 French VI 5 Credits

Second of a three-quarter sequence that encourages students to use their language skills more actively and at a more sophisticated level than the first-year sequence, this course provides a review and expansion of French grammar, development of conversational skills, reading literary and cultural materials, and writing compositions. Prerequisite: Satisfactory completion of French 201 or instructor permission.

FREN 203 French VI

5 Credits

Third of a three-quarter sequence that encourages students to use their language skills more actively and at a more sophisticated level than the first-year sequence, this course provides a review and expansion of French grammar, development of conversational skills, reading literary and cultural materials, and writing compositions. Prerequisite: Satisfactory completion of French 202 or instructor permission.

Geography

Geography courses provide students with an opportunity to learn more about the world in which we live. These geography courses may be used to fulfill the science requirements for transfer credit and for further study in the physical or earth science fields.

Students planning to major in the sciences at a four-year institution should follow the degree requirements for the Associate in Science Degree listed in the front of this catalog. The Clarkston campus may not offer the courses in the same quarter as noted in descriptions.

GEOG 105 Physical Geography

5 Credit(s)

The earth is a dynamic system that provides the exact combination of interrelated components to support life as we know it as this time. This course introduces all aspects of earth systems, identifying physical phenomena and stressing their distribution and relationships. It will place a special emphasis on human-environmental relationships.

GEOG 160 Introduction to Human Geography 5 Credit(s)

Human populations, cultures, activities and connections with the physical landscapes they live on are discussed. The study of the spatial variations among the human cultures and patterns of interaction between humans and the environment are introduced. Student may not earn credit for both GEOG 160 and SOC 160.

GEOG 170 Introduction to Maps and Cartography 5 Credit(s)

This course is an introduction to the descriptive and graphic language of maps, the history of maps, map types, map study and interpretation, map uses, and mapping technology. Also, a brief introduction to cartography and geographic information systems (GIS) will be discussed.

GEOG 201 Introduction to World Regional Geography 5 Credit(s)

This course is a study of the countries, regions, and people of the world in which we live. This course will examine the interrelationships between people and their physical and cultural environments.

GEOG 210 Introduction to Weather 5 Credit(s)

Examines the nature of the atmosphere including the study of weather elements, weather systems, climate, and the impact weather has on humans and vice versa. Provides an introduction to meteorology and the tools involved in the study of weather and climate. Prerequisites: MATH 095, computer skills of word processing and spreadsheets are recommended. Suggested minimum reading level: READ 098 or instructor permission.

Geography/Geology

GEOG 211 Introduction to Climate and Climate Change 5 Credit(s)
Study of the global climate system. Examines the various factors that influence climate, including the interactions between the atmosphere, ocean, land, and biosphere. Other topics include specific climate classifications, local climates, human interactions and influences on climate, climates of the past, possible climates of the future, and climate models. Prerequisites: MATH 095 and computer skills for word processing recommended. Suggested minimum reading level: READ 098 or by permission.

Geology

Faculty Advisor:
Steve May 509.527.4287 steve.may@wwcc.edu

The geology program provides opportunities for students interested in the physical sciences. Geology courses may be used to fulfill degree requirements, for transfer credit, and as a means of developing an increased understanding of the world in which we live.

Students planning to major in the sciences at a four-year institution should follow the degree requirements for the Associate in Science Degree listed in the front of this catalog. The Clarkston campus may not offer courses in the same quarter as noted in the description.

Associate in Science Degree–Geology

Two-Year Degree Option A

(For other degree information, students should check with their advisors, with the staff of the transfer center, and with the college catalog degree guidelines. Students should also note that it is extremely important to begin sequential courses in the fall since those courses typically are offered in only one quarter each year.)

First Year

Fall	Credits
MATH 109, Precalculus I	
or 124, Calculus with Analytic Geometry I	5
CHEM 121, General Chemistry I	5
GEOG 101, Physical Geology.....	5
Physical Education Elective (HPER or DANCE)	1
Total Credits	16

Winter

Winter	Credits
MATH 110, Precalculus II	
or 125, Calculus with Analytic Geometry II	5
CHEM 122 General Chemistry II	5
ENG 101, English Composition I	5
Total Credits	15

Spring

Spring	Credits
MATH 201, Statistics	
or 126, Calculus with Analytic Geometry III	5
CHEM 123 General Chemistry III	5
Social Sciences Elective	5
Physical Education Elective (HPER or DANCE)	1
Total Credits	16

Second Year

Fall	Credits
PHYS 121, College Physics I	
or 201, Physics for Science & Engineering I	5
MATH 124, Calculus with Analytic Geometry I	
or Elective (if MATH 124 is completed)	5
SPCH 101, Fundamentals of Speech	3
Humanities Elective	5
Total Credits	18

Winter

Winter	Credits
GEOG 201, Historical Geology	5
PHYS 122, College Physics II	
or 202, Physics for Science & Engineering II	5
MATH 125, Calculus with Analytic Geometry II	
or Elective (if MATH 125 is completed)	5
Total Credits	15

Spring

Spring	Credits
PHYS 123, College Physics III	
or 203, Physics for Science & Engineering III	5
Humanities or Social Sciences Elective	5
Physical Education Elective (HPER or DANCE)	1
Elective	2 - 5
Total Credits	13 - 16
Grand Total Credits	93 - 96

GEOG 101 Physical Geology 5 Credit(s)

Study of the materials and processes of the earth. Topics include: rocks and minerals, geologic time, volcanic activity, plate tectonic theory, earthquakes, earth's interior, and the surface processes controlled by wind, water movement, and gravity. Laboratory exercises involve identification of common rocks and minerals, use of topographic and geologic maps, and knowledge gained through the study of earthquakes. Course also includes one local field trip.



GEOG 130 History of Life on Earth 5 Credit(s)

Study of past life on earth. Topics include: geologic time, appearance of life, concepts of evolution, fossilization processes, taxonomy, biogeography, emphasis on fossil groups through time, extinction events/theories. Course includes one field trip. This class does not include a lab. It does meet a natural science requirement.

GEOG 201 Historical Geology 5 Credit(s)

Study of the geological history of the earth; evolution of the earth, oceans, mountain building processes, and life. The course also includes the principles of stratigraphy, biostratigraphy, geochronology, fossil identification, paleogeographic reconstructions, and plate tectonics. Laboratory is included.

High School Completion

Faculty Advisors:

Jan Kruper

509.527.4262

jan.kruper@wwcc.edu

HSC 037 U.S. History II 5 Credit(s)

The history and culture of the United States from approximately 1876 to the present.

HSC 038 Civics and Contemporary Affairs 5 Credit(s)

A study of our freedoms and responsibilities as U.S. citizens including the Constitution, Bill of Rights, foreign relations. Focuses on the Constitution and current issues.

HSC 039 Pacific Northwest History 3 Credit(s)

Geography, Indian cultures, settlement, economy, and ecology of the state of Washington and the Pacific Northwest.

HSC 040 General Science I 5 Credit(s)

An introduction to the physical sciences, including topics from the fields of physics, astronomy, and geology. Emphasis on understanding the scientific method in preparation for advancement to college level science courses.

HSC 041 General Science II 5 Credit(s)

An introduction to the life sciences, including topics from the fields of biology, chemistry, and environmental science. Emphasis on understanding the scientific method in preparation for advancement to college level science courses.

History

Faculty Advisors:

Chris Howell

509.527.4493

chris.howell@wwcc.edu

Jim Petersen

509.527.4601

jim.petersen@wwcc.edu

History is the study of our past as civilized people. Only by learning about that past can we come to know the fullness of humankind's ideas and actions, tragedies, and triumphs. But, while we learn of the past, we are also learning about the present. By discovering what people have thought and done before, we will, in a sense, improve our memories so that we better understand our present condition. History is the ideal foundation of liberal education, an education that will be complete and enriching in itself, or which will serve as the basis for additional education in the professions, humanities, or social sciences.

The History program at Walla Walla Community College provides courses to meet general education needs in the first two years of a college career in American history and world history. In addition to these introductory courses, study is offered in East Asian civilization, Northwest History, American foreign policy, and the American Presidency. These courses have no academic prerequisites and are open to all interested persons.

HIST 101 Western Civilization I 5 Credit(s)

Three surveys of the history of Western society and culture covering from origins to Renaissance, Renaissance to Industrial Revolution, Industrial Revolution to the present. Each is taught as an independent study course with arranged tutoring and testing day or evening. Contact instructor before registration for advice. Suggested minimum reading level: READ 098. May be taken to satisfy AA degree requirements in either Humanities or Social Sciences. Student may not earn credit for both HIST 101 and HIST 105.

HIST 102 Western Civilization II 5 Credit(s)

Three surveys of the history of Western society and culture covering from origins to Renaissance, Renaissance to Industrial Revolution, Industrial Revolution to the present. Each is taught as an independent study course with arranged tutoring and testing day or evening. Contact instructor before registration for advice. Suggested minimum reading level: READ 098. May be taken to satisfy AA degree requirements in either Humanities or Social Sciences. Student may not earn credit for both HIST 102 and HIST 107.

HIST 103 Western Civilization III 5 Credit(s)

Three surveys of the history of Western society and culture covering from origins to Renaissance, Renaissance to Industrial Revolution, Industrial Revolution to the present. Each is taught as an independent study course with arranged tutoring and testing day or evening. Contact instructor before registration for advice. Suggested minimum reading level: READ 098. May be taken to satisfy AA degree requirements in either Humanities or Social Sciences. Student may not earn credit for both HIST 103 and HIST 109.

HIST 105 World History 5 Credit(s)

An introduction to the history of world cultures from a global perspective, dealing with the development of human societies from ancient origins through the Classical Age in Greece, Rome and the Far East to the great civilizations of the Middle Ages in Europe and Asia. Student may not earn credit for both HIST 101 and HIST 105. *Suggested minimum reading level: READ 098.*

HIST 107 Early Modern Civilization 5 Credit(s)

An introduction to the history of world cultures from a global perspective, dealing with the development of human societies from approximately 1400 to 1815. May be taken to satisfy AA degree requirements in either (but not both) Humanities or Social Science. Suggested minimum reading level: READ 098. Student may not earn credit for both HIST 102 and HIST 107.

HIST 109 Modern Civilization 5 Credit(s)

An introduction to the history of world cultures from a global perspective, dealing with the evolution of human society since 1815. Focuses on the impact of industrialization on democratization, the rise and fall of Western hegemony, war and revolution in 20th century culture, and the emergence of a global village. May be taken to satisfy AA Degree requirements in either, but not both, Humanities or Social Sciences. Student may not earn credit for both HIST 103 and HIST 109. Suggested minimum reading level: READ 098.

HIST 115 U.S. in World Affairs 5 Credit(s)

Examination of American involvement in international affairs since 1898. Study includes America's foreign policy and actions as a world power with attention to both the policymakers and critics of the nation's position in significant international issues. Students may not earn credit for both HIST 115 and PSCI 115.

HIST 120 American Presidency 5 Credit(s)

Course is a historical and analytical examination of the office of the Presidency. Focus will be on the evolutionary changes in the power of the office and the consequences for leadership in America. Student may not earn credit for both HIST 120 and PSCI 120.

History/Humanities

HIST 201 American History I 5 Credit(s)

Survey of the significant individuals and events that have shaped the growth and development of the United States. Particular attention will be given to the political, economic, religious, and cultural foundations of this development. HIST 201 covers the time period from the early Native American societies to the 1840s. HIST 202 focuses on the period from the 1840s to World War I. HIST 203 surveys the significant forces and people that have shaped American civilization from the Progressive era to the present.

HIST 202 American History II 5 Credit(s)

Survey of the significant individuals and events that have shaped the growth and development of the United States. Particular attention will be given to the political, economic, religious, and cultural foundations of this development. HIST 201 covers the time period from the early Native American societies to the 1840s. HIST 202 focuses on the period from the 1840s to World War I. HIST 203 surveys the significant forces and people that have shaped American civilization from the Progressive era to the present.

HIST 203 American History III 5 Credit(s)

Survey of the significant individuals and events that have shaped the growth and development of the United States. Particular attention will be given to the political, economic, religious, and cultural foundations of this development. HIST 201 covers the time period from the early Native American societies to the 1840s. HIST 202 focuses on the period from the 1840s to World War I. HIST 203 surveys the significant forces and people that have shaped American civilization from the Progressive era to the present.

HIST 210 Northwest History 5 Credit(s)

Survey of the growth and development of the Pacific Northwest Region from the early Native American societies to the present. Focuses on the cultural, economic, political, and religious development of Washington, Oregon, and Idaho from jointly occupied territories to statehood. Special emphasis will be given to the consequences of contact between European/American groups and the indigenous Native societies.

HIST 240 Western Minority History 5 Credit(s)

A general examination of the specific minority groups that helped explore, settle, and develop the Western United States. Cultural, religious, political, and socio-economic differences between the Native American societies and the dominant Spanish and American societies will be examined. Special attention will be given to examining, discussing, and challenging the traditional histories concerning the region.

HIST 250 Introduction to Latin America 5 Credit(s)

A course designed to provide a brief introduction to Latin America, with special emphasis on national and international issues shaping regional development from 1900 to the present (including but not limited to drug smuggling, environmental degradation, free trade, immigration, ethnicity, etc.) Students are not expected to have previous knowledge or background related to this subject. Suggested minimum reading level: READ 098.

HIST 252 Introduction to Mexico 5 Credit(s)

A survey of Mexican history from the Pre-Columbian era to the present with particular emphasis on post-independence and twentieth century traditions and developments - social and cultural, as well as historical and political, that have contributed to the diversity and complexity of the contemporary Mexican nation and people.

HIST 255 Traditional East Asian Civilization 5 Credit(s)

Survey of Chinese and Japanese history and culture from prehistory to present.

HIST 256 Modern East Asian History 5 Credit(s)

A survey of Chinese, Japanese, Korean, and Vietnamese history and culture from 1800 to the present.

HIST 280 Women in U.S. History 5 Credit(s)

Survey of the significant contributions of women to the growth and development of the United States from the early Native American societies to the present. The course will examine pioneering individuals and organizations, relevant legal, social, moral, political, economic, and religious issues concerning women in American society. Student may not earn credit for both WST 280 and HIST 280.

Humanities

Faculty Advisors:

Bill Krieger 509.527.4316

bill.krieger@wwcc.edu

Victor Chacon 509.527.4440

victor.chacon@wwcc.edu

Fields employing persons with strong knowledge and understanding of culture and include law, education, social services, museums and archives, media, historic preservation, theater, marketing, and other fields that use, collect, or interpret human behavior and various forms of expression for human creativeness. The humanities survey series provides a basic framework for further study in special areas such as drama, architecture, fine arts, music, art history, and religion. This framework may serve one well in various job markets as well as in the arena of upper division or graduate studies.

The humanities focus on various forms of human expression, especially arts and letters—philosophy, languages, religion, music, drama, painting, sculpture, architecture, and literature. Indeed, they entail the foundation for all human knowledge. Further, they probe the inner meaning and reveal the intricacies of creative expression: humanity's hopes, fears, loves, and delights as humans act and react within social contexts. They involve exploration and discovery, analysis and imagination. They encourage sharpening the senses and refining analytical skills. They celebrate the spirit and acknowledge the multiplicities of human endeavor, desire, and achievement.

The Associate in Arts degree reflects the typical range of lower division course options found in most community colleges and baccalaureate institutions. If a student is planning to transfer to a four-year university or college, this degree works well in most circumstances. Students not intending to transfer or not planning to transfer in the near-future may benefit from completing the AA degree or from using the AA degree model to shape their course selections, to include a broad base and to emphasize a special area of interest such as drama, music, philosophy, or literature. Students may also select widely from among the course offerings to develop a broad range of knowledge and understanding.

Although some courses have prerequisites, there are no specific entrance requirements for humanistic studies. Students should take the placement exams and expect to have their reading and study skills challenged in most of the humanities courses.

Humanities/John Deere Ag Technology

Although few jobs exist for “humanists” outside higher education, many fields value the knowledge and skills exhibited by individuals with strong background in these areas because they tend to be good communicators through written and oral means, and they tend to be good readers with exceptional comprehension and retention. They also tend to be creative and insightful.

HUM 101 Introduction to Humanities I 5 Credit(s)

Sequential course that offers students an opportunity to experience the culture of Western civilization. Course covers selections in art, drama, music, literature, philosophy and architecture, and is structured to provide a historical overview of each major period from early man to modern times. Western culture is emphasized, but study of China, India, Japan, Islam, Africa, Meso-America and North America is included. Prehistory and the ancient world through the Classical Age.

HUM 102 Introduction to Humanities II 5 Credit(s)

Sequential course that offers students an opportunity to experience the culture of Western civilization. Course covers selections in art, drama, music, literature, philosophy and architecture, and is structured to provide a historical overview of each major period from early man to modern times. Western culture is emphasized, but study of China, India, Japan, Islam, Africa, Meso-America and North America is included. Historical periods associated with the foundation of modern culture from early middle ages to the Renaissance.

HUM 103 Introduction to Humanities III 5 Credit(s)

Sequential course that offers students an opportunity to experience the culture of Western civilization. Course covers selections in art, drama, music, literature, philosophy and architecture, and is structured to provide a historical overview of each major period from early man to modern times. Western culture is emphasized, but study of China, India, Japan, Islam, Africa, Meso-America and North America is included. The Baroque period to contemporary times, stressing dramatic change and forceful artistic expression.

HUM 107 American Culture in Film 5 Credit(s)

Examines the female and male image in several genres of Hollywood movies from 1930 to the present.

HUM 110 Four Perspectives 3 Credit(s)

An exploration of four remarkable perspectives in human history based on the lives and the teachings of Pythagoras, the Buddha, Jesus Christ, and Galileo. Readings and films, as well as poetry, paintings, and music provide a means to understanding the Pythagorean idea of Nature as governed by number, Buddhist mindfulness, Christian love as a challenging and active way of life, and Galileo's contribution to the methods of modern science and experimental inquiry.

HUM 201 Latino Arts and Culture I 3 Credit(s)

Students examine current day Hispanic-Latino culture in the United States. This examination is based on two perspectives: Latino representations in film and video, and Latino popular music.

HUM 202 Latino Arts and Culture II 3 Credit(s)

Students examine the current day Hispanic-Latino culture in the United States. This examination is based on four perspectives: Latino art, modern Latino literature, Chicano poetry, and a view of the current socio-political landscape in the greater national Latino community.

HUM 299 Special Topics

1-5 Credit(s)

Opportunity for students to pursue special interests and topics in the Humanities. Requires working with humanities faculty to develop a project and to determine the research and presentational methods as well as outcomes to be achieved and assessed.

John Deere Ag Technology

Faculty Advisors:

<i>Del Wilde</i>	<i>509.527.4251</i>	<i>del.wilde@wwcc.edu</i>
<i>Les Echtenkamp</i>	<i>509.529.4449</i>	<i>les.echtenkamp@wwcc.edu</i>
<i>Cullen Coulston</i>	<i>509.529.1133</i>	<i>cullen.coulston@wwcc.edu</i>
<i>Andy Winnett</i>	<i>509.529.1999</i>	<i>wallace.winnett@wwcc.edu</i>

Industry Description: The John Deere Company is a worldwide leader in machinery manufacture. It envisions the need for highly trained technicians to repair and maintain the world's most sophisticated farm machinery.

Program Overview: The John Deere Ag Technology program is a two-year ag-mechanics program designed to upgrade the technical competence and professional level of the incoming dealer technician. The curriculum was designed in partnership with the John Deere Company and is maintained through an advisory committee of dealership employees and John Deere personnel. The program involves classroom lecture and laboratory experiences on John Deere products at the WWCC Campus and a unique paid work experience for students at a John Deere dealership.

Program Options: The program is completed in seven quarters, or approximately 21 months. Four quarters are spent in school and the remaining three quarters in a John Deere sponsoring dealership. Students rotate work and school on a quarterly basis. Each specialized subject is studied in the classroom and laboratory on campus. This quarter of study is then followed by related work experience in the dealership. For example, the first quarter involves 11 weeks at the school followed by 11 weeks of work experience in the sponsoring dealership. After the dealership work experience is completed, the student returns to the school for another 11 week quarter of classroom and lab instruction. This rotation continues until completion of the program.

Entrance Requirements: Students can enter this program during the fall or winter quarters of every even numbered year. Since considerable time is spent at the dealership, the program requires the student to have a sponsoring dealer. The main responsibility of the dealership is to provide training-related employment for the student during work experience quarters. If necessary, students can request assistance in locating a sponsoring dealer. Students should take the placement test and Mechanical Reasoning Test offered by the Student Development Center at Walla Walla Community College.

Other Information: Program scholarships are available each year to assist students. Contact a program adviser to obtain an application or for more information. For additional program information including regional employment data, completion rates, student characteristics, and employment see <http://www.wtb.wa.gov/etp>.

John Deere Ag Sales

John Deere – Ag Sales

Faculty Advisors:

Debora Frazier
Del Wilde

509.527.4689
509.527.4251

debbie.frazier@wwcc.edu
del.wilde@wwcc.edu

Industry Description: The John Deere Company is a worldwide leader in machinery manufacture. It envisions the need for trained management, marketing, and sales personnel to work not only in dealerships in the United States but throughout the world.

Program Overview: The John Deere Ag Sales program is designed to upgrade the competence and professional level of the incoming employee at the John Deere dealership. This program, in cooperation with John Deere dealers, provides students an opportunity to develop an understanding of agri-business topics such as sales, marketing, management, and finance; agricultural science topics such as soil science and crop production; and mechanical information about John Deere products. Students gain knowledge through classroom lectures and discussions, and laboratory and shop experiences. Further development of skills occurs through on-the-job training at sponsoring dealerships. Some distance delivery courses are available. The curriculum was designed in partnership with the John Deere Company and is maintained through an advisory committee of dealership employees and John Deere personnel. Instructors in the program frequently attend workshops and conferences to update their skills and knowledge of the industry.

Program Options: The John Deere Ag Sales program is a two-year course of study that leads to an Associate in Applied Arts and Sciences Degree in John Deere Ag Sales. Graduates are prepared to begin their career in sales and marketing of John Deere products at local John Deere dealers. Students may also choose the Associate in Applied Arts and Sciences Degree in John Deere Dealership Management. This degree prepares the student for transfer to Washington State University, where completion of a Bachelor of Science Degree in Agriculture is the goal. Either option may be completed in seven quarters, or approximately 21 months. Five quarters are spent in school, and the remaining two quarters are spent at John Deere sponsoring dealerships.

Entrance Requirements: The student enters this program during fall quarter of any school year, although beginning the program any quarter is possible. Since considerable time is spent at the dealership, the program requires the student to have a sponsoring John Deere dealer. The main responsibility of the dealership is to provide training-related employment for the student during the work experience periods. If necessary, the student can request assistance in locating a sponsoring dealer. Students should also take a placement test offered by the student development center at Walla Walla Community College.

Other Information: Program scholarships are available each year to assist students. Contact a program adviser to obtain an application or for more information. For additional program information including regional employment data, completion rates, student characteristics, and employment see <http://www.wtb.wa.gov/etp>.

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Agriculture Technology - John Deere Ag-Sales

This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Please check with your advisor prior to any substitutions.

Core courses are available each quarter but must be taken in sequence. This does not apply to recommended and/or related instruction. For the current course sequence, refer to the following web site: <http://www.wwcc.edu/programs/proftech/jd/requirements.cfm>

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications

(R) - Human Relations

(M) - Computation / Mathematics

(J) - Job Seeking Skills

(L) - Leadership

First Year

Quarter One

Credits

JDAS 101, John Deere Fundamentals and Orientation	1
JDAS 110, John Deere Theory of Engine Operations	2
JDAS 135, John Deere Tractor Performance	2
AGRI 103, Farm and Ranch Business Management	5
AGRI 202, Microeconomics in Agriculture	5
AGPR 120, Agricultural Chemistry	5
AGPR 299, Agriculture Student Leadership (L)**	1
Total Credits	21

Quarter Two

Credits

JDAS 190, Dealer Co-op I	10-16
Total Credits	10-16

Quarter Three

Credits

JDAS 115, John Deere Electrical	3
AGRI 211, Agri-Business Management	5
AGPR 140, Agricultural Safety and Health	3
AGPR 215, Field Crop Production	5
MATH 065, Introductory Algebra (M) **	5
Total Credits	21

Quarter Four

Credits

JDAS 191, John Deere Dealer Cooperative Education II	10-16
Total Credits	10-16

Second Year

Quarter Five

Credits

JDAS 205, John Deere Hydraulics	3
AGRI 108, Computers in Agriculture	5
AGPR 201, Basic Soil Science	5
AGPR 100, Orientation to Agriculture (J)**	3
WRITE 100, Applied Writing (W)**	3
Total Credits	19

John Deere Dealership Management

Quarter Six

	<u>Credits</u>
AGRI 210, Agricultural Sales and Service	3
AGRI 221, Agricultural Marketing	5
AGPR 202, Soil Fertility	5
ECON 201, Fundamentals of Macroeconomics	5
Total Credits	18

Quarter Seven

	<u>Credits</u>
JDAS 221, Ag Management Solutions	1
JDAS 225, John Deere Planting Equipment	1
JDAS 230, John Deere Harvest Equipment	2
AGRI 220, Agricultural Finance	5
AGRI 222, Agricultural Policy	5
SPCH 101, Fundamentals of Speech (O) **	3
PSY 111, Effective Interpersonal Relations (R)**	3
Total Credits	20
Total Credits	119 - 131

* Prerequisite to entering quarter seven of the program: JDAS 290, Dealer Co-op (5 credits).

* When course credits are indicated as variable, students are encouraged to register for the maximum credit. This is the level recommended for effective employment preparedness.

* Students are strongly encouraged to enroll in courses listed as recommended for effective employment preparedness.

* Student previously completing high school chemistry with at least a B grade or previously completing a college chemistry course, AGPR 120 may be waived.

* Depending upon placement test results, the student may need to take lower level math courses before enrolling in MATH 065. MATH 065 is the minimum level math course that must be passed.

* JDAS 290 is enrolled in during Winter Quarter but the work experience will take place in two separate periods for a total of 4 weeks. The first period (3 weeks in length) will begin at the end of Fall Quarter. The second work experience (one week in length) will take place during Spring Break.

** The following courses meet the related instruction requirements of this program (one class per category required):

(W) – BA 137, ENG 100, ENG 101, WRITE 100, WRITE 110

(O) – SPCH 100, OCSUP 100, OCSUP 102, SPCH 101

(M) – MATH 065 or higher

(L) – AGPR 299

(R) – WMGT 192, WMGT 292, PSY 101, PSY 111

(J) – AGPR 100, OCSUP 103

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Agriculture Technology - John Deere Dealership Management

This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Please check with your advisor prior to any substitutions.

This degree will allow the student to transfer to Washington State University for completion of the Bachelor of Science Degree in Agriculture.

Core courses are not available each quarter and may be offered on alternate years. Students are advised to contact the program representative to obtain assistance in scheduling. This does not apply to recommended and/or

related instruction. For the current course sequence, refer to the following web site: <http://www.wvcc.edu/programs/proftech/jd/requirements.cfm>

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications

(R) - Human Relations

(M) - Computation / Mathematics

(J) - Job Seeking Skills

(L) - Leadership

First Year

Quarter One

	<u>Credits</u>
JDAS 101, John Deere Fundamentals and Orientation	1
JDAS 110, John Deere Theory of Engine Operations	2
JDAS 135, John Deere Tractor Performance	2
AGRI 108 or CT 121; Computer Software Principles	5
AGPR 201, Basic Soil Science	5
AGPR 299, Student Leadership (L)**	1
ENG 101, English Composition I (W)**	5
Total Credits	21

Quarter Two

	<u>Credits</u>
JDAS 190, John Deere Dealer Co-op	8-16
Total Credits	8-16

Quarter Three

	<u>Credits</u>
JDAS 115, John Deere Electrical	3
AGRI 211, Agri-Business Management	5
PSY 101, Introduction to Psychology (R)**	5
SPCH 101, Fundamentals of Speech (O)**	3
MATH 121, Calculus or MATH 201, Statistics (M)**	5
Total Credits	21

Quarter Four

	<u>Credits</u>
JDAS 191, John Deere Dealer Co-op	8-16
Total Credits	8-16

Second Year

Quarter Five

	<u>Credits</u>
JDAS 205, John Deere Hydraulics	3
AGRI 102, Farm Records and Analysis	5
AGRI 202, Microeconomics in Agriculture	5
CHEM 101, Chemistry	5
AGPR 100, Orientation to Agriculture (J)**	3
Total Credits	21

Quarter Six

	<u>Credits</u>
AGRI 210, Agricultural Sales and Service	3
AGRI 221, Agricultural Marketing	5
Humanities Elective	5
ECON 201, Fundamentals of Macroeconomics	5
Total Credits	18

Quarter Seven

	<u>Credits</u>
JDAS 221, Ag Management Solutions	1
JDAS 225, John Deere Planting Equipment	1
JDAS 230, John Deere Harvesting Equipment	2
AGRI 220, Agricultural Finance	5
AGRI 222, Agricultural Policy	5
AGPR 140, Agricultural Safety and Health	3
AGPR 215, Field Crop Production	2
Total Credits	22
Total Credits	119-135

John Deere Dealership Management

* Prerequisite to entering quarter seven of the program: JDAS 290, Dealer Co-op (5 credits).

* When course credits are indicated as variable, students are encouraged to register for the maximum credit. This is the level recommended for effective employment preparedness.

* Students are strongly encouraged to enroll in courses listed as recommended for effective employment preparedness.

* Depending upon placement test results, the student may need to take lower level math courses before enrolling in required math courses.

* JDAS 290 is listed during Winter Quarter but the work experience will take place in two separate periods for a total of 4 weeks.

The first period (3 weeks in length) will begin at the end of Fall Quarter. The second work experience (one week in length) will take place during Spring Break.

** The following courses meet the related instruction requirements of this program (one class per category required):

(W) – ENG 101 or higher

(O) – SPCH 101

(M) – MATH 121, MATH 201

(L) – AGPR 299

(R) – PSY 101

(J) – AGPR 100

JDAS 101 John Deere Fundamentals and Orientation 3 Credit(s)

This course is an introduction to manuals, time management, engine classifications, serial numbers, and service department policies. Orientation to tractor and combine evolution, equipment options, and the proper use and care of power and hand tools. Student may not earn credit for both JD 101 and JDAS 101.

JDAS 110 John Deere Theory of Engine Operations 3 Credit(s)

This course covers the basic physical principles, operation, and construction of two- and four-stroke cycle engines. Includes ignition timing of four-stroke cycle engines, basic diagnostic engine test procedures, and types of internal combustion engine cooling systems. Student may not earn credit for both JD 110 and JDAS 110.

JDAS 115 John Deere Electrical 3 Credit(s)

This course covers the basic electrical principles and applications of magnetism, electromagnetism, and the safe utilization of electrical test meters. Principles of operation, testing, and repair of ignition systems, cranking systems, and charging systems are demonstrated and practiced. Student may not earn credit for both JD 115 and JDAS 115.

JDAS 135 John Deere Tractor Performance 2 Credit(s)

This course covers the proper performance of John Deere agricultural tractors. Techniques and procedures for determining percentage of tractor slippage and ballast are demonstrated, practiced and corrections made in actual field conditions. Dynamometer operation, test procedures, and safety are demonstrated. Student may not earn credit for both JD 135 and JDAS 135.

JDAS 190 John Deere Dealer Cooperative Education 16 Credit(s)

This course requires a minimum of 480 hours of on the job work experience in a John Deere dealership. Allows the student to practice and utilize skills and knowledge learned in previous quarters. Student may not earn credit for both JD 190 and JDAS 190.

JDAS 191 John Deere Dealer Cooperative Education 16 Credit(s)

This course requires a minimum of 480 hours of on-the-job work experience in a John Deere dealership. Allows the student to practice and utilize skills and knowledge learned in previous quarters. Prerequisite: JDAS 190. Student may not earn credit for both JD 191 and JDAS 191.

JDAS 205 John Deere Hydraulics 3 Credit(s)

This course covers the principles and application of fluid flow and hydraulic components. Testing and repair of low-pressure and high-pressure systems and control circuits are explained, demonstrated, and practiced. Student may not earn credit for both JD 205 and JDAS 205.



JDAS 221 Ag Management Solutions 1 Credit(s)

This training is intended to provide students with basic knowledge and skills that enable them to market, and support solutions that feature products from Ag Management Solutions. Much of this training is designed specifically to enable the student to understand the different applications of Global Positioning systems and precision farming practices - students will apply problem-solving skills.

JDAS 225 John Deere Planting Equipment 1 Credit(s)

This course covers the proper performance of John Deere planting equipment. Includes theory, design, principles of operation, proper setup and adjustment of all planting equipment. Student may not earn credit for both JD 225 and JDAS 225.

JDAS 230 John Deere Harvesting Equipment 2 Credit(s)

This course covers the proper performance of John Deere harvesting equipment. Includes theory, design, principles of operation, proper set up and adjustment of all harvesting equipment. Emphasis on combines, hay, and forage equipment. Student may not earn credit for both JD 230 and JDAS 230.

JDAS 290 John Deere Dealer Cooperative Education 1-5 Credit(s)

This course requires a minimum of 150 hours of on-the-job work experience in a John Deere dealership. Allows the student to practice and utilize skills and knowledge learned in previous quarters. Prerequisite: JDAS 191. Student may not earn credit for both JD 290 and JDAS 290.

John Deere Ag Technology

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in John Deere Ag Technology

This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Please check with your advisor prior to any substitutions.

Core courses are available each quarter but must be taken in sequence. This does not apply to recommended and/or related instruction.

For the current course sequence, refer to the following web site:
<http://www.wvcc.edu/programs/proftech/jd/requirements.cfm>

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications
(R) - Human Relations (M) - Computation / Mathematics
(J) - Job Seeking Skills (L) - Leadership

First Year

Quarter One	Credits
JD 101, John Deere Fundamentals and Orientation	3
JD 110, Theory of Engine Operations	3
JD 130, Engine Repair	6
JD 135, Tractor Performance	3
MATH 49, Mathematics I (M)**	5
WRITE 100, Applied Writing (W)**	3
Total Credits	23

Quarter Two	Credits
JD 190, John Deere Cooperative Education I	10-16
Total Credits	10-16

Quarter Three	Credits
JD 115, Electrical	8
JD 120, Heating and Air Conditioning	4
JD 125, Diesel and Gasoline Fuel Systems	4
OCSUP 102, Oral Communication in Workplace (O)**	3
Total Credits	19

Quarter Four (typically summer)	Credits
JD 191, John Deere Dealer Cooperative Education II	10-16
Total Credits	10-16

Second Year

Quarter Five	Credits
JD 205, Hydraulics	9
JD 210, Power Train	9
OCSUP 101, Job Psychology (R)**	3
Total Credits	21

Quarter Six	Credits
JD 290, Dealer Co-op	10-16
Total Credits	10-16

Quarter Seven	Credits
JD 215, Cab/Chassis Electrical and Electronics	4
JD 221, Ag Management Solutions	2
JD 225, Planting Equipment	3
JD 230, Harvesting Equipment	4
JD 235, Hydraulics II	4
JD 240, Power Train II	4
OCSUP 299, Principles of Leadership (L)**	1
AGPR 100, Orientation to Agriculture (J)**	3
Total Credits	25

Total Credits 118 – 136

* Prerequisites to entering second year of program: AGPR 140, Agricultural Safety (3 credits) and WELD 141, Welding Basics (4 credits).

When course credits are indicated as variable, students are encouraged to register for the maximum credit. This is the level recommended for effective employment preparedness.

Students are strongly encouraged to enroll in courses listed as recommended for effective employment preparedness.

** The following courses meet the related instruction requirements of this program (one class per category required):

(W) – BA 137, ENG 100, ENG 101, WRITE 100, WRITE 110
(O) – OCSUP 100, OCSUP 102, SPCH 100, SPCH 101
(M) – MATH 049 or higher, OCSUP 106
(L) – AGPR 299, BA 191, BA 192, BA 193, PSCI 125, OCSUP 089, OCSUP 299
(R) – BA 157, WMGT 192, WMGT 292, OCSUP 101, PSY 101, PSY 111
(J) – AGPR 100, OCSUP 103, PSY 140

JD 101 John Deere Fundamentals and Orientation 3 Credit(s)
This course offers an introduction to manuals, time management, engine classifications, serial numbers, and service department policies. Orientation to tractor and combine evolution, equipment options, and the proper use and care of power and hand tools. Student may not earn credit for both JD 101 and JDAS 101.

JD 110 John Deere Theory of Engine Operations 3 Credit(s)
This course covers basic physical principles, operation, and construction of two- and four-stroke cycle engines. Includes ignition timing of four-stroke cycle engines, basic diagnostic engine test procedures, and types of internal combustion engine cooling systems. Student may not earn credit for both JD 110 and JDAS 110.

JD 115 John Deere Electrical 8 Credit(s)
This course covers basic electrical principles and applications of magnetism, electromagnetism, and the safe utilization of electrical test meters. Principles of operation, testing and repair of ignition systems, cranking systems, and charging systems are demonstrated and practiced. Student may not earn credit for both JD 115 and JDAS 115.

JD 120 John Deere Heating and Air Conditioning 4 Credit(s)
This course covers theory, operation, and repair of late model John Deere air conditioning, heating, and ventilation systems. Recovery, recycling, and recharging of the air conditioning systems are demonstrated and practiced.

JD 125 John Deere Diesel and Gasoline Fuel Systems 4 Credit(s)
This course covers operation, theory, construction, testing, and repair methods for spark ignition and compression ignition fuel systems. Includes relationship of valve timing, ignition, and injection timing to normal combustion. Theory and repair practices are demonstrated and discussed.

John Deere Ag Technology/Library/Literature

JD 130 John Deere Engine Repair 6 Credit(s)

This course covers basic theory, construction, and operation of gas and diesel engines. Includes disassembly, inspection, measurement, reassembly, and adjustments to John Deere diesel and gas engine components.

JD 135 John Deere Tractor Performance 3 Credit(s)

This course covers proper performance of John Deere agricultural tractors. Techniques and procedures for determining percentage of tractor slippage and ballast are demonstrated, practiced and corrections made in actual field conditions. Dynamometer operation, test procedures, and safety are demonstrated. Student may not earn credit for both JD 135 and JDAS 135.

JD 190 John Deere Dealer Cooperative Education I 16 Credit(s)

This course requires a minimum of 480 hours of on-the-job work experience in a John Deere Dealership. Allows the student to practice and utilize skills and knowledge learned in previous quarters. Student may not earn credit for both JD 190 and JDAS 190.

JD 191 John Deere Dealer Cooperative Education II 16 Credit(s)

This course requires a minimum of 480 hours of on-the-job work experience in a John Deere dealership. Allows the student to practice and utilize skills and knowledge learned in previous quarters. Prerequisite: JD 190. Student may not earn credit for both JD 191 and JDAS 191.

JD 205 John Deere Hydraulics 9 Credit(s)

This course covers the principles and application of fluid flow and hydraulic components. Testing and repair of low- pressure and high-pressure systems and control circuits are explained, demonstrated, and practiced. Offered to second year students only. Student may not earn credit for both JD 205 and JDAS 205.

JD 210 John Deere Power Train 9 Credit(s)

This course covers the theory of power transmission from engine to traction wheels. Includes function and operation of gears, chains, clutches, planetary gears, drive lines, differentials, and transmissions. Complete disassembly, inspection, and reassembly to specification are practiced. Offered to second year students only.

JD 215 John Deere Cab/Chassis Electrical and Electronics 8 Credit(s)

This course will review electrical fundamentals, basic electronics, and electrical diagnostics. Includes techniques of electrical and electronic circuit diagnostics and reading electrical schematics.

JD 221 Ag Management Solutions 2 Credit(s)

This training is intended to provide students with basic knowledge and skills that enable them to market, and support solutions that feature products from Ag Management Solutions. Much of this training is designed specifically to enable the student to understand the different applications of Global Positioning systems and precision farming practices - students will apply problem-solving skills.

JD 225 John Deere Planting Equipment 3 Credit(s)

This course covers proper performance of John Deere planting equipment. Includes theory, design, principles of operation, proper setup and adjustment of all planting equipment. Student may not earn credit for both JD 225 and JDAS 225.

JD 230 John Deere Harvesting Equipment 4 Credit(s)

This course covers proper performance of John Deere harvesting equipment. Includes theory, design, principles of operation, proper set-up and adjustment of all harvesting equipment. Emphasizes combines, hay, and forage equipment. Student may not earn credit for both JD 230 and JDAS 230.

JD 235 John Deere Advanced Hydraulics II 4 Credit(s)

This course covers principles, function, and application of electric over hydraulic circuits as found on row crop, 4-WD, and combines. Construction, fluid flow, electrical flow, and testing of systems are explained, demonstrated, and practiced.

JD 240 John Deere Advanced Power Train II 4 Credit(s)

This course covers principles, function, and application of electronic controlled transmissions as found on row crop, 4-WD, and other agriculture equipment. Repair and testing are covered and practiced.

JD 290 John Deere Dealer Cooperative Education 16 Credit(s)

This course requires a minimum of 480 hours of on-the-job work experience in a John Deere dealership. Allows the student to practice and utilize skills and knowledge learned in previous quarters. Prerequisite: JD 191. Student may not earn credit for both JD 290 and JDAS 290.

Library

Faculty Advisor:

Jennifer Stutesman 509.527.4295

jennifer.stutesman@wwcc.edu

LIB 110

1-5 Credits

A course designed to introduce the student to computer-based research and print resources. Resources used will include library information networks, online catalogs, and the internet. Students will learn strategies for locating and citing resources.

Literature

Faculty Advisors:

Linda Andrews 509.527.4641

linda.andrews@wwcc.edu

Michael Kiefel 509.527.4640

michael.kiefel@wwcc.edu

Brad LaFran 509.527.3682

brad.lafran@wwcc.edu

Virginia McConnell 509.758.1709 - Clarkston

virginia.mcconnell@wwcc.edu

The Literature program provides a range of diversified courses that can acquaint students with an introduction to literature as developed within world civilizations.

The student intending to transfer to a four-year college or university can prepare to pursue an English degree by fulfilling all preliminary requirements, learning to apply the skills and techniques of literary interpretation, reading and evaluating a variety of works, and acquiring research skills. Careers open to an English major include teaching, professional writing, and/or technical writing. Also, a study of English provides an excellent base for careers in psychology, history, sociology, and law.

Both transfer and non-transfer students can profit from reading a wide selection of influential authors and understanding their themes and styles.

The following courses are suggested for students planning to concentrate on literature in an Associate in Arts Degree program.

LIT (electives totaling 15 credits)

HIST electives

ENG 101 and 102

ART 100

SPCH 101

MUS 101

HUM 101-103

PHIL 101

PSY 101

LIT 111 Arthurian Literature 3 Credit(s)

A survey of selected Arthurian legends found in literature, film, music and art from the middle ages to the modern period.

LIT 120 Baseball Literature and American Culture 3 Credit(s)

Examines the short stories, poetry, and novels that focus on our national pastime in order to determine how authors perceive the game as reflective of larger issues in American life and the human condition. Works studied include those by Lardner, Runyon, Kinsella, Stein, and Harris.



LIT 140 Introduction to Literature 5 Credit(s)

An introduction to literary study, highlighting effective reading and writing strategies including poetry, fiction, drama and non-fiction from around the world.

LIT 141 Introduction to Fiction 5 Credit(s)

A study of short fiction from the 19th century to the present, drawn from a variety of countries and cultures. Effective reading strategies are highlighted as is the relationship between fiction and reality.

LIT 142 Introduction to Poetry 3 Credit(s)

Course emphasizes the interpretation and appreciation of poetry in its various forms. Concentration is on narrative and lyric forms and introduction to a wide variety of established poets.

LIT 144 Introduction to Film 5 Credit(s)

A study of selected classic films with emphasis on the variety of film types, techniques, and developing technology.

LIT 149 Classic Children's Literature 5 Credit(s)

Explores and celebrates some of the best children's literature of all time: Lewis Carroll's *Alice in Wonderland/Through the Looking Glass*, A. A. Milne's *House at Pooh Corner*, C.S. Lewis' *Chronicles of Narnia*, and Madeline L'Engle's *A Wrinkle in Time*.

LIT 210 Myth and Folklore 5 Credit(s)

Study of the myths and folktales of the world and their effects on a relationship to literature and culture.

LIT 212 African-American Literature 3 Credit(s)

Provides an overview, analysis, and celebration of major African-American writers.

LIT 245 American Literature 5 Credit(s)

This course explores influential American literary voices and styles from settlement times through the present.

LIT 250 Literature of Immigration 5 Credit(s)

Examines the American immigrant experience through literature—fiction, poetry, personal memoir, and letters

LIT 251 Voices of Women in Literature 5 Credit(s)

Focus is on women in literature, both as authors and as characters. Time period covered ranges from the 18th to the 21st century. Student may not earn credit for both WST 251 and LIT 251.

LIT 256 Literature of the American West 3 Credit(s)

Examines the Western experience and mythology in Literature.

LIT 257 Literature of the Inland Northwest 5 Credit(s)

Examines the contemporary literature of the Inland Northwest in fiction, poetry, personal memoir, and letters from various cultures.

LIT 260 Modern Hispanic and Latino Literature 5 Credit(s)

A study of works written by modern Hispanic writers from nations throughout the Americas. Fiction and poetry are studied in relation to historical and cultural backgrounds. Classroom discussions are held in English and works are read in English translations.

LIT 261 Native American Literature 3 Credit(s)

A study of traditions, cultures, myths, roles, and problems facing Native Americans today through essay, narrative, story, oratory, poetry, film, and song. Suggested minimum reading level: READ 098.

LIT 265 World Literature 5 Credit(s)

An introduction to some of the world's great literary traditions, both ancient and modern, featuring poetry, story, and drama.

LIT 270 Detective and Spy Novels 3 Credit(s)

Survey of selected thriller literature from 1840 to the present.

LIT 271 Science Fiction and Fantasy Literature 3 Credit(s)

Study of the development of the exciting fiction and fantasy genres and their emergence as significant literature. Short fiction will be featured.

LIT 272 Medicine and Literature 5 Credit(s)

An exploration of both the literary and ethical import of a variety of topics related to the medical field. A variety of literary genres (poetry, fiction, non-fiction) and movies treat a wide range of topics.

LIT 277 The Bible as Literature 3 Credit(s)

An introductory study of the principal forms of literature represented in the Bible. The literary influence of the Bible writings also noted.

Mathematics

Mathematics

Faculty Advisors:

Barbara Blasey	509.758.1726 - Clarkston	barbara.blasey@wwcc.edu
Gary Owsley	509.527.4605	gary.owsley@wwcc.edu
Julie Sachs	509.527.4642	julie.sachs@wwcc.edu
Eric Schulz	509.527.4281	eric.schulz@wwcc.edu
Steve Schwartz	509.527.4600	steve.schwartz@wwcc.edu

Mathematics is important in virtually every field—occupation, vocation, profession. Mathematics even has applications in people's hobbies. The Mathematics Department is primarily about teaching mathematics to a wide range of students who enroll in the department courses. The department strives to offer learning experiences that reflect the latest current teaching methodologies and implements current technological innovations and tools.

The following courses are recommended for students planning to concentrate on mathematics. Course schedules should be planned each quarter with one of the mathematics faculty advisers:

MATH 124, 125, 126 MATH 220, 224, 238

Special offerings, such as Math 205 and 206 (Mathematics for Elementary School Teachers), are available for particular needs and groups.

MATH 049 Mathematics I 5 Credit(s)

Basic mathematical concepts with an emphasis on practical application and consumer-related word problems. Also deals with the fundamental operations of whole numbers, fractions, decimals, and percentages. Provides an introduction to measurement, graphs, exponents, integers, and informal geometry including perimeter, area, volume, and basic construction. Prerequisite: Appropriate score on placement test or instructor permission.

MATH 050 Mathematics II (Pre-Algebra) 5 Credit(s)

This course bridges the gap between arithmetic and algebra. Includes arithmetic review, informal geometry, measurement, signed numbers, linear equations and inequalities, polynomials, and graphing. Prerequisite: MATH 049 (with a grade of C- or better), appropriate score on placement test, or instructor permission.

MATH 054 Special Topics in Math 15 Credit(s)

Specific math needs are met for individual students. Student and instructor determine areas of emphasis.

MATH 059 Math Skills Review 1-3 Credit(s)

Provides students with a brief review of math skills designed to help them improve their scores on the college's placement exam and to prepare them to enroll in the most appropriate class in the mathematics sequence. Placement and admission are by instructor permission.

MATH 065 Introductory Algebra 5 Credit(s)

The first of a two-course series covering the basics of algebra (MATH 065/095). Topics for the course include: variables and their applications working with algebraic expressions, solving equations, and an introduction to graphing linear and quadratic functions. Prerequisite: Grade of C- or higher in MATH 050, satisfactory placement score or permission of the Mathematics Department.

MATH 065A Introductory Algebra A 5 Credit(s)

The first of a two class series which will cover the same subject matter as MATH 065, the introductory algebra course, but at a slower pace. Topics to be covered include: a review of basic arithmetic and geometry, addition, subtraction, multiplication, and division of real numbers, solving linear equations, exponents, polynomials, inequalities, and factoring. Prerequisite: Grade of C- or higher in MATH 050, satisfactory placement score or permission of the Mathematics Department.

MATH 065B Introductory Algebra B 5 Credit(s)

The second of a two class series which will cover the same subject matters as MATH 065, the introductory algebra course, but at a slower pace. Topics to be covered include: review of factoring, rational expressions, linear equations and inequalities in two variables, systems of linear equations, roots and radicals, quadratic equations. Prerequisite: Grade of C- or higher in MATH 065A.

MATH 066 Geometry/Trigonometry 5 Credit(s)

Practical math course designed to provide the student with the mathematical capability to solve technological problems. Emphasis is placed on setting up the problem and finding the correct solution. Mathematical theory and proofs are not stressed and for the most part, students are required to accept theorems, rules, and formulas without derivation.

MATH 067 Applied Math 5 Credit(s)

Operations of addition, subtraction, multiplication and division applied to real numbers. Signed number, inequalities, polynomials, fractions, rectangular coordinates, equations, radicals and exponents.



MATH 095 Intermediate Algebra 5 Credit(s)

The second of a two-course series covering the basics of algebra (MATH 065/095). Topics for the course include: working with algebraic expressions (polynomial, algebraic fractions, radicals, exponential, logarithmic), solving equations and inequalities (polynomial, rational, radical, exponential, logarithmic), solving systems of linear equations, an introduction to functions, and graphing functions/relations (linear, quadratic, simple conics, exponential, logarithmic). Prerequisite: Grade of C- or higher in MATH 065 or MATH 065B, satisfactory placement score or permission of the Mathematics Department.

MATH 107 Mathematics: A Practical Experience 5 Credit(s)

A course demonstrating the use of a variety of mathematical topics in management science, social choice, measurement and geometry, and other miscellaneous areas. Quantitative skills necessary to understanding and taking a part in our technological society will be stressed. Prerequisite: Grade of C- or higher in MATH 095 or permission of the Mathematics Department.

MATH 109 Precalculus I 5 Credit(s)

The first in a series of two courses designed to provide an in-depth study of algebra to prepare students for advanced mathematics courses. Graphical analysis of concepts is emphasized through the use of graphing calculators. Topics for the course include: working with algebraic expressions, solving equations algebraically and graphically, and a detailed analysis of the algebraic and graphical properties of various functions. Prerequisite: Grade of C- or higher in MATH 095 or permission of the Mathematics Department.

MATH 110 Precalculus II 5 Credit(s)

The second course of the precalculus sequence. Graphical analysis of concepts is emphasized through the use of graphing calculators. Topics for the course include: right triangle trigonometry, algebraic and graphical analysis of trigonometric and inverse trigonometric functions, applications of trigonometric functions, vectors, systems of linear and nonlinear equations, (algebraic, matrix, and graphical solution techniques) parametric, and polar graphing. Prerequisite: Grade of C- or higher in MATH 109 or permission of the Mathematics Department.

MATH 115 Finite Mathematics 5 Credit(s)

A study of mathematical systems encountered in the work of behavioral, managerial, and social science students. Topics for the course include: systems of linear equations and inequalities, matrices, linear programming, introductory probability, mathematics of finance, and elementary Markov chains. Prerequisite: Grade of C- or higher in MATH 095 or permission of the Mathematics Department.

MATH 121 Survey of Calculus 5 Credit(s)

Designed as an introduction to calculus as applied to business and economics as well as the behavioral, social, and life sciences. Topics for the course include: functions, exponential and logarithmic function derivatives and their applications, integrals and their applications. Prerequisite: Grade of C- or higher in MATH 095 or permission of the Mathematics Department.

MATH 124 Calculus With Analytic Geometry I 5 Credit(s)

The first in a sequence of four courses for students who are planning to major in engineering, mathematics, or the sciences. Graphical analysis of concepts is emphasized through the use of graphing calculators. Topics for the course include: limits and continuity, derivatives and their applications, and an introduction to the definite integral (optional). Prerequisite: Grade of C- or higher in MATH 110 or permission of the Mathematics Department.

MATH 125 Calculus With Analytic Geometry II 5 Credit(s)

A continuation of MATH 124. Topics for the course include: an introduction to the definite integral (optional), applications of the definite integral, differentiation and integration of logarithmic, exponential, trigonometric, and hyperbolic functions, and techniques and applications of integration. Prerequisite: Grade of C- or higher in MATH 124 or equivalent.

MATH 126 Calculus With Analytic Geometry III 5 Credit(s)

A continuation of MATH 125. Topics for the course include: differential equations, infinite sequences and series, parametric curves, vectors, and surfaces. Prerequisite: Grade of C- or higher in MATH 125 or permission of Mathematics Department.

MATH 201 Introduction to Statistics 5 Credit(s)

A study of both descriptive and inferential statistics. Topics for the course include: data presentation, and analysis, measures of central tendency and dispersion, sampling distributions, parameter estimation hypothesis testing, and linear regression. Prerequisite: Grade of C- or higher in MATH 095 or permission of the Mathematics Department.

MATH 205 Mathematics for Elementary School Teachers 5 Credit(s)

Designed for elementary school teachers focusing on methods of problem solving, development and structure of number systems, and numerical algorithms applicable to elementary school mathematics. Prerequisites: Grade C- or higher in MATH 095, satisfactory placement score, or permission of the Mathematics Department.

MATH 206 Mathematics for Elementary School Teachers II 5 Credit(s)

Designed for elementary school teachers focusing on topics in geometry, statistics, and measurement pertaining to mathematics taught at the elementary school level. This course satisfies the quantitative skills requirement for the AA degree, provided that MATH 205 has also been completed with a grade of C- or better.

MATH 220 Linear Algebra 5 Credit(s)

Designed for students planning studies in mathematics, engineering, computer science, and physics. Topics for the course include: systems of linear equations, matrices, determinants, eigenvalues, eigenvectors, vector spaces, linear transformations, orthogonality, and diagonalization. Prerequisite: Grade C- or better in MATH 126, or permission of the Mathematics Department.

MATH 224 Calculus & Analytical Geometry IV 5 Credit(s)

An introduction to multi-variable calculus. Topics for the course include: vector-valued functions, partial derivatives, directional derivatives, multiple integration, vector analysis, line and surface integrals, Green's and Stoke's theorems. Prerequisite: Grade C- or better in MATH 126 or permission of the Mathematics Department.

MATH 238 Differential Equations 5 Credit(s)

Topics for the course include: solutions to first-order and higher-order differential equations, systems of linear differential equations, Laplace transforms, numerical methods, and qualitative analysis of ODE's. Prerequisite: Grade C- or better in MATH 126 or equivalent.

Music

Music

Faculty Advisor:

Tom Simon

509.527.4690

tom.simon@wwcc.edu

As part of the Performing and Fine Arts Division, the Music Department shares the division's mission: to inspire students to discover their potential and to achieve their goals in speech communications, fine arts, drama, and music by providing a wide variety of guided presentation and performance opportunities, a nurturing and challenging atmosphere, and challenging standards of instruction aimed especially for small groups and individuals.

Moreover, the department strives to meet the following divisional goals:

1. provide learning opportunities and challenges for students planning to transfer to baccalaureate institutions for the purpose of pursuing major studies in Music;
2. provide learning opportunities and challenges for students wishing to fulfill recreational interests in Music;
3. enrich Music opportunities offered and available to the people of the WWCC service area;
4. provide learning opportunities and challenges for students wishing to pursue occupational and professional careers in Music;
5. guide and nurture students' development as emphatic and critical audience/responders to the musical expression of their peers as well as those forms of expression that have stood the test of time and public scrutiny.
6. encourage openness to diverse ways of cultural expression as manifested in the Music;
7. encourage life-long learning and expression in the Music.

The college's music program provides instruction in music appreciation and history, instrumental and vocal performance, and theory. These classes are designed for students who plan to pursue a music degree as well as those who wish to develop a greater appreciation for music or learn and improve musical skills.

The Music Department cooperates with the other Performing and Fine Arts departments and the WWCC Foundation on a wide range of performance opportunities. These are both co- and extra-curricular programs, including the WWCC Foundation musical, the WWCC gallery shows, the China Pavilion drama season, touring theater, and children's drama workshop, musical recitals and concerts, and music performances in downtown Walla Walla (e.g., Farmers' Market).

The Music department also supports students' efforts to fulfill degree requirements by offering a wide array of courses appealing to multiple levels of interest, skill, and experience. Course offerings provide the basis for transfer, occupations, and life-long learning.

There are audition and non-audition opportunities in vocal and instrumental music.

MUS 100 Music Fundamentals 3 Credit(s)
Basic knowledge of musical notation and sight-reading. Emphasizes knowledge and understanding of clefs, keys, signatures and other notation, rhythm, timbre, and musical styles. Offers a basis for general appreciation or continued study in music theory.

MUS 101 Music Appreciation 3 Credit(s)
This course is a historical survey of Western music that focuses on instrumental and vocal musical forms. It consists largely of directed listening to a broad range of musical ideas and guided hands-on musical activities. Covers the musical period from 1600 to the modern era, and includes live performances, demonstrations, discussions, video viewing, and class participation.

MUS 106 Music Theory I 4 Credit(s)
Basic musical concepts and terminology through analysis, listening and keyboard practice; part writing, composition; ear training and sight singing.

MUS 107 Music Theory II 4 Credit(s)
Basic musical concepts and terminology through analysis, listening and keyboard practice; part writing, composition; ear training and sight singing.

MUS 108 Music Theory III 4 Credit(s)
Basic musical concepts and terminology through analysis, listening and keyboard practice; part writing, composition; ear training and sight singing.

MUS 110 History of American Music 5 Credit(s)
An audiovisual tour of America's truly original music, jazz, from European and West African roots, to the blues of the Mississippi Delta and the birth of jazz in New Orleans, to the music of Louis Armstrong, Duke Ellington, John Coltrane, Wynton Marsalis and many others. Satisfies five Humanities credits.

MUS 113 Choral Singing I 3 Credit(s)
Beginning instruction in the techniques of group vocal performance in preparation for the summer musical.

MUS 114 Choral Singing II 3 Credit(s)
Intermediate instruction in the techniques of group vocal performance in preparation for the summer musical.

MUS 115 Choral Singing III 3 Credit(s)
Advanced instruction in the technique of group vocal performance in preparation for the summer musical.

MUS 116 College Voice I 1-2 Credit(s)
Voice training for interested students who can benefit from the study of the fundamentals of singing.

MUS 117 College Voice II 1-2 Credit(s)
Voice training for interested students who can benefit from the study of the fundamentals of singing.

MUS 118 College Voice III 1-2 Credit(s)
Voice training for interested students who can benefit from the study of the fundamentals of singing.

MUS 121 Stage/Pep Band I 2 Credit(s)
Courses which allow students to continue their musical interest in a band setting. Prerequisite: Reasonable proficiency on a bank instrument, ability to participate in a group situation.

MUS 122 Stage/Pep Band II 2 Credit(s)
Courses which allow students to continue their musical interest in a band setting. Prerequisite: Reasonable proficiency on a bank instrument, ability to participate in a group situation.

MUS 123 Stage/Pep Band III 2 Credit(s)
Courses which allow students to continue their musical interest in a band setting. Prerequisite: Reasonable proficiency on a bank instrument, ability to participate in a group situation.

MUS 126 Jazz Combo I 1-3 Credit(s)
Jazz combos give students an opportunity to play jazz in a small group format, concentrating on improvisation in many different styles. The combos perform regularly including concerts and professional engagements. Prerequisite: Instructor permission.

MUS 127 Jazz Combo II 1-3 Credit(s)
Jazz combos give students an opportunity to play jazz in a small group format, concentrating on improvisation in many different styles. The combos perform regularly including concerts and professional engagements. Prerequisite: Instructor permission.

MUS 128 Jazz Combo III 1-3 Credit(s)
Jazz combos give students an opportunity to play jazz in a small group format, concentrating on improvisation in many different styles. The combos perform regularly including concerts and professional engagements. Prerequisite: Instructor permission.

MUS 130 Piano Fundamentals/Blues 1-2 Credit(s)
A hands-on approach to America's truly original music, the Blues. Basic piano techniques will be learned in a class piano setting with an emphasis on the improvisatory and universal language of the blues.

MUS 131 Applied Music I 1-2 Credit(s)
Private music lessons with a college-approved instructor. Two college transfer credits are granted for a one-hour lesson per week, and one credit for a half-hour lesson per week. Appropriate practice hours per lesson required.

MUS 132 Applied Music II 1-2 Credit(s)
Private music lessons with a college-approved instructor. Two college transfer credits are granted for a one-hour lesson per week, and one credit for a half-hour lesson per week. Appropriate practice hours per lesson required.

MUS 133 Applied Music III 1-2 Credit(s)
Private music lessons with a college-approved instructor. Two college transfer credits are granted for a one-hour lesson per week, and one credit for a half-hour lesson per week. Appropriate practice hours per lesson required.

MUS 141 Walla Walla Symphony/Community Band or Walla Walla Symphony Chorale I 1 Credit(s)
Instrumental or vocal participation in a symphonic organization with rehearsal every Monday evening. Four to five concerts are presented each academic year. Admission to the symphony is open to all who can perform with competency.

MUS 142 Walla Walla Symphony/Community Band or Walla Walla Symphony Chorale II 1 Credit(s)
Instrumental or vocal participation in a symphonic organization with rehearsal every Monday evening. Four to five concerts are presented each academic year. Admission to the symphony is open to all who can perform with competency.

MUS 143 Walla Walla Symphony/Community Band or Walla Walla Symphony Chorale III 1 Credit(s)
Instrumental or vocal participation in a symphonic organization with rehearsal every Monday evening. Four to five concerts are presented each academic year. Admission to the symphony is open to all who can perform with competency.

MUS 144 Theater Orchestra I 1-5 Credit(s)
Introductory class to develop the specialized instrumental musical skills required to perform in an orchestra accompanying musical theater performances. MUS 145 covers intermediate instruction in the specialized skills required to perform in an orchestra accompanying musical theater performances. MUS 146 covers advanced instruction in performing with an orchestra providing accompaniment for a musical theater performance.

MUS 145 Theater Orchestra II 1-5 Credit(s)
Introductory class to develop the specialized instrumental musical skills required to perform in an orchestra accompanying musical theater performances. MUS 145 covers intermediate instruction in the specialized skills required to perform in an orchestra accompanying musical theater performances. MUS 146 covers advanced instruction in performing with an orchestra providing accompaniment for a musical theater performance.

MUS 146 Theater Orchestra III 1-5 Credit(s)
Introductory class to develop the specialized instrumental musical skills required to perform in an orchestra accompanying musical theater performances. MUS 145 covers intermediate instruction in the specialized skills required to perform in an orchestra accompanying musical theater performances. MUS 146 covers advanced instruction in performing with an orchestra providing accompaniment for a musical theater performance.

MUS 161 Vocal Ensemble I 2 Credit(s)
Choral participation providing vocal experience for all interested students who have a background in music and singing.

MUS 162 Vocal Ensemble II 2 Credit(s)
Choral participation providing vocal experience for all interested students who have a background in music and singing.

Music

MUS 163 Vocal Ensemble III 2 Credit(s)
Choral participation providing vocal experience for all interested students who have a background in music and singing.

MUS 206 Music Theory IV 4 Credit(s)
Basic musical concepts and terminology through analysis, listening and keyboard practice; part writing, composition; ear training and sight singing.

MUS 207 Music Theory V 4 Credit(s)
Basic musical concepts and terminology through analysis, listening and keyboard practice; part writing, composition; ear training and sight singing.

MUS 208 Music Theory VI 4 Credit(s)
Basic musical concepts and terminology through analysis, listening and keyboard practice; part writing, composition; ear training and sight singing.

MUS 216 College Voice Class IV 1-2 Credit(s)
Voice training for interested students who can benefit from the study of the fundamentals of singing.

MUS 217 College Voice Class V 1-2 Credit(s)
Voice training for interested students who can benefit from the study of the fundamentals of singing.

MUS 218 College Voice Class VI 1-2 Credit(s)
Voice training for interested students who can benefit from the study of the fundamentals of singing.

MUS 221 Stage/Pep Band IV 2 Credit(s)
Courses which allow students to continue their musical interest in a band setting. Prerequisite: Reasonable proficiency on a bank instrument, ability to participate in a group situation.

MUS 222 Stage/Pep Band V 2 Credit(s)
Courses which allow students to continue their musical interest in a band setting. Prerequisite: Reasonable proficiency on a bank instrument, ability to participate in a group situation.

MUS 223 Stage/Pep Band VI 2 Credit(s)
Courses which allow students to continue their musical interest in a band setting. Prerequisite: Reasonable proficiency on a bank instrument, ability to participate in a group situation.

MUS 226 Jazz Combo IV 1-3 Credit(s)
Jazz combos give students an opportunity to play jazz in a small group format, concentrating on improvisation in many different styles. The combos perform regularly including concerts and professional engagements. Prerequisite: Instructor permission.

MUS 227 Jazz Combo V 1-3 Credit(s)
Jazz combos give students an opportunity to play jazz in a small group format, concentrating on improvisation in many different styles. The combos perform regularly including concerts and professional engagements. Prerequisite: Instructor permission.

MUS 228 Jazz Combo VI 1-3 Credit(s)
Jazz combos give students an opportunity to play jazz in a small group format, concentrating on improvisation in many different styles. The combos perform regularly including concerts and professional engagements. Prerequisite: Instructor permission.

MUS 231 Applied Music IV 1-2 Credit(s)
Private music lessons with a college-approved instructor. Two college transfer credits are granted for a one-hour lesson per week, and one credit for a half-hour lesson per week. Appropriate practice hours per lesson required.

MUS 232 Applied Music V 1-2 Credit(s)
Private music lessons with a college-approved instructor. Two college transfer credits are granted for a one-hour lesson per week, and one credit for a half-hour lesson per week. Appropriate practice hours per lesson required.

MUS 233 Applied Music VI 1-2 Credit(s)
Private music lessons with a college-approved instructor. Two college transfer credits are granted for a one-hour lesson per week, and one credit for a half-hour lesson per week. Appropriate practice hours per lesson required.

MUS 241 Walla Walla Symphony/Community Band
or Walla Walla Symphony Chorale IV 1 Credit(s)
Instrumental or vocal participation in a symphonic organization with rehearsal every Monday evening. Four to five concerts are presented each academic year. Admission to the symphony is open to all who can perform with competency.

MUS 242 Walla Walla Symphony/Community Band
or Walla Walla Symphony Chorale V 1 Credit(s)
Instrumental or vocal participation in a symphonic organization with rehearsal every Monday evening. Four to five concerts are presented each academic year. Admission to the symphony is open to all who can perform with competency.

MUS 243 Walla Walla Symphony/Community Band
or Walla Walla Symphony Chorale VI 1 Credit(s)
Instrumental or vocal participation in a symphonic organization with rehearsal every Monday evening. Four to five concerts are presented each academic year. Admission to the symphony is open to all who can perform with competency.

MUS 261 Vocal Ensemble IV 2 Credit(s)
Choral participation providing vocal experience for all interested students who have a background in music and singing.

MUS 262 Vocal Ensemble V 2 Credit(s)
Choral participation providing vocal experience for all interested students who have a background in music and singing.

MUS 263 Vocal Ensemble VI 2 Credit(s)
Choral participation providing vocal experience for all interested students who have a background in music and singing.

Nursing

Faculty Advisors:

Marilyn Galusha	509.527.4240	marilyn.galusha@wwcc.edu
Carolyn Dinkmeier	509.527.4248	carolyn.dinkmeier@wwcc.edu
Sarah Jean Cooper	509.527.4243	sarahjean.cooper@wwcc.edu
Kathleen Adamski	509.527.4244	kathleen.adamski@wwcc.edu
Rob Becker	509.527.4334	rob.becker@wwcc.edu
Grace Hiner	509.527.4242	grace.hiner@wwcc.edu
Katherine Knaak	509.527.4264	katherine.knaak@wwcc.edu
Barb Hays	509.758.1717 - Clarkston	barb.hays@wwcc.edu
Carol McFadyen	509.758.1728 - Clarkston	carol.mcfadyen@wwcc.edu
Heather Schlessman	509.758.1705 - Clarkston	heather.schlessman@wwcc.edu
Andena Hibbard	509.758.1704 - Clarkston	andena.hibbard@wwcc.edu

Industry Description: Employment of registered nurses is expected to top the list of the 10 occupations with the largest projected job growth in the years 2002-2012. Many new positions will result from this growth. There will always be a need for nurses in hospitals, but an increasing number of nurses will be employed in home health, long-term care, and ambulatory care settings.

Program Overview: The Nursing program at Walla Walla Community College is approved by the Washington State Nursing Care Quality Assurance Commission and accredited by the National League for Nursing, Accrediting Commission (NLNAC), 61 Broadway, 33rd Floor, New York, NY 10006, phone (212) 989-9393.

The Nursing program operates on and endorses the belief that its mission is to provide comprehensive, quality nursing education that is accessible, community-based, and performance-oriented. The Nursing program provides high-quality education designed to meet students' individualized learning needs. The mission of the Nursing Department is to promote the art and science of nursing by developing caring and competent nurses who are dedicated to enhancing the wellness of society.

Program Options: The Nursing program encompasses two professional levels of nursing: Practical Nursing and Associate Degree Nursing. The college also has a NA (Nursing Assistant) program (see Allied Health). Graduates, upon successful completion of the licensing examination, may practice at the appropriate level. The Practical Nurse is able to recognize and meet the basic needs of the client while providing nursing care under the direction and supervision of a registered nurse or licensed physician in routine nursing situations. Students who complete the first year courses and additional coursework in the summer quarter are eligible to take the National Council Licensure Examination (NCLEX) for Practical Nursing. If successful, they are licensed as practical nurses (LPN). The Associate Degree Nurse (ADN) utilizes the nursing process to provide and/or supervise client care while maintaining responsibility and accountability for the quality of nursing care provided in complex and varied situations. Graduates who complete the ADN program are eligible to take the National Council Licensure Examination (NCLEX) for registered nursing. If successful, they are licensed as registered nurses (RN).

Entrance Requirements:

1. Satisfactory cumulative grade point average: 2.5 high school level work or 2.0 in college level work.

2. English Competence: Eligible to enter English 101 Composition. Must be demonstrated by a placement score on the ASSET test or by transcript showing college writing course work. Four years of high school English is recommended to prepare for this level.
3. Mathematics Competence: Completion of Mathematics 065 Introductory Algebra (C-minus or better) or demonstrated by completing a placement score on the Asset/Compass test or by transcript showing college mathematics course work. Three years of high school mathematics recommended to prepare for this level.
4. Biology Competence: Permission by instructor to enter Anatomy and Physiology class or a five credit college level introductory biology course. Grade must be 2.0 or better.
5. Chemistry Competence: One year of high school chemistry within the past five years or a five credit college level introductory chemistry course. Grade must be 2.0 or better.
6. Computer literacy skills will be necessary to complete theory and clinical coursework. Candidates should have experience in basic computing skills. CT 100 is recommended for students who have not completed previous computer foundation courses.
7. Submit a Nursing Information Sheet, Personal Data Form, and a Letter of Intent to the Nursing Department. (A Nursing Program Admission Guide explaining these requirements is available in the Nursing Department or will be mailed to you upon request.)

Admission is based on total points earned as shown on the Admission Rating Form found in the Nursing Program Admission Guide. Deadline date of all materials to be received in the Nursing Department is April 15.

Mandated courses needed prior to entering the clinical setting include:

- Aids Education for Nursing students - .7 credits
- Basic Life Support - .3 credits (annual requirement)

Students intending to become nursing candidates should consult with the Director of Nursing or designated Clarkston pre-nursing advisor prior to beginning support courses. LPN and transfer students will be advised on an individual basis and need to contact the Nursing Department at (509) 527-4240 in Walla Walla or (509) 758-1702 in Clarkston.

Prerequisites for advanced placement for LPNs wishing to enter the second year of the program are the following:

- Graduation from a practical nursing program.
- Current licensure in the State of Washington or ability to obtain licensure by interstate endorsement.
- Completion of all general education and science courses required during the first year of the program.
- Completion of NURS 104 (LPN to ADN Transition) and NURS 114 (Practicum: LPN to ADN Transition).

Other Information: The Nursing program strongly encourages students to complete as many of the nursing support courses as possible before beginning the nursing sequence. These courses provide points toward admission. For additional program information including regional employment data, completion rates, student characteristics, and employment see <http://www.wtb.wa.gov/etp>.

Nursing

Schedule for Degree Completion:

Associate Degree Nursing

This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Please check with your advisor prior to any substitutions.

Core courses must be taken in sequence. This does not apply to recommended and/or related instruction. For the current course sequence, refer to the following web site: <http://www.wvcc.edu/programs/proftech/nursing/requirements.cfm>

Certificate (PN)

First Year

Fall Quarter

	<u>Credits</u>
NURS 100, Fundamentals	6
NURS 110, Fundamentals Practicum	4
NURS 196, Professional Development I	1
ENG 101, English Composition I	5
PSY 101, Introduction to Psychology	5
Total Credits	21

Winter Quarter

	<u>Credits</u>
NURS 101, Beginning Nursing Concepts I	6
NURS 111, Practicum I	4
BIO 210, Anatomy and Physiology I*	5
PSY 103, Developmental Psychology*	5
Total Credits	20

Spring Quarter

	<u>Credits</u>
NURS 102, Beginning Nursing Concepts II	6
NURS 112, Practicum II	4
NURS 197, Professional Development II	1
BIO 211, Anatomy and Physiology II*	5
FCS 165, General Nutrition*	5
HPER, Physical Education*	1
Total Credits	22
Year-One Total	63

Practical Nursing Requirements ***

Summer Quarter

	<u>Credits</u>
NURS 103, Practical Nursing	5
NURS 113, Practicum: Practical Nursing	7
NURS 104, LPN to ADN Transition**	5
NURS 114, Practicum: LPN to ADN Transition**	7
Total Credits	12

Degree (ADN)

Second Year

Fall Quarter

	<u>Credits</u>
NURS 200, Advanced Nursing Concepts I	7
NURS 210, Practicum III	6
BIO 230, Microbiology*	5
Total Credits	18

Winter Quarter

	<u>Credits</u>
NURS 201, Advanced Nursing Concepts II	6
NURS 211, Practicum IV	6
NURS 232, Professional Development III	1
HUM 101, Humanities*	3
SPCH 101, Fundamentals of Speech	3
Total Credits	19

Spring Quarter

	<u>Credits</u>
NURS 202, Advanced Acute Care/Management III	7
NURS 212, Practicum V	6
HPER, Physical Education*	1
Total Credits	14
Year-Two Total	51
Total Credits	114

* Required general education classes (indicated by *) may be taken prior or concurrent with nursing classes; but must be completed with a "C" grade or better by the designated quarter.

** Licensed Practical Nurses accepted to the program must successfully complete NURS 104 and NURS 114.

*** Practical Nursing Certificate requires completion of summer quarter. The Associate Degree Nursing degree does not require summer quarter.

NURS 100 Fundamentals of Nursing 6 Credit(s)
Fundamental principles underlying nursing care are presented with the focus on providing care for middle-aged and older adults. The concepts of critical thinking, caring, and professional behavior are introduced. Prerequisite: Admission to Nursing program. Co-requisite: NURS 110.

NURS 101 Beginning Nursing Concepts I 6 Credit(s)
A continuation of the principles of nursing care introduced in NURS 100 with the focus on providing care for clients of all ages who are experiencing normal life processes or common/chronic disease processes in selected systems. Prerequisites: NURS 100/110. Co-requisite: NURS 111.

NURS 102 Beginning Nursing Concepts II 6 Credit(s)
A continuation of NURS 101 with the focus on providing care for clients of all ages who are experiencing normal life processes or disease processes in selected body systems. Prerequisites: NURS 101/110. Co-requisite: NURS 112.

NURS 103 Practical Nursing 5 Credit(s)
Preparation to complete the NCLEX-PN and enter practice as a PN. Prerequisites: NURS 102/112. Co-requisite: NURS 113.

NURS 104 LPN to ADN Transition 1-5 Credit(s)
Orientation of selected LPN's to programs philosophy and objectives and focus on validating nursing skills, including use of the nursing process. Prerequisites: Admission to second year of Nursing program. Co-requisite NURS 114.

NURS 110 Fundamentals Practicum 4 Credit(s)
Application of theory from NURS 100 that focuses on providing care for older adults in long-term care facilities and in the community. Prerequisite: Admission to the Nursing program. Co-requisite: NURS 100.

NURS 111 Practicum I 4 Credit(s)
Application of theory from NURS 101 that focuses on providing care for clients of all ages in acute care facilities and the community. Each student completes an observational experience in the operating room. Prerequisite: Admission to the Nursing program. Co-requisite: NURS 101.

NURS 112 Practicum II 4 Credit(s)
Application of theory from NURS 102 that focuses on providing care for clients of all ages in acute care facilities and in the community. Each student completes an experience in the obstetrical unit. Prerequisites: NURS 101/111. Co-requisite: NURS 102.

Nursing/Oceanography/Occupational Support

NURS 113 Practicum: Advanced Placement 7 Credit(s)
Application of theory from NURS 103 that focuses on providing care for clients in acute care facilities and physician offices. An additional focus is on transition to the PN role. Prerequisites: NURS 102/112. Co-requisite: NURS 103.

NURS 114 Practicum: LPN to ADN Transition 7 Credit(s)
Focuses on enhancing skills for LPNs entering the second year of the nursing program. Care is provided in acute care facilities and physician's offices. Prerequisite: Admission to second year of the Nursing program. Co-requisite: NURS 104.

NURS 196 Professional Development I 1 Credit(s)
Part one of a three-quarter class on professional development, this course is taught fall quarter to beginning nursing students and introduces the student to the world of nursing. Prerequisite: Admission to the Nursing program.

NURS 197 Professional Development II 1 Credit(s)
Part two of a three-quarter class on professional development, this course introduces the student to the legal and ethical responsibilities of the Practical Nurse. Prerequisite: NURS 196.

NURS 198 Special Problems 1-5 Credit(s)
An individualized study course in which student and teacher determine the competencies the student needs to fulfill the course requirements. Prerequisite: Recommendation by faculty.

NURS 200 Advanced Nursing Concepts I 7 Credit(s)
A continuation of nursing principles introduced in NURS 102 that focuses on providing care to clients with complex care needs related to disturbances in mental health or disease processes in selected body systems. Prerequisites: NURS 102 and NURS 112 or advanced placement. Co-requisite: NURS 210.

NURS 201 Advanced Nursing Concepts II 6 Credit(s)
A continuation of the nursing principles introduced in NURS 200 that focuses on providing care to clients with complex care needs related to obstetrical conditions or disease processes in selected body systems. Prerequisites: NURS 200, NURS 210. Co-requisite: NURS 211.

NURS 202 Advanced Acute Care/Management III 7 Credit(s)
Focuses on providing care to clients with complex care needs in intensive care and emergency situations and on managing care for groups of clients. Prerequisites: NURS 201/211. Co-requisite: NURS 212.

NURS 210 Practicum III 6 Credit(s)
Application of theory from NURS 200 that focuses on providing care for clients in acute care and psychiatric settings and in the community. Prerequisites: NURS 102 and NURS 112, or advanced placement. Co-requisite: NURS 200.

NURS 211 Practicum IV 6 Credit(s)
Application of theory from NURS 201 that focuses on providing care for clients in acute care, obstetrical, and community settings. Prerequisites: NURS 200/210. Co-requisite: NURS 201.

NURS 212 Practicum V 6 Credit(s)
Application of theory from NURS 202 that focuses on providing care for groups of clients. Each student completes a preceptored experience as a transition to practice as a registered nurse. Prerequisites: NURS 201, NURS 211. Co-requisite: NURS 202.

NURS 232 Professional Development III 1 Credit(s)
Part three of a three-part course on professional development, this course expands on the legal and ethical responsibilities in nursing and prepares the student for the responsibilities of the RN role. Prerequisite: NURS 197.

Oceanography

Study of the various habitants, inhabitants, and fluctuations of the world's oceans

OCE 101 Introduction to Oceanography 5 Credit(s)
Course involves fundamental principles of ocean science; the geography and geology of ocean basin; chemistry of sea water; physical dynamics of currents, waves, and tides; coastal processes; and the biology of diverse ecosystems such as deep sea vents, coral reefs, and estuaries.

Occupational Support and Related Instruction

Faculty Advisor:

Don Miller

509.527.4639

donald.miller@wwcc.edu

Industry Description: The demand for professional-technical graduates who meet both institutional and national standard certification requirements is increasing steadily as employers strive to compete in the ever-changing marketplace. Research confirms that individuals completing training programs and the related national certification training receive higher rates of compensation, experience reduced chances of layoff, and advance in their chosen career field at a higher rate. Occupational Support courses include: Applied math, human relations, job seeking skills, job psychology, communications, and spelling.

Program Overview: The Occupational Support program is a series of courses providing students' related instruction in communications, mathematics, and career planning that is designed to improve the students' opportunities in obtaining, maintaining, and advancing in their areas of employment. A development test is administered to all incoming vocational program students, and test scores are used to recommend appropriate occupational support courses.

Program Options: To meet the completion requirements of the AAAS degree, students are required to complete a minimum of 18 credit hours of related instruction. The Occupational Support courses are included in the related instruction requirements. Students may elect to take identified optional courses or advanced courses of instruction with advisor approval.

Entrance Requirements: Students are required to complete basic skills testing to assist in proper placement of students in related instruction courses.

OCSUP 100 Introduction to Diction 3 Credit(s)
An introduction to the use of the voice and basic preparation for oral presentations. Includes dealing with speech anxiety, making yourself understood with attention to diction, articulation, vocal speech patterns, and American English inflections; listening to and comprehending spoken language.

Occupational Support/Office Technology

OCSUP 101 Job Psychology: Workplace and Educational Success Skills 3 Credit(s)

This course explores how to develop effective workplace relationships and how self-knowledge, perception, attitudes, and behavior affect these relationships and job satisfaction. Students will also learn effective learning skills for workplace and educational success. These learning skills include memory, concentration, time management, textbook reading, and exam preparation. Human relations topics include group dynamics, employee and management roles, and conflict resolution. Note: A Spanish bilingual section is available.

OCSUP 102 Oral Communication in the Workplace 3 Credit(s)

This course emphasizes the development of content and relationship for effective oral communication. The course topics include: oral communication skills, interpersonal communication skills, effective listening, and intercultural communication. Note: A Spanish bilingual section is available.

OCSUP 103 Job Seeking Skills 3 Credit(s)

This course provides activities to develop each student into an effective, successful job applicant. Areas studied include labor market analysis, skills identification, applications, resume and letter writing, and interview skills. Students learn what employers look for when hiring a perspective employee, how to make oneself a more competitive job seeker, and how networking and informational interviews result in employment opportunities. Note: A Spanish bilingual section is available. Recommended for second year professional-technical students.

OCSUP 106 Applied Mathematics I 5 Credit(s)

This course offers review and instruction in whole numbers, decimals, fractions, measurement ratios and proportions, percents, algebra, and geometry. Includes development and applications of signed numbers, measurement, metric system, formulas and equations, right triangle, trigonometry, graphical representation, and interpretations of data. Prerequisite: Appropriate score on placement test.

OCSUP 108 Applied Mathematics II 5 Credit(s)

This class provides review and instruction of the basic fundamental principals of geometry and trigonometry. Development and applications of measurement of angles, shapes and their properties, areas and volumes of triangles, polygons, cylinders, cones, circles, ellipses, irregular shapes, right triangle, trigonometric functions, and laws of sines and cosines. The emphasis is on combining academics and technical skills with real-life context for learning. Prerequisite: OCSUP 106 or placement in MATH 065.

OCSUP 299 Principles of Leadership 1 Credit(s)

This course is designed to encourage students to develop an awareness of their leadership potential and abilities through small group discussions and assumption of leadership roles and responsibilities. Students will acquire information, experience diverse points of view, construct knowledge and practice a variety of interpersonal and social skills, such as communicating, goal-setting, decision making, team building, and managing stress.

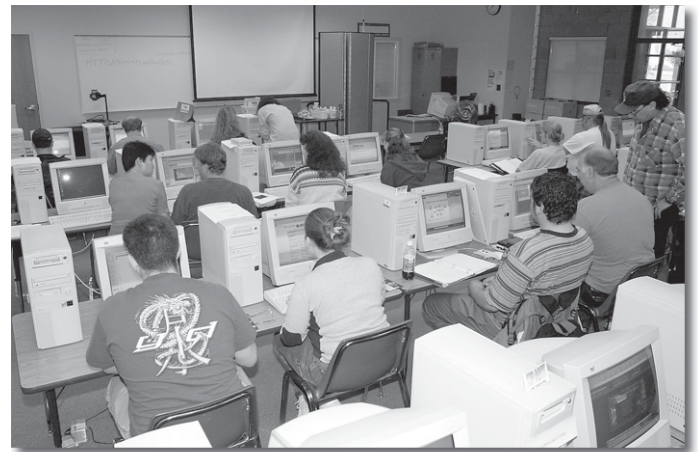
Office Technology

Faculty Advisors:

Susan Quinn	509.527.4232	susan.quinn@wwcc.edu
Krista Mahan	509.527.4233	krista.mahan@wwcc.edu
Bettye Matier	509.527.4231	bettye.matier@wwcc.edu
Lisa Greenville	509.758.1715 - Clarkston	lisa.greenville@wwcc.edu
Linda Lane	509.758.1724 - Clarkston	linda.lane@wwcc.edu
Jane Carroll	509.758.1756 - Clarkston	jane.carroll@wwcc.edu

Industry Description: Secretaries and administrative assistants hold approximately 3.9 million jobs, ranking among the largest occupations in the U.S. economy. As technology has expanded in offices across the nation, the role of the office professional has greatly evolved. Office automation and organizational restructuring have led secretaries and administrative assistants to assume a wider range of new responsibilities once reserved for managerial and professional staff. Employment in this evolving occupation is expected to grow from 10 to 20 percent between 2000 and 2010.

Program Overview: New computer technology has caused a revolution in office procedures and has created a higher demand for knowledgeable, skilled, and well-trained office professionals. The core responsibilities for this profession have remained much the same, although changed from manual to electronic—performing and coordinating an office's administrative activities,



storing, retrieving, and integrating information for dissemination to staff and clients. Variety, interesting work, responsibility, and the opportunity for advancement are all considerations for entering the field. Part-and full-time employment opportunities are available in many varied office settings and locations.

The Office Technology program provides training that integrates career related subject knowledge with computer applications for today's automated office. Courses are taught in lecture, lab, and on-the-job training formats, and some courses are available for distance learning. Courses are taught by skilled instructors with master's degrees and are developed based on input from the Business and Office Advisory Board, as well as panels of expert workers who identify the necessary knowledge, skills, and attributes required to become a successful office professional.

Program Options: The Office Technology certificate and degree programs have been designed to fit a variety of student needs.

Office Technology

Students may choose from degree options which specialize in medical, legal, financial, or executive fields with resulting employment opportunities as highly skilled professionals. The certificate options can be completed in a short time and are designed to either prepare students for entry-level positions in a business environment or to update the skills of current office professionals to meet new workplace demands. All credits earned towards certificates are applicable to degrees. Options include:

Certificates: Bookkeeper, Medical Administrative Assistant, Medical Billing and Coding, Medical Transcription, Office Assistant

Degrees: Executive Administrative Assistant, Financial Administrative Assistant, Legal Administrative Assistant, Medical Administrative Assistant

Entrance Requirements: Students can begin their course of study in any of the Office Technology programs during fall, winter, or spring quarters. Limited course offerings are available during summer quarter. Several classes are available through distance education. No prerequisites exist.

Other Information: The Office Technology Program is part of the Tech-Prep consortium in the State of Washington. Tech-prep credits from specific high-school studies can be awarded for selected courses. Contact your local school counselor or Walla Walla Community College for more information. For additional program information including regional employment data, completion rates, student characteristics, and employment see <http://www.wtb.wa.gov/etp>.

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Executive Administrative Assistant

Executive Administrative Assistants are expected to assume responsibility, exercise initiative, and make decisions within the scope of their assigned authority. Duties may include scheduling appointments, screening telephone call, welcoming visitors, transcribing, operating office machines, filing, keying, and performing computer-related applications.

This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Keyboarding, OT 024, may be required for students unfamiliar with the keyboard. Please check with your advisor prior to any substitutions.

Core courses are available each quarter but must be taken in sequence. This does not apply to recommended and/or related instruction.

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications

(R) - Human Relations (M) - Computation / Mathematics

(J) - Job Seeking Skills (L) - Leadership

Certificate (547C)

First Year

Quarter One

Credits

BA 136, Business Communications I	5
OT 122, Records Management I	5
OT 125, Introduction to Word Processing	5
OT 218, Desktop Calculator	5
Total Credits	20

Quarter Two

Credits

CT 121, Computer Software Principles	5
OT 120, Document Editing	5
OT 126, Intermediate Word Processing	5
OT 161, Practical Accounting or ACCT 201, Accounting	5
Total Credits	20

Quarter Three

Credits

BA 112, Business Mathematics (M)**	5
BA 137, Business Communications II (W)**	5
BA 217, Microcomputer Applications.	5
OT 128, Voice Processing and MOUS Certification	5
OT 222, Records Management II	5
Total Credits	25
Year-One Total	65

Degree (547)

Second Year

Quarter Four

Credits

BA 081, Cooperative Work Experience I	2
BA 157, Human Relations in Business (R)**	5
BA 191, Business Leadership (L)**	3
BA 251, Business Law I	5
SPCH 101, Fundamentals of Speech (O)**	3
Total Credits	18

Quarter Five

Credits

BA 082, Cooperative Work Experience II	2
BA 102, Customer Service	5
BA 192, Business Leadership II	3
OT 115, Specialized Transcription	5
OT 127, Word Processing Applications	5
Total Credits	20

Quarter Six

Credits

BA 083, Cooperative Work Experience III	2
BA 158, Problem Solving	5
BA 193, Business Leadership III (J)**	3
DIT 200, Document Design and Layout	5
OT 200, Office Simulation	5
Total Credits	20
Year-Two Total	58
Total Credits	123

English and math proficiency is assessed upon entry to the program.

Note: Students may take OT 161, Practical Accounting or ACCT 201, Principles of Accounting I to meet the accounting requirement.

**** The following courses meet the related instruction requirements of this program (one class per category required):**

(W) – BA 137

(O) – OCSUP 100, OCSUP 102, SPCH 100, SPCH 101

(M) – BA 112 (R) – BA 102, BA 157

(L) – BA 192 (J) – BA 193

Office Technology

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Financial Administrative Assistant

Financial Administrative Assistants are expected to perform clerical and financial duties in a financial office. Duties may include routine typing, operating computer software, bookkeeping, billing, and preparing financial reports.

This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Keyboarding, OT 024, may be required for students unfamiliar with the keyboard. Please check with your advisor prior to any substitutions.

Core courses are available each quarter but must be taken in sequence. This does not apply to recommended and/or related instruction.

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications
(R) - Human Relations (M) - Computation / Mathematics
(J) - Job Seeking Skills (L) - Leadership

Certificate (267C)

First Year

Quarter One	Credits
BA 112, Business Mathematics (M)**	5
BA 136, Business Communications I	5
OT 122, Records Management I	5
OT 125, Introduction to Word Processing	5
Total Credits	20

Quarter Two	Credits
ACCT 201, Accounting	5
CT 121, Computer Software Principles	5
OT 120, Document Editing	5
OT 126, Intermediate Word Processing	5
Total Credits	20

Quarter Three	Credits
ACCT 202, Principles of Accounting	5
BA 137, Business Communications II (W)**	5
BA 217, Microcomputer Applications	5
OT 222, Records Management II	5
Total Credits	20
Year-One Total	60

Degree (267)

Second Year

Quarter Four	Credits
BA 081, Cooperative Work Experience I	2
BA 157, Human Relations in Business (R)**	5
BA 191, Business Leadership I	3
BA 251, Introduction to Business Law I	5
OT 218, Desktop Calculator	5
Total Credits	20

Quarter Five	Credits
BA 082, Cooperative Work Experience II	2
BA 102, Customer Service	5
BA 192, Business Leadership II (L)**	3
OT 128 Voice Processing and MOUS Certification	5
SPCH 101, Fundamentals of Speech (O)**	3
Total Credits	18

Quarter Six	Credits
ACCT 115, Integrated Computer Applications for Accounting	5
ACCT 175, Payroll Accounting	5
BA 083, Cooperative Work Experience III	2
BA 158, Problem Solving in Human Relations in Business	5
BA 193, Business Leadership III (J)**	3
OT 200, Office Simulation	5
Total Credits	25
Year-Two Total	63
Total Credits	123

English and math proficiency is assessed upon entry to the program.

** The following courses meet the related instruction requirements of this program (one class per category required):

(W) – BA 137
(O) – OCSUP 100, OCSUP 102, SPCH 100, SPCH 101
(M) – BA 112
(L) – BA 192
(R) – BA 102, BA 157
(J) – BA 193

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Legal Administrative Assistant

Legal Administrative Assistants perform a variety of clerical duties in the preparation of legal papers and correspondence. Duties may include keying documents, transcribing, operating computer software, maintaining files, and performing other clerical duties.

This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Keyboarding, OT 024, may be required for students unfamiliar with the keyboard. Please check with your advisor prior to any substitutions.

Core courses are available each quarter but must be taken in sequence. This does not apply to recommended and/or related instruction.

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications
(R) - Human Relations (M) - Computation / Mathematics
(J) - Job Seeking Skills (L) - Leadership

Office Technology

First Year

Fall Quarter

	<u>Credits</u>
BA 136, Business Communications I	5
OT 122, Records Management I	5
OT 125, Introduction to Word Processing	5
OT 218, Desktop Calculator	5
Total Credits	20

Winter Quarter

	<u>Credits</u>
CT 121, Computer Software Principles	5
OT 120, Document Editing	5
OT 126, Intermediate Word Processing	5
OT 161, Practical Accounting or ACCT 201, Accounting	5
Total Credits	20

Spring Quarter

	<u>Credits</u>
BA 112, Business Mathematics (M)**	5
BA 137, Business Communications II (W)**	5
BA 217, Microcomputer Software Applications.	5
OT 222, Records Management II	5
SPCH 101, Fundamentals of Speech (O)**	3
Total Credits	23
Year-One Total	63

Second Year

Fall Quarter

	<u>Credits</u>
BA 081, Cooperative Work Experience I	2
BA 157, Human Relations in Business (R)**	5
BA 191, Business Leadership I	3
BA 251, Introduction to Business Law I	5
OT 228, Specialized Document Processing I	5
Total Credits	20

Winter Quarter

	<u>Credits</u>
BA 082, Cooperative Work Experience II	2
BA 192, Business Leadership II (L)**	3
OT 115, Specialized Transcription I	5
OT 127, Word Processing Applications	5
OT 128, Voice Processing and MOUS Certification	5
Total Credits	20

Spring Quarter

	<u>Credits</u>
BA 083, Cooperative Work Experience III	2
BA 158, Problem Solving in Human Relations in Business	5
BA 193, Business Leadership III (J)**	3
OT 200, Office Simulation	5
OT 229, Specialized Document Processing II	5
Total Credits	20
Year-Two Total	60
Total Credits	123

* For a one-year certificate, refer to the Office Assistant Certificate.

English and math proficiency is assessed upon entry to the program.

Note: Students may take OT 161, Practical Accounting or ACCT 201, Principles of Accounting I to meet the accounting requirement.

** The following courses meet the related instruction requirements of this program (one class per category required):

(W) – BA 137

(O) – OCSUP 100, OCSUP 102, SPCH 100, SPCH 101

(M) – BA 112

(L) – BA 192

(R) – BA 102, BA 157

(J) – BA 193

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Medical Administrative Assistant

Medical Administrative Assistants perform clerical and administrative duties in a medical office. Tasks may include routine typing, transcription, operation of computer software, preparing and maintaining medical records, scheduling appointments, and related tasks. In some offices medical assistants may be responsible for bookkeeping, billing patients, handling credits and collections, and preparing financial reports.

This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Keyboarding, OT 024, may be required for students unfamiliar with the keyboard. Please check with your advisor prior to any substitutions.

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications

(R) - Human Relations (M) - Computation / Mathematics

(J) - Job Seeking Skills (L) - Leadership

Certificate (Medical Billing and Coding*) (565)

First Year

Quarter One

	<u>Credits</u>
BA 136, Business Communications I	5
BA 157, Human Relations in Business (R)**	5
OT 125, Introduction to Word Processing	5
OT 231, Specialized Document Processing I	5
OT 280, Medical Terminology	5
Total Credits	25

Quarter Two

	<u>Credits</u>
BA 112, Business Mathematics (M)**	5
OT 120, Document Editing	5
OT 126, Intermediate Word Processing	5
OT 234, Medical Coding	5
Total Credits	20

Quarter Three

	<u>Credits</u>
BA 081, Cooperative Work Experience I	2
BA 191, Business Leadership I	3
CT 121, Microcomputer Software Principles	5
OT 161, Practical Accounting or ACCT 201, Accounting*	5
OT 232, Specialized Document Processing II*	5
Total Credits	20
Year-One Total	65

Degree (565C)

Second Year

Quarter Four

	<u>Credits</u>
BIO 210, Human Anatomy and Physiology I	5
OT 115, Specialized Transcription I	5
OT 122, Records Management I	5
SPCH 101, Fundamentals of Speech (O)**	3
Total Credits	18

Office Technology

Quarter Five

	<u>Credits</u>
BA 082, Cooperative Work Experience II	2
BA 137, Business Communications II (W)**	5
BA 192, Business Leadership II (L)**	3
OT 127, Word Processing Applications	5
OT 128, Voice Processing and MOUS Certification	5
Total Credits	20

Quarter Six

	<u>Credits</u>
BA 083, Cooperative Work Experience III	2
BA 158, Problem Solving in Human Relations in Business	5
BA 193, Business Leadership III (J)**	3
OT 116, Specialized Transcription II	5
OT 200, Office Simulation	5
OT 222, Records Management II	5
Total Credits	25
Year-Two Total	63
Total Credits	128

A certificate is available upon completion of the year-one requirements. The certificate is offered with either the Medical Billing and Coding emphasis or the Medical Transcription emphasis.

* Students interested in receiving a certificate with emphasis on Medical Transcription (565E) may substitute courses as follows:

Substitute OT 115, Specialized Transcription I for OT 161/ACCT 201, Practical Accounting/Accounting

Substitute OT 116, Specialized Transcription II for OT 232, Specialized Document Processing II

* Students may take OT 161, Practical Accounting or ACCT 201, Principles of Accounting I to meet the accounting requirement.

* English and math proficiency is assessed upon entry to the program.

** The following courses meet the related instruction requirements of this program (one class per category required):

(W) – BA 137

(O) – OCSUP 100, OCSUP 102, SPCH 100, SPCH 101

(M) – BA 112

(L) – BA 192

(R) – BA 102, BA 157

(J) – BA 193

Schedule for Degree Completion:

Office Assistant Certificate

An Office Assistant will assist in the clerical operation of the office by transcribing and keying letters, reports, and other business correspondence. Other duties may include records management, office machine calculations, basic bookkeeping, and word processing. An Office Assistant must display good communication and interpersonal skills.

This schedule lists courses required for certificate completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Keyboarding, OT 024, may be required for students unfamiliar with the keyboard. Please check with your advisor prior to any substitutions.

Core courses are available each quarter but must be taken in sequence. This does not apply to recommended and/or related instruction.

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications

(R) - Human Relations

(M) - Computation / Mathematics

(J) - Job Seeking Skills

(L) - Leadership

Certificate

First Year

Quarter One	<u>Credits</u>
OT 125, Introduction to Word Processing	5
BA 136, Business Communications I	5
OT 122, Records Management I	5
OT 218, Desktop Calculator	5
Total Credits	20

Quarter Two

	<u>Credits</u>
OT 126, Intermediate Word Processing	5
OT 120, Document Editing	5
CT 121, Computer Software Principles	5
OT 161, Practical Accounting or ACCT 201, Accounting	5
OT 127, Word Processing Applications	5
Total Credits	25

Quarter Three

	<u>Credits</u>
OT 200, Office Simulation	5
BA 081, Cooperative Work Experience I	2
BA 112, Business Mathematics (M)	5
BA 157, Human Relations in Business (R)	5
BA 191, Business Leadership I (L)	3
Total Credits	20
Total Credits	65

* This one-year certificate can be applied towards an Associate in Applied Arts and Sciences (AAAS) degree in Executive Administrative Assistant, Financial Administrative Assistant or Legal Administrative Assistant.

** The following courses meet the related instruction requirements of this program (one class per category required):

(M) – BA 112

(R) – BA 102, BA 157

(L) – BA 191, BA 192



OT 024 Keyboarding 3 Credit(s)
Introduction to the typewriting keyboard for beginning typists or for students wishing to review the keyboard by touch.

OT 025 Keyboard Skill Building 1-5 Credit(s)
This course is designed for students who already know the keyboard by touch but want to work on increasing speed. Includes assessment and/or correction of technique plus the use of a software program designed to work on individual accuracy and speed weaknesses.

OT 026 MOUS Review and Certification 2 Credit(s)
This course provides practice exams and individualized skill review using MOUS approved courseware. Once prepared, students take a MOUS certification exam on-line at WWCC's authorized testing center. Certification is available at the proficient and expert levels in all MS Office programs.

OT 115 Machine Transcription I 5 Credit(s)
A fundamental course in transcribing business documents from audio tapes using Microsoft Word. Instruction on developing listening skills by applying correct grammar, punctuation, and format to business documents. Designed specifically for executive, legal, or medical majors. Prerequisites: BA 136 and OT 120.

OT 116 Specialized Transcription II 5 Credit(s)
An advanced course in transcribing executive-, medical-, or legal-related documents from audio tapes using Microsoft Word. Students develop skills by learning and applying correct number format, capitalization, commas, semicolons, hyphens, and abbreviations in business documents. Emphasizes speed in transcribing. Prerequisite: OT 115.

OT 120 Document Editing 5 Credit(s)
A fundamental course in proofreading and editing skills. Develops skills in proofreading to detect errors in capitalization, content, format, grammar, keyboarding, number usage, punctuation, spelling, word division, and word usage in business documents. Prerequisite: BA 136.

OT 122 Records Management 5 Credit(s)
This course will cover the rules and procedures common to organization and maintenance of alphabetic, geographic, subject, and numeric filing systems. Filing equipment and business documents are used to provide intensive instruction in filing practices. Also introduces management of information using a computer database management system.

OT 125 Introduction to Word Processing 5 Credit(s)
An introduction course to the concepts of word processing taught in conjunction with formatting theory for business letters, memoranda, reports, centering, and simple tabulation. It also develops skills in speed and accuracy as well as editing and proofreading. An ideal course for the student who knows the keyboard and desires to learn formatting of business documents through computer software. Students are pre-tested the first week of class.

OT 126 Intermediate Word Processing 5 Credit(s)
An intermediate word processing course which reinforces the formatting theory for business documents; progressively learning additional features of letters, tables, memoranda, and reports; and learning new concepts of Microsoft Word. It also emphasizes speed and accuracy through an additional software program. An ideal course for students wishing to review document formatting using Microsoft Word. Prerequisite: OT 125.

OT 127 Word Processing Applications 5 Credit(s)
A course designed to teach students about Microsoft Word. Also includes basic features of PowerPoint, WordArt, Publisher, and graphics. Ideal for the student who wishes to learn how to use all features of Microsoft Word.

OT 128 Voice Processing and MOUS Certification 5 Credit(s)
This course addresses current trends for high performance office professionals. Voice activation software is used to learn word processing through voice rather than keyboard commands. Skill assessment software is used to prepare for MOUS (Microsoft Office User Specialist) certification exam that is taken on-line through Microsoft Corporation by the end of the quarter. Prerequisite: OT 126 (OT 127 and BA 217 are strongly recommended).

OT 161 Practical Accounting 5 Credit(s)
This course studies the fundamental accounting procedures typical of a small office. Emphasis is placed on cash and payroll accounting along with all steps in the accounting cycle, including the generation of end-of-fiscal period reports.

OT 200 Office Simulation 5 Credit(s)
This course bridges the gap between the classroom and business environment by offering practices and procedures typically used in the real world of work. Study and practice of office procedures using current technological tools will be emphasized. Prerequisite: Instructor permission.

OT 218 Desktop Calculator 5 Credit(s)
This course develops job competency on desktop calculators using ten-key touch method and special features of machines to solve common business problems with speed, accuracy, and efficiency.

OT 219 Office Machines II 1-5 Credit(s)
This course develops job competency on the desktop calculator using the ten-key touch method and special features of the machine to solve common business problems with speed, accuracy, and efficiency. In addition students gain 10-hours of experience operating high-end copiers, postage meter, fax machine, and multiline switchboard.

OT 222 Records Management II 5 Credit(s)
This course identifies the principles and practices of effective information management for both manual indexing and automated records systems. An emphasis is placed on advanced features and capabilities of automated database information management systems and the need to understand record's life cycle from creation to disposition within the structure of any given organization. This course also addresses the development of security control systems for information management. Prerequisite: OT 122.

OT 228 Legal Document Processing I 5 Credit(s)
Includes legal typing experience typical of any law office. Provides a legal procedures background as well as legal terminology. Emphasizes understanding the legal processes, developing expertise in legal typing, and understanding legal office procedures. Introduces approximately 800 terms which are utilized within the legal office to help students correctly spell, pronounce, and define. Students continue improving speed and accuracy rates as well as completing speed and accuracy diagnostic drills. Students utilize a word processing system to complete documents.

Office Technology/Philosophy

OT 229 Specialized Document Processing II 5 Credit(s)

This course is a continuance of OT 228, which includes legal vocabulary from the Legal Studies: Terminology and Transcription textbook. Students complete jobs typical of a legal environment. Students complete the Legal Office Procedures packet, where they gain insight into the various tasks of a legal administrative assistant. Students continue improving speed and accuracy rates as well as completing speed and accuracy diagnostic drills. Students utilize word processing systems to complete documents, conclusively.



OT 231 Medical Document Processing I 5 Credit(s)

This course will cover medical keyboarding experiences found in a typical medical office. A medical simulation acquaints student with procedures, forms, medical transcription, and medical coding. Tasks become more challenging as student progresses through medical assignments. Students learn to code medical data from medical reports. Two national coding systems -Classification of Diseases (ICD-9) and Current Procedural Terminology (CPT) -are taught throughout a two-quarter period. Students strive to increase speed and accuracy rates by completing diagnostic drills.

OT 232 Medical Document Processing II 5 Credit(s)

This course prepares students for tasks in a medical office using medical coding and MediSoft software. This is the second class of coding procedures, diseases, symptoms, etc., utilizing ICD-9-CM, CPT, and HCPCS codes. MediSoft offers students hands-on experience billing, scheduling appointments, updating databases, terminology, and medical records. Speed and accuracy are emphasized through use of Cortez Peters software. Prerequisite: OT 231.

OT 234 Medical Coding 5 Credit(s)

This course is designed for medical assistants, medical billing specialists, and health information professionals working in health insurance offices, physicians, and hospitals to generate and process health insurance claims. Course includes ICD, CPT, and HCPCS coding definitions. Prerequisites: OT 280.

OT 280 Medical Terminology 5 Credit(s)

This course is designed for students to learn medical terminology in the medical field. Students study terminology of all the body's systems in addition to suffixes and prefixes.

Philosophy

Faculty Advisor:

Jon Stratton

509.527.4222

jon.stratton@wwcc.edu

Philosophy majors find careers in teaching, law, government, and business. Philosophy involves the student in critical reasoning activities that are valuable many other areas as well.

The college offers courses in philosophy that are of interest to students who plan to transfer to four-year colleges or universities, who wish to include study in this area as part of an associate degree program, or who are simply interested in studying the history of great ideas.

Students who plan to major in Philosophy at the four-year college or university should take all of the Philosophy courses offered at WWCC, including Symbolic Logic. At least two years of a foreign language is required for a BA in Philosophy.

PHIL 101 Introduction to Philosophy I 5 Credit(s)

Survey study of the history of western philosophy.

PHIL 103 Asian Philosophy 5 Credit(s)

The central ideas, metaphors, and images of Hinduism, Buddhism, and Taoism. Short written explorations of primary source material, class discussion, and three essay exams are assigned.

PHIL 120 Critical Thinking 5 Credit(s)

A study of the attitudes, skills, and theories involved with critical thinking, including formal and informal logic.

PHIL 131 Introduction to Ethics 5 Credit(s)

Examination of the moral theories of Plato, Aristotle, Epicurus, Epictetus, Mill, Kant, and Nietzsche.

PHIL 200 Honors Seminar 3 Credit(s)

Analysis and evaluation of contemporary works in the humanities, sciences, and social sciences in terms of important current philosophical issues. Restricted to students in college honors program.

PHIL 220 Symbolic Logic 5 Credit(s)

Introduction to systematic techniques for assessing the validity of arguments: Translations, truth tables, propositional calculus, rules of inference, transformation rules, indirect proofs, and abbreviated truth tables. (Can be used for quantitative skills credit.) Prerequisite: MATH 095.



Physical Education and Recreation

Physical Education and Recreation

Faculty Advisor:

Mike Levens

509.527.4315

mike.levens@wwcc.edu

Tim Toon

509.527.4307

tim.toon@wwcc.edu

"Recent studies reported by the U.S. Surgeon General and the Centers for Disease Control and Prevention confirm that physical activity reduces the risk of developing some of the leading causes of illness and death, including heart disease, high blood pressure, and diabetes for all ages. Many students, however, are not getting enough physical activity; and are not learning to be responsible for their own health." *National Association for Sport & Physical Education*

General Objectives:

Those participating in Health Physical Education, and Recreation (HPER) classes at WWCC will:

- 1 Learn the basic skills necessary to perform the activity in which they have enrolled.
- 2 Know the rules, etiquette, basic strategies, and appropriate behaviors associated with the activity.
- 3 Assess their own fitness level, and become more physically fit because of activity.
- 4 Participate regularly in the physical activity class in which they have enrolled, and be encouraged to participate in that physical activity outside the classroom.
- 5 Know the physical, and social values associated with activity participation.
- 6 Value physical activity, and its contributions to a healthful lifestyle.

HPER offers a diverse array of courses intended to encourage a balance between lifetime activity and team sport opportunities.

HPER 105 Jogging 1 Credit(s)

A sports activities class that emphasizes methods, benefits, and techniques of jogging to encourage fitness, pleasure, and safety.

HPER 106 Karate 1 Credit(s)

Sports activity class emphasizing the skills and mental discipline of karate.

HPER 107 Tone Zone Fitness I 1 Credit(s)

Provides students with an assessment of their physical fitness, and individualized exercise prescription, and an understanding of fitness and health concepts. New cardio equipment makes workouts fun.

HPER 108 Tone Zone II 1 Credit(s)

This course will provide students with an assessment of their physical fitness, an individualized exercise prescription, and an understanding of fitness and health concepts. New cardio equipment makes workouts fun.

HPER 109 Tone Zone III 1 Credit(s)

This course will provide students with an assessment of their physical fitness, an individualized exercise prescription, and an understanding of fitness and health concepts. New cardio equipment makes workouts fun.

HPER 110 Speed Training I 1 Credit(s)

Sports activities class emphasizing speed and agility.

HPER 110S Scuba Diving 1 Credit(s)

Instruction and practice in the basic equipment, techniques, safety, and applications of scuba diving.

HPER 113 Recreational Games 1 Credit(s)

Sports activities class emphasizing games for various age and skill groups.

HPER 114 Soccer 1 Credit(s)

Sports activities class emphasizing the skills, rules, strategies, and methods of play in soccer.

HPER 115 Softball 1 Credit(s)

Sports activities class emphasizing the rules, skills, and strategies of softball.

HPER 116 Tennis 1 Credit(s)

Sports activities class emphasizing the rules, skills, and strategies of tennis.

HPER 117 Intermediate Tennis 1 Credit(s)

Sports activities class emphasizing the skills, rules, and strategies of competitive tennis.

HPER 118 Snow Skiing I 1 Credit(s)

Sports activities class at Bluewood Recreation Area, emphasizing safety, equipment, skills, and practice related to snow skiing and snow boarding. Students must attend orientation. Additional Fee Required. See Admissions for more details.

HPER 119 Volleyball 1 Credit(s)

Sports activities class emphasizing the rules, skills, and strategies of volleyball.

HPER 120 Beginning Golf 1 Credit(s)

This sports activity class provides instruction in the basics of golf in order develop correct technique from the first swing onward.

HPER 121 Intermediate Golf 1 Credit(s)

Sports activities class emphasizing the skills, rules, and strategies of competitive golf.

HPER 122 Weight Training I 1 Credit(s)

Sports activities class emphasizing the safety, techniques, benefits, methods, and practice of weight training.

HPER 123 Weight Training II 1 Credit(s)

sports activities class emphasizing the safety, techniques, benefits, methods, and practice of weight training.

HPER 124 Weight Training III 1 Credit(s)

Sports activities class involving conditioning with various weight devices and involving development of personal goals and conditioning program.

HPER 125 Bowling 1 Credit(s)

Sports activities class emphasizing the safety, rules, skills, and strategies of bowling.

HPER 131 Snow Skiing II 1 Credit(s)

Sports activities class, skiing at Bluewood Recreation Area; students must attend orientation; dates for orientation and skiing to be published in the quarterly schedule. Additional fee required. See Admissions for more details.

Physical Education

HPER 134 Advanced Karate 1 Credit(s)
Sports activities class emphasizing the philosophy, safety, rules, skills, techniques, and strategies of competitive karate.

HPER 136 Basketball 1 Credit(s)
Sports activities class emphasizing the safety, rules, skills, and strategies of basketball.

HPER 141 All-Terrain Volleyball 1 Credit(s)
Sports activities class emphasizing the safety, rules, techniques, skills, and strategies of volleyball as played on various terrains.

HPER 144 Walking 1 Credit(s)
A course designed to allow students to learn the proper way to walk to enhance physical fitness and to develop a lifelong skill.

HPER 145 Racquetball 1 Credit(s)
Sports activities class emphasizing racquetball fundamentals, strategies, and appropriate conditioning.

HPER 149 Flag Football 1 Credit(s)
Sports activities class emphasizing the safety, rules, skills, and strategies of flag football.

HPER 151 Racquetball II 1 Credit(s)
Sports activities class emphasizing the safety, rules, skills, strategies, and techniques of playing racquetball competitively.

HPER 154 Speed Training II 1 Credit(s)
Sports activities class emphasizing speed and agility.

HPER 155 Speed Training III 1 Credit(s)
Sports activities class emphasizing speed and agility.

HPER 160 Basic Rodeo Skills & Rules 2 Credit(s)
HPER skills and rules class emphasizing the basic skills, rules, and strategies of college rodeo.

HPER 161 Intermediate Rodeo Skills & Rules 2 Credit(s)
HPER skills and Rules class emphasizing the rules and the intermediate level skills, methods, strategies, and techniques of college rodeo.

HPER 162 Advanced Rodeo Skills & Rules 2 Credit(s)
HPER skills and rules class emphasizing the rules and safety and the advanced skills, techniques, and strategies of college rodeo.

HPER 163 Advanced Volleyball 1 Credit(s)
Sports activities class emphasizing the rules and the advanced skills, methods, techniques, and strategies of volleyball.

HPER 164 Taekwondo 1 Credit(s)
Students will learn all of the blocks, kicks, strikes, and forms to move beyond the World Taekwondo Federation white belt level. Self-defense and physical conditioning are also major components of the class. All ability levels are accommodated. This class is for beginners with no Taekwondo experience and students with yellow belts.

HPER 165 Taekwondo II 1 Credit(s)
This advanced class is for students with World Taekwondo Federation yellow-stripe belts and above.

HPER 166 Beginning Yoga I 1 Credit(s)
An introductory course in the philosophy and practice of the ancient art of Yoga. Students will learn the basic physical components of Yoga practice as well as the essential written principles of Yoga.

HPER 167 Beginning Yoga II—Online 1 Credit(s)
This course continues the exploration of the philosophy and practice of the ancient art of Yoga. Students will continue to learn the physical components of Yoga practice as well as the essential written principles of Yoga.

HPER 171 Basketball Skills & Rules 2 Credit(s)
HPER skills and rules class emphasizing the rules, skills, techniques, and strategies of basketball.

HPER 172 Baseball/Softball Skills & Rules 2 Credit(s)
HPER skills and rules class emphasizing the rules, skills, strategies, and techniques of baseball.

HPER 174 Volleyball Skills & Rules 2 Credit(s)
HPER skills and rules class emphasizing the rules, skills, strategies, and techniques of volleyball.

HPER 176 Golf Skills & Rules 2 Credit(s)
HPER skills and rules class emphasizing the rules and skills, techniques and strategies of golf.

HPER 177 Soccer Skills & Rules 2 Credit(s)
HPER skills and rules class emphasizing the rules, skills, techniques, methods, and strategies of competitive soccer.

HPER 181 Basketball Methods & Materials 2 Credit(s)
HPER methods and materials class emphasizing knowledge and ability to apply various methods of play as well as knowledge of developments and uses for pertinent equipment and materials.

HPER 182 Baseball/Softball Methods 2 Credit(s)
HPER methods and materials class emphasizing knowledge and ability to apply various methods of play as well as knowledge of developments and uses for pertinent equipment and materials.

HPER 184 Volleyball Methods & Materials 2 Credit(s)
HPER methods and materials class emphasizing knowledge and ability to apply various methods of play as well as developments and uses for pertinent equipment and materials.

HPER 186 Golf Method & Materials 2 Credit(s)
HPER methods and materials class emphasizing knowledge and ability to apply various methods of play as well as developments and uses for pertinent equipment and materials.

HPER 187 Soccer Methods & Materials 2 Credit(s)
This course gives an overview of several different methods of play and the latest developments in pertinent equipment and materials.

HPER 267 Outdoor Recreation 5 Credit(s)
History, development, principles and trends of organized camping, nature and conservation, and outdoor recreation. Class will take several field trips throughout the quarter. This class counts as an ELECTIVE toward an AA degree, NOT as an ACTIVITY COURSE.

HPER 273 Principles of Conditioning 3 Credit(s)
Students will learn how to develop lifelong training and conditioning programs for themselves. They will learn how the body responds to various training methods and how to apply this to the cardiovascular and muscular systems. This class counts as an ELECTIVE toward an AA degree, NOT as an ACTIVITY COURSE.

Physical Education/Physics

HPER 275 Prevention and Care of Athletic Injury 4 Credit(s)

Course investigates proper methods of training and preparation for athletic and recreational activities. Skills in wrapping and taping, as well as treatment of minor injuries, will be developed. Instruction includes both lecture and lab as well as practical experience in the athletic training area. This class counts as an ELECTIVE toward an AA degree, NOT as an ACTIVITY COURSE.

HPER 282 Athletic Training Lab 1 Credit(s)

A course designed for students that would like to spend 2 hours each week getting hands on experience working in the WWCC Athletic Training Room. Students will be under the direct supervision of the Head Athletic Trainer. Prerequisite: Concurrent enrollment or successful completion of HPER 275.

Physics

Faculty Advisor:

Steve May

509.527.4278

steve.may@wwcc.edu

Physics courses provide valuable background for students who plan to transfer to four-year colleges and universities, complete specialized programs in science and technology, and acquire a more sound understanding of the world in which they live.

Students planning to major in the sciences at a four-year institution should follow the degree requirements for the Associate in Science Degree listed in the front of this catalog.

Associate in Science Degree - Physics

Two-Year Degree Schedule Option A

(For other degree information, students should check with their advisors, with the staff of the transfer center, and with the college catalog degree guidelines. Students should also note that it is extremely important to begin sequential courses in the fall since those courses typically are offered in only one quarter each year.)

First Year

Fall	Credits
MATH 109, Precalculus I	
or 124, Calculus with Analytic Geometry I	5
CHEM 121, General Chemistry I	5
ENG 101, English Composition I	5
Physical Education Elective (HPER or DANCE)	1
Total Credits	16

Winter

Winter	Credits
MATH 110, Precalculus II	
or 125, Calculus with Analytic Geometry II	5
SPCH 101, Fundamentals of Speech	3
Science Elective (CHEM 122 General Chemistry II recommended)	5
Social Sciences Elective	5
Total Credits	18

Spring

Spring	Credits
MATH 201, Statistics	
or 126, Calculus with Analytic Geometry III	5
CT 130, Introduction to Computer Programming	
or 131, Introduction to Computer Science	5
Science Elective (CHEM 123 General Chemistry III recommended)	5
Physical Education Elective (HPER or DANCE)	1
Total Credits	16

Second Year

Fall	Credits
MATH 124, Calculus with Analytic Geometry I	
or 224, Calculus with Analytic Geometry IV	5
PHYS 201, Physics for Science & Engineering I	5
Humanities Elective	5
Physical Education Elective (HPER or DANCE)	1
Total Credits	16

Winter

Winter	Credits
MATH 125, Calculus with Analytic Geometry II	
or 220, Linear Algebra	5
PHYS 202, Physics for Science & Engineering II..	5
Humanities or Social Sciences Elective	5
Total Credits	15

Spring

Spring	Credits
MATH 126, Calculus with Analytic Geometry III	
or 238, Differential Equations	5
PHYS 203, Physics for Science & Engineering III..	5
Elective	2 - 5
Total Credits	13 - 15
Total Credits	93 - 96

PHYS 110 Conceptual Physics 5 Credit(s)

A survey course in physics for the non-science or undecided major. Emphasis is on conceptual understanding rather than computation. Topics to be covered include: motion, forces, the concept of work and energy, physical states of matter, principles of thermodynamics, basic electricity and magnetism, and atomic and nuclear structure. Prerequisite: MATH 065.

PHYS 121 College Physics I 5 Credit(s)

This is part one of an algebra-based physics sequence intended for non-physical science majors. Includes one two-hour lab per week. Topics to be covered are linear and rotational motion, forces, kinetic and potential energy, momentum, and translational and rotational equilibrium. Prerequisite: MATH 095, a basic knowledge of trigonometry is highly recommended.

PHYS 122 College Physics II 5 Credit(s)

This is part two of an algebra-based physics sequence intended for non-physical science majors. Includes one two-hour lab per week. Topics to be covered are mechanical properties of matter, behavior of fluids, harmonic motion and waves, basic thermodynamics, and an introduction to electricity. Prerequisite: MATH 095 and PHYS 110, a basic knowledge of trigonometry is highly recommended.

PHYS 123 College Physics III 5 Credit(s)

This is part three of an algebra-based physics sequence intended for non-physical science majors. Includes one two-hour lab per week. Topics to be covered are electricity and magnetism, optics, and selected topics in modern physics (relativity, structure of the atom, quantum theory, etc.). Prerequisite: MATH 095 and PHYS 122, a basic knowledge of trigonometry is highly recommended.

PHYS 201 Physics for Science and Engineering I 5 Credit(s)

This is part one of a calculus-based physics sequence intended for physical science and engineering majors. Includes one two-hour lab per week. Topics to be covered are: linear and rotational motion, forces, kinetic and potential energy, momentum, and translational and rotational equilibrium. Co-requisite: MATH 124.

Physics/Political Science/Precision Machining

PHYS 202 Physics for Science and Engineering II 5 Credit(s)

This is part two of a calculus-based physics sequence intended for physical science and engineering majors. Includes one two-hour lab per week. Topics to be covered are: mechanical properties of matter, behavior of fluids, harmonic motion and waves, basic thermodynamics, and an introduction to electricity. Co-requisite: MATH 125 and Prerequisite: PHYS 201.

PHYS 203 Physics for Science and Engineering III 5 Credit(s)

This is part three of a calculus-based physics sequence intended for physical science and engineering majors. Includes one two-hour lab per week. Topics to be covered are: electricity and magnetism, with selected topics from optics and modern physics as time allows. Co-requisite: MATH 126 and Prerequisite: PHYS 202.

Political Science

Faculty Advisor:

Jim Peitersen

509.527.4601

jim.peitersen@wwcc.edu

Political science is that branch of knowledge which is concerned with government in human society. Therefore, in this field we study theories about what governments do and ideas about what they should do. We also analyze the institutions of government attempting to understand how governments work and how they could work. In studying government, we also must learn about politics, which is the necessary human struggle over the values and goods of government. In a world culture which is often shaped by political power, an understanding of government is essential if educated people are to relate meaningfully to modern society.

At Walla Walla Community College, the Political Science program aims to provide the survey courses and specialized studies which will help the student acquire a basic understanding of government. Courses provide the foundation necessary for a well-rounded, two-year education in the social sciences or for a transfer major in a baccalaureate political science program. Courses in political science have no academic prerequisites and are open to all interested persons.

Students wishing to focus their studies at Walla Walla Community College on politics and government should plan their course schedule each quarter with the political science faculty adviser.

PSCI 101 American National Government 5 Credit(s)

Study of the processes and institutions of national politics in America, with special attention to relations between popular political interests and federal government operations. Course provides an understanding to how our national government works in response to legitimate political needs. Lecture, discussion and videos with supplementary readings in current political events. Suggested minimum reading level: READ 098.

PSCI 115 U.S. in World Affairs 5 Credit(s)

Examination of American involvement in international affairs. Study includes this country's foreign policy actions as a world power with attention to both the policymakers and critics of our nation's position on significant international issues since 1898. Student may not earn credit for HIST 115 and PSCI 115. Suggested Minimum Reading Level: READ 098.

PSCI 120 The American Presidency 5 Credit(s)

Course is a historical and analytical examination of the office of the Presidency. Focus will be on the evolutionary changes in the power of the office and the consequences for leadership in America. Student may not earn credit for HIST 120 and PSCI 120.

PSCI 125 Student Leadership I 1-2 Credit(s)

This course is restricted to student body officers actively participating in student government.

PSCI 126 Student Leadership II 1-2 Credit(s)

This course is restricted to student body officers actively participating in student government.

PSCI 127 Student Leadership III 1-2 Credit(s)

This course is restricted to student body officers actively participating in student government.

PSCI 150 E-News 2 Credit(s)

Examines current news issues as present on the Internet for major newspapers, magazines, and journals.

PSCI 222 Agricultural Policy 5 Credit(s)

Goals, methods, and results of government programs and policies in agriculture. Includes the areas of international trade, domestic farm policy, food safety and quality, resource issues and the effect on agribusiness. Fulfills a social science requirement at WWCC. Student may not earn credit for both AGRI 222 and PSCI 222. Suggested: One quarter economics.

Precision Machining Technology

Faculty Advisor:

Alan Harwood

509.527.4221

alan.harwood@wwcc.edu

Industry Description: Imagine yourself as a machinist making a vital contribution to the technological development of modern society. Modern industry depends upon the skills of machinists to set up and operate machine tools to produce precision parts for all types of manufacturing. Machinists work in automotive, aeronautical, agricultural, food processing, computer, tooling, and space exploration industries. They follow directions in the form of blueprints and drawings upon which exact dimensions of the finished part are specified. Accuracy is of prime importance. Machinists frequently use micrometers and other precision measuring instruments to check the accuracy of their work against required dimensions.

Program Overview: Precision machining requires skills to create products on conventional machine tools such as lathes, milling machines, precision grinders, and drilling machines. To accomplish the increasingly high-tech work required in today's advanced machining environment, machinists utilize Computer-Numeric-Controlled (CNC) machine tools and Computer-Aided-Design and Machining (CAD/CAM) systems, as well as inspection equipment such as computer Coordinated Measuring Machines (CMM). Students learn these skills by time spent working with this equipment in the lab. Department faculty frequently attend workshops, seminars, and conferences to update skills and maintain the relevance of the program. Program content is maintained with input from an advisory committee of professionals working in this industry.

Precision Machining

Program Options: WWCC offers a two-year (six quarters) Associate in Applied Arts and Sciences (AAAS) Degree program for machinists and a one-year (three quarters) certificate program for machine tool operators. Both programs provide basic “hands-on” training with modern machine tools and computer-controlled equipment.

Entrance Requirements: It is preferred that students begin their course of study in this program during fall quarter; however, exceptions can be made. Students wishing to begin study in the program should complete a placement test offered by the student development center at Walla Walla Community College. No prerequisites exist.

Other Information: Job placement is exceptional and career advancement is commonplace. The average starting salary is \$10 to \$14 per hour. Experienced machinists average \$12 to \$25 per hour, equivalent to \$25,000 to \$52,000 per year. The PMT program also offers scholarships. Contact the WWCC Foundation or Precision Machining Technology program director for more information. For additional program information including regional employment data, completion rates, student characteristics, and employment see <http://www.wtb.wa.gov/etp>.

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Precision Machining Technology

This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Please check with your advisor prior to any substitutions.

Core courses are available each quarter but must be taken in sequence. This does not apply to recommended and/or related instruction. For the current course sequence, refer to the following web site: <http://www.wvcc.edu/programs/proftech/pmt/requirements.cfm>

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

- (W) - Written Communications (O) - Oral Communications
(R) - Human Relations (M) - Computation / Mathematics
(J) - Job Seeking Skills (L) - Leadership

Certificate (Machine Tool Operator) (808)

First Year

Quarter One	Credits
PMT 191, Precision Machining Basics I	16-21
OCSUP 106, Applied Mathematics (M)**	5
Total Credits	21-26

Quarter Two	Credits
PMT 192, Precision Machining Basics II	16-21
WRITE 100, Applied Writing (W)**	3
CET 141, Engineering Graphics	4
Total Credits	23-28

Quarter Three	Credits
PMT 193, Precision Machining Basics III	16-21
OCSUP 103, Job Seeking Skills (J)*	3
Total Credits	19-24
Year-One Total	63-78

Second Year

Quarter Four	Credits
PMT 294, Precision Machining Advanced I	16-21
SPCH 101, Fundamentals of Speech (O)**	3
Total Credits	19-24

Quarter Five	Credits
PMT 295, Precision Machining Advanced II	16-21
PMT 299, Student Leadership (L)**	1
OCSUP 101, Job Psychology (R)**	3
Total Credits	20-25

Quarter Six	Credits
PMT 296, Precision Machining Advanced III	16-21
Total Credits	16-21
Year-Two Total	55-70
Total Credits	118 - 148

A certificate is available upon completion of the year-one requirements. A minimum of 9 credits of related instruction is required for certificate.

When course credits are indicated as variable, students are encouraged to register for the maximum credit. This is the level recommended for effective employment preparedness.

Strongly recommended for work beyond entry level: WELD 141, CT 100, MATH 065 or higher

** The following courses meet the related instruction requirements of this program (one class per category required):

(W) – WRITE 100, WRITE 110, ENG 100, ENG 101

(O) – OCSUP 102, SPCH 101

(M) – MATH 050, OCSUP 106 or higher

(L) – PMT 299

(R) – OCSUP 101, PSY 101

(J) – OCSUP 103, PSY 140

PMT 109 Introduction to Precision Machining 1-4 Credit(s)

An introduction course to shop theory, skills, and safety. Students use vernier micrometers and vernier calipers, sharpen a drill by hand, and sharpen lathe tool bits used to make a screw jack on the lathe.

PMT 191 Precision Machining Basics I 1-21 Credit(s)

This course covers the theory and application to the use of precision measuring tools and bench work. Shop applications include layout technique, drill sharpening, bandsaw operations and proceed into basic lathe theory and applications. Safety and applied math are presented in conjunction with these studies. Prerequisites or concurrent enrollment: High school degree or equivalent, OCSUP 106, READ 098.

PMT 192 Precision Machining Basics II 1- 21 Credit(s)

This course will cover lathe theory and application, and introduction to milling machines. Topics include lathe theory, operation and safety including turning, facing, drilling and reaming, boring, external thread cutting, internal thread cutting, knurling, tapers and angle turning, applied geometry and trigonometry. Prerequisite: PMT 191 or instructor permission.

Precision Machining/Professional Golf Management

PMT 193 Precision Machining Basics III 1-21 Credit(s)

This course will cover theory, operations, and safety of precision lathes, milling machines, and grinders. Topics include: calculations of the dividing head, assortment of trigonometry problems, and beginning introduction to Computer Numerical Control (CNC). Prerequisite: PMT 192 or instructor permission.

PMT 294 Precision Machining Advanced I 1-21 Credit(s)

This course covers advanced practice of previous machining techniques. Includes theory, application, and safety of precision grinders (cylindrical, surface and tool and cutter grinder) and abrasives. Beginning introduction to Computer Numerical Control (CNC) programming. Prerequisites: PMT 193 or instructor permission, OCSUP 106, ENG 100.

PMT 295 Precision Machining Advanced II 1-21 Credit(s)

This course cover advanced theory and safety on manual machining equipment and CNC programming. Topics will include: helical milling and dividing head operations, G-codes, circular interpolation, cutter compensation, and cutting tool speeds and feeds. Introductions to Computer Assisted Programming and Computer Assisted Machining (CAD/CAM) using MASTERCAM software. Prerequisite: PMT 294 or instructor permission.

PMT 296 Precision Machining Advanced III 1-21 Credit(s)

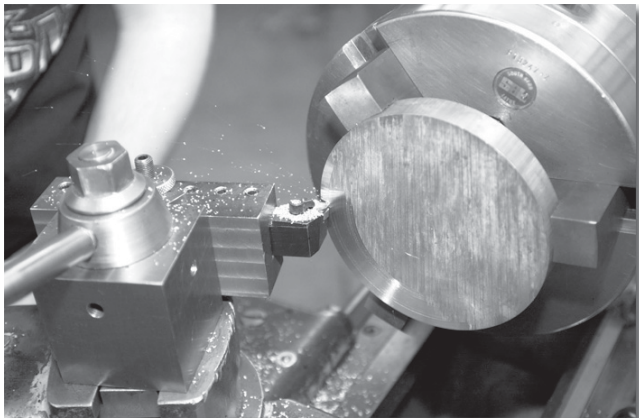
This course covers CNC theory, programming, and safety including canned cycles multiple tools cutter offsets, linear, circular, and helical interpolation, and thread cutting cycles (CNC Machining Center and CNC Turning Center). Students use computer software to design/draw, write, store, and save computer-generated programs on the computer and transfer programs to CNC control via disk or other electronic means. Prerequisite: PMT 295 or instructor permission.

PMT 297 Precision Machining Special Projects 1-18 Credit(s)

This course includes training in specific areas to be determined by student and instructor as upgrading current (or learning new) skills. Safety is stressed in this course.

PMT 299 Student Leadership 1 Credit(s)

The student assists the instructor with PMT 109 by helping guide students in the night program curriculum and with safety procedures. The student gives one lecture to the night class students with the instructor present and/or joins the Skills/USA VICA organization and competes in one or more of the competitions twice during the year. Prerequisite: Instructor permission required.



Professional Golf Management

Faculty Advisor:

Mike Rostollan 509.529.5678

michael.rostollan@wwcc.edu

Industry Description: The demand for professional golf managers has increased steadily with golf's ever expanding popularity. Students enrolled in the Professional Golf Management program can expect the training necessary to follow the varied career paths available to them in the golf market today.

Program Overview: Expert instruction in golf shop operations, facility management, tournament administration, rules of golf, turf science, golf car fleet management and teaching golf provides students an unparalleled advantage when entering the workplace. The two-year program also includes business and computer technology courses, as well as writing and business mathematics. This is a fully accredited USGA member training facility and staffed by Class A PGA golf professionals. The program was developed with input from regional golf professionals representing a wide variety of golf facilities; and maintained with oversight by an advisory committee.

Program Options: Upon completion of the course content and a two-quarter cooperative training internship at an approved golf facility, the student will graduate with an Associate in Applied Arts and Sciences Degree. This prepares students for careers as club professionals, equipment manufacturer representatives, general managers, and golf instructors or coaches.

Entrance Requirements: Students are required to have a golf background, letters of recommendation and instructor permission before entering the program.

Other Information: For additional program information including regional employment data, completion rates, student characteristics, and employment see <http://www.wtb.wa.gov/etp>.

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Professional Golf Management

This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Please check with your advisor prior to any substitutions.

Note that student is enrolled in Cooperative coursework during the spring and summer quarters.

Core courses must be taken in sequence. This does not apply to recommended and/or related instruction. For the current course sequence, refer to the following web site: http://www.wwcc.edu/programs/proftech/golf/golf_cl.cfm

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications

(R) - Human Relations

(M) - Computation / Mathematics

(J) - Job Seeking Skills

(L) - Leadership

Professional Golf Management

Certificate (176C)

First Year

Quarter One

	<u>Credits</u>
PGM 101, Golf Management I	5
PGM 111, Introductory Golf Instruction	3
PGM 121, Rules of Golf I	3
TURF 101, Turf Equipment Operations I	3
BA 112, Business Mathematics (M)**	5
OCSUP 103, Job Seeking Skills (J)**	3
Total Credits	22

Quarter Two

	<u>Credits</u>
PGM 102, Golf Management II	5
PGM 112, Intermediate Golf Instruction	3
PGM 131, Golf Car Fleet Management	2
WMGT 110, Lawn and Turf Irrigation	3
ACCT 201, Principles of Accounting I	5
CT 121, Computer Software Principles	5
Total Credits	23

Quarter Three (Spring)

	<u>Credits</u>
PGM 191, Cooperative Training I	16-18
PGM 192, Cooperative Seminar I (R)**	2
Total Credits	18-20
Year-One Total	63-65

Quarter Four (typically Summer)

	<u>Credits</u>
PGM 291, Cooperative Training II	16-18
PGM 292, Cooperative Seminar II (R)**	2
Total Credits	18-20

Degree (176)

Second Year

Quarter Five

	<u>Credits</u>
PGM 201, Golf Management III	5
PGM 211, Corrective Golf Lessons	3
PGM 221, Rules of Golf II	2
PGM 299, Student Leadership (L)**	1
TURF 122, Turf Maintenance Practices	3
SPCH 101, Fundamentals of Speech (O)**	3
WRITE 100, Applied Writing (W)**	3
Total Credits	20

Quarter Six

	<u>Credits</u>
PGM 202, Golf Management IV	5
PGM 212, Teaching the Advanced Player	2
TURF 211, Turf Management	5
ACCT 202, Principles of Accounting II	5
Total Credits	17
Year-Two Total	55-57
Total Credits	118-122

A certificate is available upon completion of the year-one requirements. A minimum of 9 credits of related instruction is required for certificate.

Program requires completion of PGM 191 (18 credits) and PGM 291 (18 credits) with the associated PGM seminar. It is recommended that students take the courses concurrently during the initial spring and summer terms.

**** The following courses meet the related instruction requirements of this program (one class per category required):**

(W) – BA 137, ENG 100, ENG 101, WRITE 100, WRITE 110

(O) – OCSUP 100, OCSUP 102, SPCH 100, SPCH 101

(M) – BA 112, MATH 050 or higher

(L) – PGM 299

(R) – PGM 192, PGM 292

(J) – AGPR 100, BA 193, OCSUP 103, PSY 140

PGM 101 Golf Management I 5 Credit(s)

An introduction to the golf industry. This course offers an overview of industry trends, traditions, golf shop operations, and golf club design. Prerequisite: Instructor permission.

PGM 102 Golf Management II 5 Credit(s)

This course covers intermediate golf shop operations and tournament administration. Topics include league promotion; handicapping and formats of play; enforcing golf course rules and regulations; golf outings and corporate sponsors; member services; caddie programs; starting, marshalling, and pace of play; golf course design principles; setting up a golf course. Prerequisite: Instructor permission.

PGM 111 Introductory Golf Instruction 3 Credit(s)

This course covers the fundamentals of golf instruction. Topics include the beginning golfer; swing theory; terminology; ball flight laws; club fitting; player profiles; fitness and nutrition; anatomy and physiology; full swing; and short game technique. Prerequisite: Instructor permission.

PGM 112 Intermediate Golf Instruction 3 Credit(s)

This course cover the further education in golf instruction. Topics include intermediate golfers; swing theory II; analysis of swing errors; developmental lessons; conducting junior golf clinics, golf camps, and golf schools; practice routines; drills; teaching aids; golf lesson promotions. Prerequisite: Instructor permission.

PGM 121 Rules of Golf I 3 Credit(s)

This course offers an in-depth examination of the Rules of Golf. Topics will include current rule changes, rules of play, etiquette and safety, definitions, clubs, and the ball. Prerequisite: Instructor permission.

PGM 131 Golf Car Fleet Management 3 Credit(s)

This course offers a study of golf car fleet management. Topic include: acquisition, maintenance and repair, troubleshooting, storage and organization, maximizing profits, safety and liability issues, and optimum size of a golf cart fleet. Includes golf car paths and traffic patterns. Prerequisite: Instructor permission.

PGM 191 Cooperative Training 1-18 Credit(s)

This cooperative training experience provides students the opportunity to work at golf facilities while being concurrently enrolled in related golf management courses. The satisfactory completion of a comprehensive workbook is required. Wages for students are commensurate with entry-level employees in the industry.

PGM 192 Cooperative Seminar 2 Credit(s)

This course explores the professional relations between employers, vendors, golfers as customers, fellow staff members, and prospective players. The interpersonal skills prized in the workplace are stressed and future employment opportunities mapped.

Professional Golf Management/Psychology

PGM 201 Golf Management III 5 Credit(s)

This course covers the advanced golf shop operations. Topic will include: golf shop design; merchandising; inventory controls, marketing; advertising, personnel management, and public relations. Includes managing a driving range or golf learning center and working with committees, boards, GMs, and superintendents. Prerequisite: Instructor permission.

PGM 202 Golf Management IV 5 Credit(s)

This course offers a comprehensive coverage of advanced golf management. Topic will include: club relations and contract negotiations, clubhouse and golf course projects, food and beverage concerns, golf shop software applications, buying or leasing a golf course, golf associations and resources. Prerequisite: Instructor permission.

PGM 211 Corrective Golf Lessons 3 Credit(s)

This course will evaluate defective golf swings and their correction. Topics will include: diagnostics and corrective measures, game analysis, teaching special interest groups, coaching teams, using video and computers in golf lessons. Prerequisite: Instructor permission.

PGM 212 Teaching the Advanced Player 2 Credit(s)

This course will cover instruction in tournament golf. Topics will include: advanced players, mental toughness training, golf course management, competitive playing skills, game planning, and practice strategies. Prerequisite: Instructor permission.

PGM 221 Rules of Golf II 2 Credit(s)

This course will cover advanced instruction in the Rules of Golf. Topics will include: rules administration, duties of the rules official, local rules, amateur status, defining and marking a golf course, rules governing high schools and colleges. Prerequisite: PGM 121.

PGM 291 Cooperative Training 18 Credit(s)

This cooperative training experience provides students the opportunity to work at golf facilities while being concurrently enrolled concurrently in related golf management courses. Satisfactory completion of a comprehensive workbook is required. Wages for students are commensurate with entry-level employees in the industry.

PGM 292 Cooperative Seminar 2 Credit(s)

This seminar further explores the professional relations between employers, vendors, golfers as customers, fellow staff members, and prospective players. The interpersonal skills prized in the workplace are stressed and future employment opportunities mapped.

PGM 299 Student Leadership 1 Credit(s)

This course focuses on the development of interpersonal communication and the strengthening of leadership skills. Teambuilding and project management are also addressed. Participation in 20 hours of leadership activities is required.

Psychology

Faculty Advisor:

Marleen Ramsey 509.527.4265

marleen.ramsey@uwcc.edu

The field of psychology focuses on the scientific study of understanding individual human behavior. The courses offered provide a basic core appropriate for majoring in psychology at a baccalaureate institution. Psychology courses fulfill social science general education requirements for the AA and AS degrees or serve as appropriate elective courses.

PSY 095 Skills for Success I 3 Credit(s)

This course is provided in both traditional and bilingual settings and aids students in achieving self-fulfillment and harmonious interpersonal relationships by developing the skills necessary for functioning successfully as group members. Includes techniques for critical thinking, decision-making procedures, goal setting, communication, group problem solving, teamwork, leadership, multicultural and diversity awareness, and career/life planning.

PSY 096 Skills for Success II 3 Credit(s)

This course builds upon the material covered in PSY 095 and is provided in both the traditional and bilingual settings. It emphasizes skills for functioning successfully as a group member and for achieving self-fulfillment and harmonious interpersonal relations. Includes techniques for critical thinking, decision-making procedures, goal setting, communication, group problem solving, teamwork, leadership, multicultural and diversity awareness, and career/life planning.

PSY 100 Effective Learning Strategies 3 Credit(s)

Effective Learning Strategies for College provides an overview of learning and motivation theories and methods that promote student efficiency in the classroom. Topics and techniques include memory and learning, note taking, exam preparation and test anxiety, time management, goals clarification, learning style, concentration, and textbook reading. Upon completion, students will possess a clear understanding of the strategies required to meet their academic goals. Co-requisite: Enrollment in at least one course, preferably a lecture class, at the 100 level or above.

PSY 101 Introduction to Psychology 5 Credit(s)

A survey course introducing students to factors which influence human behavior and thinking, as well as the complexities of mind and body relationship. The outcome of this study should be a clearer understanding of individual behavior. Critical thinking skills and practical applications are emphasized. Suggested minimum reading level: READ 098.

PSY 103 Developmental Psychology 5 Credit(s)

An in-depth study of human development focusing on the physical, cognitive and psychosocial domains of each of the stages of the life span from birth to death. Suggested minimum reading level: READ 098.

PSY 111 Effective Interpersonal Relationships 3 Credit(s)

Personal discovery of the factors that influence interactions including friendships, romantic relationships, work interactions, and family interactions. Skills in personal communication, active listening, feedback, self-disclosure, empathy, assertiveness, and conflict management are developed.

PSY 113 Human Sexuality

5 Credit(s)

Study of sexual facts, attitudes, morals, and behavior. Includes conception, contraception, sexually transmitted diseases, abortion, physiological and psychological aspects of sexual response, varieties of sexual behavior, exploration of sexual abuse and victimization, legal issues in sexuality, sexual ethics, and society's influence on sexuality and sex roles. COURSE FOR ADULTS—lectures and films may contain explicit language, scenes, nudity, and material. Prerequisite: READ 098, ENG 101. Student may not earn credit for both WST 113 and PSY 113.

PSY 139 Psychology of Women

3 Credit(s)

A course based on the historical and cultural development of women. Social and psychological perspectives of female identity, traditional and nontraditional roles, values, sexuality, dependency, and the changing perception of femininity and masculinity will be examined. Student may not earn credit for both WST 139 and PSY 139.

PSY 140 Career and Life Planning

3 Credit(s)

A systematic approach to planning students' individual career paths based upon their skills, interests, and values as they pertain to work and education. Students will identify appropriate occupations within their career field of choice, learn to research the demands, rewards and employment practices in those occupations and develop plans for achieving their career goals. Resumes and portfolios are produced as part of preparing to conduct an effective job search. Strongly recommended ENG 089 or equivalent writing level. Meets Job Seeking Skills requirement for the AAAS Degree and an elective for the AA Degree.

PSY 196 Psychology of Human Performance

3 Credit(s)

This course includes an in-depth study of the relationship between the mind and body. It includes application of psychological theories, research, and intervention strategies to performance enhancements in a variety of settings. The course addresses topics such as stress and emotional control, attention and concentration, mental rehearsal, memory enhancement, the effects of motivation and personality on performance and effective group communications.

PSY 205 Social Psychology

5 Credit(s)

The study of the influence of the behavior of others on individual behavior. Topics include conformity, obedience, aggression, prejudice, persuasion, interpersonal attraction, self-justification, and group processes. Suggested minimum reading level: READ 098.

PSY 206 Abnormal Psychology

5 Credit(s)

A study of maladaptive behavior, its origins and characteristics. Topics include description of a wide variety of maladaptive behaviors, procedures used to measure and classify abnormal behavior, and treatment methods. Suggested minimum reading level: READ 098. Student may not earn credit for both PSY 206 and CJ 206.

PSY 297 Special Topics

1-5 Credit(s)

A course providing students the opportunity to design and implement a project of interest in psychology under the supervision of an instructor.

Reading

READ 070 Speed Reading

1 Credit(s)

A computerized program to help students improve their reading speed and comprehension. Students learn to train their eyes to see larger groups of words at a glance, keep their eyes moving efficiently as they read, and broaden their field of peripheral vision. Suggested minimum reading level of READ 088.



READ 082 Special Topics in Reading I

1-5 Credit(s)

Special reading needs are addressed for individual students; the student and instructor determine the area of emphasis.

READ 083 Special Topics in Reading II

1-5 Credit(s)

Special reading needs are addressed for individual students; the student and instructor determine the area of emphasis.

READ 084 Special Topics in Reading III

1-5 Credit(s)

Special reading needs are addressed for individual students; the student and instructor determine the area of emphasis.

READ 088 Reading Improvement

5 Credit(s)

Designed to teach informational processing strategies to help students understand and remember information more effectively. Placement by entrance assessment or successful completion of ENG 080.

READ 098 College Reading Skills

3 Credit(s)

Designed to build self-confidence in the college reader who wants to improve speed and comprehension. This course is taught by lecture, group discussion, and practical experience. Linked to ENG 100 on the Walla Walla campus fall and winter quarters (i.e. students enrolled in READ 098 must also enroll in appropriate section of ENG 100). Prerequisite: Placement score in READ 098 or successful completion of READ 088.

Refrigeration and Air Conditioning

Refrigeration and Air Conditioning

Faculty Advisor:

Mike Houdak

509.527.4252

michael.houdak@wwcc.edu

Industry Description: The refrigeration and air conditioning industry has evolved as an ever-increasing technology affecting every aspect of our daily lives. From the comfort of your home, air-conditioned malls and theatres, to the processing and storage of the food we purchase, we depend on the refrigeration industry to provide quality with safety and convenience. Airplanes, cars, computers, wineries, medical pharmaceuticals, science and manufacturing—all rely on air conditioning and refrigeration to provide the best products and most suitable environment. Much of today's equipment demands a higher degree of technology for optimum efficiency. It all requires skilled, qualified technicians to operate and maintain these systems to peak performance.

Program Overview: The Refrigeration and Air Conditioning program provides students with an understanding of refrigeration theory, practice, and safety requirements for the refrigeration trade, including electrical theory and practice in electrical, electronic and programmable logic controllers as well as related mechanical application. Students study residential, commercial, and industrial air conditioning and refrigeration systems and participate in the installation, maintenance and repair of operational equipment. Students have the opportunity to become E.P.A. certified to handle refrigerants and work in the industry in a paid cooperative training position.

Program Options: The Associate in Applied Arts and Sciences Degree in Refrigeration and Air Conditioning is awarded for successful completion of a two-year program of study, consisting of five quarters of lecture and laboratory instruction and one quarter of on-the-job co-op training. Students not completing the AAAS degree may earn a one-year certificate by successfully completing course requirements. Students may begin working on related instruction electives during any quarter; however, technical classes must be taken in sequence beginning with the fall quarter.

Entrance Requirements: Students should begin the core course sequence during the fall quarter. Students should complete placement testing offered by Walla Walla Community College. Admission to this program requires an instructor interview. A high school diploma or GED is recommended for entry into this technical program; required for a AAAS Degree.

Other Information: HVAC/R contractors, industrial electrical, refrigeration and maintenance departments in hospitals, food processing, government agencies and commercial complexes typically employ persons trained in this technology. Department of Labor job growth statistics project a need for 219,000 HVAC/R trained technicians between 1997 and 2007, or a 24% increase, which means over 21,000 new technicians will be needed annually. According to the June 1999 issue of USA Today, the Department of Labor Statistics (1997) indicates an average starting wage for Air Conditioning/Refrigeration at \$14 per hour. Actual starting wages will vary depending upon region and abilities. For additional program information including regional employment data, completion rates, student characteristics, and employment see <http://www.wtb.wa.gov/etp>.

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Refrigeration and Air Conditioning

This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Please check with your advisor prior to any substitutions.

Core courses are available each quarter but must be taken in sequence. This does not apply to recommended and/or related instruction. For the current course sequence, refer to the following web site: <http://sql.wwcc.edu/programs/proftech/rac/requirements.cfm>

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications

(R) - Human Relations

(M) - Computation / Mathematics

(J) - Job Seeking Skills

(L) - Leadership

Certificate (703C)

First Year

	Credits
ELEC 131, Principles of Electricity Theory	5
OCSUP 106, Applied Mathematics (M)***	5
RAC 100, Refrigeration Basics #1	5
Total Credits	15

Quarter Two

	Credits
CT 100, Computer Literacy *	5
ELEC 151, Electric Motor and Controls	8
RAC 101, Refrigeration Basics II	5
RAC 299, Student Leadership (L)***	1
WRITE 100, Applied Writing (W)***	3
Total Credits	22

Quarter Three

	Credits
ELEC 132, Principles of Electricity AC Application	5
RAC 110, RAC Mechanical Equipment	6
RAC 120, Air Conditioning Systems	6
RAC 130, RAC Control Systems	6
OCSUP 101, Job Psychology (R)***	3
Total Credits	26
Year-One Total	63

Quarter Four (typically Summer)

	Credits
RAC 124, Co-op Job Training **	10-18
Total Credits	10-18

Degree (703)

Second Year

Quarter Five

	Credits
ELEC 140, Introduction to Electronic Controls	5
OCSUP 102, Oral Communication in Workplace (O)***	3
RAC 200, Ductwork Design and Fabrication	2
RAC 261, Heating Systems and Heat Pumps	7
WELD 141, Welding (Basic)****	4
Total Credits	21

Refrigeration and Air Conditioning

Quarter Six

	<u>Credits</u>
ELEC 181, Introduction to the National Electric Code.....	2
ELEC 253, Introduction to Programmable Controllers	5
WMGT 221, Pump Applications	3
OCSUP 103, Job Seeking Skills (J)***	3
RAC 221, Ammonia Refrigeration Systems	4
RAC 262, Commercial Refrigeration Equipment	8
Total Credits	25
Year-Two Total	56-64
Total Credits	119-128

A certificate is available upon completion of the year-one requirements. A minimum of 9 credits of related instruction is required for certificate.

When course credits are indicated as variable, students are encouraged to register for the maximum credit. This is the level recommended for effective employment preparedness.

* CT 100 is a minimum requirement for students unfamiliar with computers, CT 121 Computer Software Principles is an alternate for students with computer skills.

** RAC 124 Co-op Job Training is available after the second quarter and can be completed during summer quarter the first year, or during the second year.

*** The following courses meet the related instruction requirements of this program (one class per category required):

(W) – BA 137, WRITE 100, WRITE 110, ENG 100, ENG 101

(O) – SPCH 100, SPCH 101, OCSUP 100, OCSUP 102

(M) – OCSUP 106, MATH 049 or higher

(L) – OCSUP 299, RAC 299

(R) – BA 157, WMGT 192, WMGT 292, OCSUP 101, PSY 101, PSY 111

(J) – AGPR 100, BA 193, OCSUP 103, PSY 140

**** Any welding course 141 or above will satisfy the welding requirement.

RAC 100 Refrigeration and Air Conditioning Basics I 5 Credit(s)

This course provides a history of refrigeration while studying properties and laws of physics that allow the refrigeration process to work while learning to work safely with tools, piping, soldering and brazing. Topics include theory of heat, matter and energy, refrigeration and refrigerants, safety practices, tools and equipment, fasteners, tubing and piping.

RAC 101 Refrigeration and Air Conditioning Basics II 5 Credit(s)

This course covers basics of calibrating instruments, refrigerant and oil management, system charging, and operation of package air conditioners. Topics include room air conditioners and room heat pumps, PTAC, PTHP, electrical and mechanical troubleshooting, recovery, evacuation and charging. Prerequisite: RAC 100 or instructor permission.

RAC 110 Refrigeration and Air Conditioning Mechanical Equipment 6 Credit(s)

This course covers the knowledge of mechanical equipment used in the refrigeration/air conditioning trade and practice on proper troubleshooting and repair methods. Teaches proper application and repair of evaporators, condensers, compressors, expansion devices, and special components. Prerequisites: RAC 100 and 101 or instructor permission.

RAC 120 Air Conditioning Systems 6 Credit(s)

This course applies the basic requirements for residential and small commercial split system and central air conditioners is covered with emphasis placed on finding and repairing faults in typical equipment. Knowledge of comfort and psychometrics, system installation, operating and safety controls, typical operating conditions, and troubleshooting. Prerequisites: RAC 100 and 101 or instructor permission.

RAC 124 Co-op Job Training 18 Credit(s)

This cooperative work experience provides students with the opportunity to gain work experience in a HVAC/R related role as agreed upon by the employer, student, and instructor. A minimum of 30 hours of work experience per credit. Allows student to utilize skills and knowledge learned in previous quarters. Prerequisite: Instructor permission.

RAC 125 Cooperative Seminar 1 Credit(s)

This is a seminar for students in cooperative training. A review of work ethics and job performance will be covered. Co-requisite: RAC 124.

RAC 130 RAC Control Systems 6 Credit(s)

This is an introduction to different types of controls used to operate and protect air conditioning and refrigeration equipment in residential and light commercial systems. Knowledge of control devices, motors, cooling towers, pumps, chilled water, and all-weather systems with emphasis on schematic diagrams, control operation, and troubleshooting. EPA 608 Refrigerant Certification test preparation and testing. Prerequisites: RAC 100 and RAC 110 or instructor permission.

RAC 199 Special Projects 1-5 Credit(s)

A variable credit class designed to provide specialized training in the Heating, Air Conditioning, and Refrigeration Industry. Training and topics will be developed on a special needs basis.

RAC 200 Ductwork Design and Fabrication 1-3 Credit(s)

This course familiarizes students with the design, fabrication, and installation of ductwork required in heating and air conditioning systems. Knowledge of vocabulary and procedures necessary to build and install ductwork. Students assist the carpentry program house project by installing HAC system ductwork as needed. Prerequisite: Instructor permission.

RAC 221 Ammonia Refrigeration Systems 4 Credit(s)

This is an introduction to operation, maintenance, and repair of industrial refrigeration and ammonia systems. Application of refrigeration and electrical knowledge acquired from previous courses to understanding operation and maintenance of industrial refrigeration with emphasis on Ammonia (R717) and safety.

RAC 261 Heating Systems and Heat Pumps 7 Credit(s)

In this course an operational understanding required to maintain and repair residential and heating equipment in residential and commercial installations will be covered. Students acquire basic knowledge in heat loss and heat gain, transfer of heat, air distribution systems, heating sources, heat pumps, and heating system controls. Prerequisite: RAC 120 or instructor permission.

RAC 262 Commercial Refrigeration Equipment 8 Credit(s)

This course familiarizes student with design and operational requirements of low and medium temperature commercial refrigeration systems. Knowledge of commercial refrigeration systems with emphasis on analyzing system operation and faults. Prerequisite: RAC 110 or instructor permission.

RAC 299 Student Leadership 1 Credit(s)

While under the supervision of the program instructor, students assume the responsibilities of a working shop foreman in a Refrigeration and Air Conditioning repair shop, shares responsibility for program instruction and shop management. Prerequisites: RAC 100 and instructor permission.

Retailing

Retailing

Faculty Advisor:

Stephen M. Peters 509.527.4236

stephen.peters@wwcc.edu

Industry Description: Retailing is no longer a just “local” affair. It has evolved into a global, high-tech business. Wal-Mart and 7-Eleven are owned by companies with headquarters in the United States which also conduct operations internationally. Retailers are using sophisticated communications and information systems to manage their businesses. Retail managers are involved in complex decisions involving target markets, retail locations, what merchandise to offer, negotiating with suppliers, distribution, training, and deciding how to price, promote, and present merchandise.

Consequently this field of study has many and varied job opportunities.

Program Overview: The Retailing Program offers courses in the technology and skills necessary for employment and preparation for advancement in the retailing environment. Students are trained to use computer applications and problem solving techniques for fields involving: automatic payments using the latest optical scanning systems for self service, inventory control techniques, pricing, merchandising, leadership and supervision, online operations and international operations. Program content and relevance are maintained with the input from an advisory committee and state and national standard bodies.

Program Options: Within the Retailing degree there is the Associate Degree in Applied Arts and Sciences in Retailing. This is a two year program of study. While some of the courses will transfer to a four year institution, students wanting to transfer need to contact the institution of interest for additional information and requirements for their field of interest. There is also a one-year certificate in Retailing.

Entrance Requirements: Students can begin their course of study in this program at any time. However, because of course sequencing and class prerequisites, it is preferable to begin in the fall quarter. Students interested in receiving an AAAS Degree in Retailing must have a high school diploma or a GED Certificate.

Additional Information: Students transferring into the Retailing Program from another institution should have their previous transcripts from that institution evaluated by an advisor at WWCC to determine which classes are allowed toward the Retailing Program. Before entering the program all students need to secure an advisor within the Business Department and become familiar with the program requirements.

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Retailing

This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Please check with your advisor prior to any substitutions.

Core courses are available each quarter but must be taken in sequence. This does not apply to recommended and/or related instruction.

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications

(R) - Human Relations

(M) - Computation / Mathematics

(J) - Job Seeking Skills

(L) - Leadership

Certificate (251C)

First Year

Quarter One

Credits

ACCT 201, Principles of Accounting	5
BA 081, Cooperative Training I	2
BA 191, Business Leadership I	3
BA 210, Marketing	5
CT 121, Computer Software Principles	5
Total Credits	20

Quarter Two

Credits

BA 082, Cooperative Training II	2
BA 192, Business Leadership II (L)**	3
BA 215, Advertising	5
BA 217, Microcomputer Software Applications	5
BA 287, Retailing	5
Total Credits	20

Quarter Three

Credits

BA 083, Cooperative Training III	2
BA 137, Business Communications II (W)**	5
BA 189, Principles of Management	5
BA 193, Business Leadership III (J)**	3
Total Credits	15
Year-One Total	55

Degree (251)

Second Year

Quarter Four

Credits

BA 091, Cooperative Training IV	2
BA 112, Business Mathematics (M)**	5
BA 187, Principles of Selling	5
BA 291, Business Leadership Seminar IV	3
Total Credits	15

Quarter Five

Credits

BA 102, Customer Service	5
BA 160, Merchandising Display	5
BA 251, Introduction to Business Law I	5
Total Credits	15

Quarter Six	Credits
BA 101, Introduction to Business	5
BA 157, Human Relations in Business (R)**	5
SPCH 101, Fundamentals of Speech (O)**	3
Elective*	5
Total Credits	18
Year-Two Total	48
Total Credits	103

A certificate is available upon completion of the year one requirements. A minimum of 9 credits of related instruction is required for the certificate.

* Any BA, ACCT or DIT course over 100 level that is not required for this program will be accepted for the elective credit.

** The following courses meet the related instruction requirements of this program (one class per category required):

(W) – BA 137

(O) – OCSUP 100, OCSUP 102, SPCH 100, SPCH 101

(M) – BA 112 (R) – BA 102, BA 157

(L) – BA 192 (J) – BA 193

Sociology

Faculty Advisor:

Susan Palmer

509.527.4545

susan.palmer@wwcc.edu

Most of us have a basic idea about how houses or transportation systems are built, but little knowledge, beyond common sense, about how societies are constructed. Sociology systematically examines the architecture of our social world and our everyday interactions. Sociology provides a framework to understand how societies, and social life in general, are created, maintained, and changed. Students of sociology gain an appreciation of why it is that we do things one way, while other cultures do things differently.

A sociological approach is useful for many fields of study, as well as a variety of occupations. WWCC sociology courses will transfer to most four-year colleges and universities. Many sociology students prepare for careers in criminal justice, social services, social research, health care, and other fields with an emphasis in social relationships and social structures.

SOC 101 Introduction to Sociology 5 Credit(s)

Introduces the basic principles of social relationships, collective behavior, and human interaction. These principles are applied to the study of culture; race, gender, and class inequality; deviance; law; social institutions; and social change.

SOC 107 Human Services Field Experience I 1-3 Credit(s)

Course provides student with a supervised experience in a social agency, school, health care facility, youth group, etc. in the local community. This course is part of WWCC's Human Services program. Student must have had or must be currently enrolled in SOC 101 or PSY 101. Requires 30 hours per credit.

SOC 108 Human Services Field Experience II 1-3 Credit(s)

Course provides student with a supervised experience in a social agency, school, health care facility, youth group, etc. in the local community. This course is part of WWCC's Human Services program. Student must have had or must be currently enrolled in SOC 101 or PSY 101. Requires 30 hours per credit.

SOC 109 Human Services Field Experience III 1-3 Credit(s)

Course provides student with a supervised experience in a social agency, school, health care facility, youth group, etc. in the local community. This course is part of WWCC's Human Services program. Student must have had or must be currently enrolled in SOC 101 or PSY 101. Requires 30 hours per credit.

SOC 110 Human Services Field Experience IV 1-3 Credit(s)

Course provides student with a supervised experience in a social agency, school, health care facility, youth group, etc. in the local community. This course is part of WWCC's Human Services program. Student must have had or must be currently enrolled in SOC 101 or PSY 101. Requires 30 hours per credit.

SOC 150 Introduction to Social Work 5 Credit(s)

This course is designed to help students understand the role of the social worker in today's society. The course will include quest presentations by community professionals, field trips, and volunteer experiences. Cultural, ethnic, and other diversity issues in the field of social work will be explored, as well as student perceptions and biases identified.

SOC 160 Introduction to Human Geography 5 Credit(s)

The study of analyzing human populations, cultures, activities and connections within the physical landscapes they live on are discussed. The study of the spatial variations among the human cultures and patterns of interaction between humans and the environment are introduced. Student may not earn credit for both GEOG 160 and SOC 160.

SOC 201 Introduction to Social Problems 5 Credit(s)

Examines a variety of global social problems-conditions or phenomena that adversely affect significant segments of the population-using sociological approaches to understand their complex dynamics. Interprets the effects of rapid globalization, with particular emphasis on its impact on the United States. From a global perspective, this course examines war, over population, environmental degradation, poverty and wealth, unequal health care, race and gender inequality, and crime. In addition to examining problems, students explore possible solutions.

SOC 204 Drugs and Society 5 Credit(s)

Introduction to the many and varied drugs, and their related sociocultural history of use and abuse. The physiological and psychological study of symptoms and disease concepts. A review of chemical dependency and the nature of social control as expressed through treatment, rehabilitation, education, family structure, community, and other social responses. Suggested minimum reading level: READ 098.

SOC 205 Racial and Ethnic Relations 5 Credit(s)

Focuses on inter-group race and ethnic relations with a social-historical emphasis. Students explore how race and ethnic identities are developed; theoretical perspectives on assimilation and pluralism; prejudice and discrimination; the creation of subordinate groups; and historical and contemporary issues. Problems and possible solutions of majority-minority relations are examined. This course includes a six-hour weekend retreat.

Sociology/Spanish/Speech

SOC 208 Sociology of Intimate and Family Relations 5 Credit(s)

Provides a sociological understanding of the processes involved in family relations, household life and structures, and family problems. Emphasizes historical formations, social influences, and the diversity of families in the United States. Explores myths about family forms and features; the role of gender; divisions of labor within household; historical shifts; family privacy and government interventions; stereotypes; and the effect of social, economic, and political forces on the family. This course also addresses the broader issues in the sociology of intimate relations beyond conventional marriages and families.

SOC 212 Family Communication 5 Credit(s)

Provides a framework for analyzing the family as a communication system. It examines the ways in which members of family systems interact to develop, sustain, and manage their relationships.

SOC 220 Gender and Society 5 Credit(s)

Gender is a central feature of social life. This course will enhance students' recognition of the pervasiveness and complexities of a sex and gender "system," predominately focusing on our own society. We will explore gender on three levels: 1) as a system of social relationships in which gender interacts with, and influences, institutional structures; 2) as what people "do" in social interactions; and 3) as an attribute by individuals for self identification. Student may not earn credit for both WST 220 and SOC 220.

Spanish

Faculty Advisor:

Jeff Adams

509.527.4644

jeff.adams@wwcc.edu

Spanish language courses provide students with instruction in reading, writing, speaking, and listening in this influential language, as well as a greater appreciation for the cultures of Spanish-speaking peoples.

SPAN 101 Spanish I 5 Credit(s)

Introductory course for students wishing to learn Spanish as a second language. Provides a foundation for practical interpersonal communications. Includes pronunciation, basic grammar, reading, writing, and an introduction to Hispanic culture. To be taken in sequence or with written consent of the instructor.

SPAN 102 Spanish II 5 Credit(s)

Introductory courses for students wishing to learn Spanish as a second language. Provides a foundation for practical interpersonal communications. Includes pronunciation, basic grammar, reading, writing, and an introduction to Hispanic culture. To be taken in sequence or with written consent of the instructor.

SPAN 103 Spanish III 5 Credit(s)

Introductory courses for students wishing to learn Spanish as a second language. Provides a foundation for practical interpersonal communications. Includes pronunciation, basic grammar, reading, writing, and an introduction to Hispanic culture. To be taken in sequence or with written consent of the instructor.

SPAN 201 Spanish IV 5 Credit(s)

Intermediate course provides practice in speaking, listening, reading, and writing. Students study grammar, vocabulary, and the use of idiomatic expressions. Must be taken in sequence. Prerequisite: SPAN 103 or with written consent of the instructor.

SPAN 202 Spanish V 5 Credit(s)

Intermediate course provides practice in speaking, listening, reading, and writing. Students study grammar, vocabulary, and the use of idiomatic expressions. Must be taken in sequence. Prerequisite: SPAN 103 or with written consent of the instructor.

SPAN 203 Spanish VI 5 Credit(s)

Intermediate course provides practice in speaking, listening, reading, and writing. Students study grammar, vocabulary, and the use of idiomatic expressions. Must be taken in sequence. Prerequisite: SPAN 103 or with written consent of the instructor.

SPAN 297 Field Studies 1-12 Credit(s)

Flexible field studies for students wishing to expand their knowledge of Spanish through travel and study abroad. Students must consult with instructor before enrolling.

SPAN 298 Independent Studies 1-12 Credit(s)

Course for students wishing to expand their knowledge of Spanish through a wide variety of possible directed studies topics. Students must consult with the instructor before enrolling.

Speech

Faculty Advisor:

William Krieger

509.527.4316

bill.krieger@wwcc.edu

The speech department offers courses designed to increase students' knowledge and understanding of the principles of public speaking as well as guided practice in making speeches and other oral presentations.

The Speech department supports students' efforts to fulfill degree requirements by offering a required course in public speaking. Other courses appealing to multiple levels of interest, skill, and experience are under development. Course offerings provide the basis for transfer, occupations, and life-long learning.

SPCH 100 Introduction to Diction 3 Credit(s)

An introduction to the use of the voice and basic preparation for oral presentations. Includes dealing with speech anxiety, making yourself understood with attention to diction, articulation, vocal speech patterns, and American English inflections; listening to and comprehending spoken language.

SPCH 101 Fundamentals of Speech 3 Credit(s)

Developing competency in planning, preparing, presenting, and evaluating basic speech with emphasis on critical and orderly thinking; using appropriate language, support and motivational appeals; handling speech anxiety; and assessing audiences.

SPCH 102 Oral Communications and interpersonal Relationships 3 Credit(s)

Practice in preparing and giving reports, dealing with group dynamics and problems, learning interview techniques, working on telephone presence, perfecting convincing and listening skills. Prerequisite: SPCH 101 or instructor permission.

SPCH 105 Oral Interpretation 3 Credit(s)

Study and practice of oral skills essential to interpreting the intellectual and emotional meaning of literature to an audience. Students will learn the skills of reading aloud and interpreting the written word including poetry, prose, and drama.

Transición/Turf Equipment Service Technician

Transición Program

Faculty Advisor:

Carlos Jaque

509.527.4260

carlos.jaque@wwcc.edu

Industry Description: The continuing demand for bilingual, trained employees in rural industries of Eastern Washington, coupled with the increased opportunities and employment benefits provided through education, provides the basis for this training program.

Program Overview: The Bilingual Bicultural Transición Program is designed to provide intensive training in English proficiency, personal and cultural awareness, computer literacy, and career and employment exploration to dislocated Hispanic workers and other Hispanic individuals who aspire to enroll in a professional-technical certificate or degree program which leads to living wage employment or for completion of the GED (High School Equivalency Exam).

Program Options: Students may be placed directly into a training program, co-enrolled in Transición and a training program, enrolled in Transición and the basic skills program, or advised to enroll in ESL (English as Second Language) and basic skills only, dependent on assessed scores on the basic skills test.

Entrance Requirements: Scores on a standardized test will determine academic placement into the program.

TRAN 095 Career and Life Planning 3 Credit(s)

This course assists students in developing educational plans and selecting/investigating vocational areas of interest. Emphasizes helping students with developing an individual plan of action, accessing financial assistance, completion of financial assistance forms, development of the "Transition Plan for Success," and preliminary selection of a vocational-technical area of interest.

Turf Equipment Service Technician

Faculty Advisor:

George Klein

509.527.3673

george.klein@wwcc.edu

Industry Description: The growth and expansion of the home and recreation industries nationwide have created a growing need for qualified technicians to service and maintain equipment specific to this industry. Opportunities abound for technicians in various settings including golf courses, landscaping businesses, parks and recreation departments, rental outfits, dealerships, and consumer equipment.

Program Overview: The Turf Equipment Service Technician program was developed in response to the growing demand of the outdoor power equipment and turf industries. Today's highly technical, electronically controlled and electro-hydraulic operated equipment makes it necessary to receive adequate and specialized training. The training focus is on technical knowledge and mechanical skills required to service, repair, and test today's sophisticated golf course and commercial turf mowers. Coursework is completed through labs, lectures, internships, and shop experience. Program content and relevance are maintained with input from a regional advisory committee, national accreditation, and DACUM research. Equipment and training materials are provided by

cooperation with dealerships, national manufacturers, and the local community. The instructor possesses an advanced degree, receives ongoing training from manufacturers and dealerships, and maintains a variety of certifications in outdoor power equipment.

Program Options: Students have two options for completing the program. A one-year program offers a Certificate in Outdoor Power Equipment. This track includes a one-quarter paid internship. Completion of two additional quarters offers an Associate of Applied Arts and Sciences Degree as a Turf Equipment Service Technician. Tech Prep opportunities exist between this program and many high schools.

Entrance Requirements: It is recommended that students begin the core sequence during fall quarter; however with instructor permission it is possible to begin other quarters. There are no prerequisites, although sufficient reading level and math skills, along with some mechanical aptitude are important factors in the successful completion of this program.

Other Information: For additional program information including regional employment data, completion rates, student characteristics, and employment see <http://www.wtb.wa.gov/etp>.

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Turf Equipment Service Technician

This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Please check with your advisor prior to any substitutions.

Core courses must be taken in sequence. This does not apply to recommended and/or related instruction. For the current course sequence, refer to the following web site: <http://www.wwcc.edu/programs/proftech/turfequip/requirements.cfm>

Note: Required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications

(R) - Human Relations

(M) - Computation / Mathematics

(J) - Job Seeking Skills

(L) - Leadership

Certificate (126C)

First Year

Quarter One

Credits

TST 151, Shop Fundamentals	3
TST 155, Basic Engine Principles	12-17
TURF 101, Turf Equipment Operations I	3
OCSUP 102, Oral Communication in Workplace (O)**	3
Total Credits	21-26

Quarter Two

Credits

TST 156, Electrical Principles	12-17
TURF 102, Turf Equipment Operations II	3
WELD 141, Welding Basics (Recommended)	4
OCSUP 106, Applied Mathematics (M)**	5
Total Credits	24-29

Turf Equipment Service Technician

Quarter Three	Credits
TST 120, Shop Management	3
TST 125, Paints and Painting	2
TST 157, Hydraulics and Powertrains	12-17
TST 299, Principles of Leadership (L)**	1
OCSUP 103, Job Seeking Skills (J)**	3
Total Credits	21-26
Year-One Total	66-81

Quarter Four (typically Summer)	Credits
TST 191, Co-op Education	15
TST 192, Turf Equipment Seminar	1
Total Credits	16

Degree (126)

Second Year

Quarter Five	Credits
TST 255, Advanced Diesel and Electrical	17
WRITE 100, Applied Writing (W)**	3
Total Credits	20

Quarter Six	Credits
TST 256, Advanced Hydraulics and Reels	17
PSY 111, Effective Interpersonal Relations (R)**	3
Total Credits	20
Year-Two Total	56
Total Credits	122 - 137

A certificate is available upon completion of the year-one requirements. A minimum of 9 credits of related instruction is required for certificate.

When course credits are indicated as variable, students are encouraged to register for the maximum credit. This is the level recommended for effective employment preparedness.

Strongly recommended for work beyond entry level: WELD 141.

*** The following courses meet the related instruction requirements of this program (one class per category required):*

(W) – BA 137, ENG 100, ENG 101

(O) – OCSUP 100, OCSUP 102

(M) – BA 112, OCSUP 106, MATH 049 or higher

(L) – TST 299

(R) – OCSUP 101, PSY 101, PSY 111

(J) – AGPR 100, OCSUP 103

TST 120 Shop Management 3 Credit(s)
This course focuses on setting up and maintaining effective shop record systems, tool, parts, equipment ordering, and overall shop maintenance and layout.

TST 125 Paints and Painting 2 Credit(s)
This course focuses on equipment, materials, techniques, and practices required for painting and conditioning turf equipment.

TST 151 Shop Fundamentals 3 Credit(s)
This course covers introducing, perfecting, and evaluating basic safety and shop skills necessary for the successful turf equipment manager. Instruction and shop performance exercises in safety; hand and machine tool operation, use, and maintenance; hardware identification; and other basic shop skills.

TST 155 Basic Engine Principles 1-17 Credit(s)
This course covers principles of mechanics pertaining to outdoor power equipment. Topics include: routine maintenance procedures, two- and four-cycle gasoline engine repair, and diagnostics.

TST 156 Electrical Principles 1-17 Credit(s)
This covers basic electrical systems with emphasis on fundamentals, component repair and diagnostics, troubleshooting, and electro-hydraulic theory. Rotary mowing systems repair and adjustment will also be covered.

TST 157 Hydraulics and Powertrains 1-17 Credit(s)
This course covers basic hydraulic and power train fundamentals, component repair, and diagnostics. Topics will also include: troubleshooting, including hydrostats, transaxles, clutches, brakes, and drive axles. Prerequisite: TST 156 or instructor permission.

TST 191 Cooperative Education 1-20 Credit(s)
Students are placed on the job designed to reinforce related classroom instruction. Students get a feel for the everyday aspect of the industry, refine work ethics, and explore future career interests.

TST 192 Turf Equipment Seminar 1-2 Credit(s)
Students explore ethics and work environment as related to cooperative education.

TST 199 Turf Special Topics 1-15 Credit(s)
Students acquire additional lab work experience in a supervised shop setting. Area of study is arranged between student and instructor. Students perform hands-on tasks and live work on turf related equipment. Offered by instructor permission.

TST 252 Turf Equipment Maintenance & Repair 3 Credit(s)
A combination of lecture and lab, gives students a basic knowledge in gas and diesel engines, electrical, power trains, and hydraulics allowing them to do simple tune-up and repairs and to be better operators.

TST 255 Advanced Diesel and Electrical 1-17 Credit(s)
This course offers in-depth information on theory, operation, and service procedures necessary to maintain modern compact diesels used in compact tractor and turf equipment. Topics include: electro-hydraulics, computer controls, and in-depth trouble shooting as it pertains to compact and commercial equipment. Prerequisite: TST 157.

TST 256 Advanced Hydraulics and Reels 1-17 Credit(s)
This course offers an in-depth study of advanced hydraulic systems, servo controls, and hydraulic clutch packs emphasizing hands on testing and diagnosing. An in-depth look at different reel products available, different grinding techniques, and rebuilding procedures. Directed toward a golf course technician. Prerequisite: TST 255.

TST 299 Principle of Leadership 1 Credit(s)
This course is designed to encourage students to develop an awareness of their leadership potential and abilities through small group discussions and assumption of leadership roles and responsibilities. Students will acquire information, experience diverse points of view, construct knowledge and practice a variety of interpersonal and social skills, such as communicating, goal-setting, decision making, team building, and managing stress.

Turf Management

Faculty Advisor:

Bill Griffith

509.527.4269

bill.griffith@wwcc.ctc.edu

Industry Description: The turf management industry has shown a steady growth rate, and job opportunities for trained turf professionals are expanding. The turf management sector employs individuals to become grounds keepers, golf course maintenance supervisors, parks grounds supervisors, sports field supervisors, turf landscape technicians, turf grass specialists, and sod farm managers.

Program Overview: Turf Management emphasizes equipment operation and maintenance, irrigation system installation, repair and maintenance, and turf grass application, installation, and management. Two quarters of internship work experience combine classroom instruction with field experience to provide direct hands-on application of the materials studied. These objectives are accomplished with lecture/discussion periods, lab exercises, and field trips. Some courses are offered via distance delivery for students not able to attend on campus at the time courses are offered. Program content and relevance are maintained with input from a regional advisory committee, national and state skill standards, and DACUM research. Department faculty have education and extensive industry experience in their subject area and frequently attend conferences and workshops to update their knowledge of the industry.

Program Options: Students can choose between a degree or certificate option. The Associate in Applied Arts and Sciences Degree in Turf Management is a technical degree awarded at the completion of the 18-month program of study. Graduates of this program may find employment as assistant golf course superintendents, assistant sports turf managers, landscape maintenance and construction crew supervisors, parks department grounds keepers, and school district grounds keepers. The Turf Technician Certificate is a technical certificate awarded at the completion of a nine-month program of study. Graduates of this program may find employment as turf technicians at a golf course, sports turf complex, parks department, school district grounds, landscape maintenance and construction company, or sod farm.

Entrance Requirements: Students are encouraged to begin their course of study during fall quarter. Exceptions are allowed for a winter quarter beginning. Students wishing to begin study in the program should complete a placement test offered by the student development center at Walla Walla Community College. No prerequisites exist.

Other Information: The Turf Management Program is part of the Tech-Prep consortium in the State of Washington. Tech Prep credits from specific high school studies can be awarded for selected courses. Contact a local school counselor or Walla Walla Community College for more information. Students considering transferring should consult with the advisor in the Turf Management department prior to taking courses for transfer credit. Program scholarships are available each year to assist students. Contact the program advisor to obtain an application. For additional program information including regional employment data, completion rates, student characteristics, and employment see <http://www.wtb.wa.gov/etp>. The Walla Walla Community College Turf Management Associate Degree is articulated with Washington State University's Bachelor of Science in Crop Science, Turf Grass Management option.

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Turf Management

This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Please check with your advisor prior to any substitutions.

Core courses must be taken in sequence. This does not apply to recommended and/or related instruction. For the current course sequence, refer to the following web site: <http://www.wwcc.edu/programs/proftech/turf/required.cfm>

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications

(R) - Human Relations

(M) - Computation / Mathematics

(J) - Job Seeking Skills

(L) - Leadership

Certificate (160C)

First Year

Quarter One	Credits
AGPR 114, Plant Science	3
AGPR 201, Basic Soil Science	5
WMGT 112, Irrigation Principles	5
SPCH 101, Fundamentals of Speech (O)**	3
TURF 101, Turf Equipment Operations I	3
TURF 122, Turf Maintenance Practices	3
Total Credits	22

Quarter Two

Quarter Two	Credits
AGPR 202, Soils Fertility and Management	5
WMGT 110, Lawn and Turf Irrigation	3
OCSUP 106, Applied Mathematics (M)**	5
TURF 102, Turf Equipment Operations II	3
TURF 215, Turf Diseases and Insects	3
Total Credits	19

Quarter Three

Quarter Three	Credits
TURF 191, Turf Cooperative Education I	16-20
TURF 192, Turf Co-op Seminar (R)**	2
Total Credits	18-22
Year-One Total	59-63

Quarter Four (typically Summer)

Quarter Four (typically Summer)	Credits
TURF 291, Turf Cooperative Education I	16-20
TURF 292, Turf Co-op Seminar (R)**	2
Total Credits	18-22

Degree (160)

Second Year

Quarter Five	Credits
AGPR 140, Agricultural Safety and Health	3
TURF 201, Turf Physiology	6
TURF 221, Landscape Maintenance and Construction	5
OCSUP 103, Job Seeking Skills (J)**	3
WRITE 100, Applied Writing (W)**	3
Total Credits	20

Turf Management

Quarter Six

Credits

AGPR 105, Weed Biology Identification	5
WMGT 225, Irrigation Design	6
TST 252, Turf Equipment Maintenance and Repair	3
TURF 211, Turf Management	5
TURF 231, Pesticide Licensing	3
TURF 299, Student Leadership (L)**	1
Total Credits	23
Year-Two Total	61-65
Total Credits	120-128

A certificate is available upon completion of the year-one requirements. A minimum of 9 credits of related instruction is required for certificate.

When course credits are indicated as variable, students are encouraged to register for the maximum credit. This is the level recommended for effective employment preparedness.

Classes in Spanish, Agri-Business, Agricultural Science, Civil Engineering Technology, Computer Technology, Turf Service Equipment Service Technician, and/or Water Management may be required to fulfill a student's areas of focus for the Turf Management Degree.

*** The following courses meet the related instruction requirements of this program (one class per category required):*

(W) – BA 137, WRITE 100, WRITE 110, ENG 100, ENG 101

(O) – SPCH 100, SPCH 101, OCSUP 100, OCSUP 102

(M) – BA 112, OCSUP 106, MATH 049 or higher

(L) – TURF 299

(R) – TURF 192, TURF 292

(J) – AGPR 100, BA 193, OCSUP 103, PSY 140

TURF 101 Turf Equipment Operations I 3 Credit(s)

This course covers the use, operation, and maintenance of turf equipment, including mower units, top dressers, soil aerators, trimmers, and miscellaneous turf equipment. Also provides a practical understanding of costing of equipment. Safety is emphasized.

TURF 102 Turf Equipment Operations II 3 Credit(s)

This course is a continuance of TURF 101, topics will include: work experience placement, equipment parts, tractors, replacement schedules, purchasing and leasing equipment, sprayers, and sprayer calibration.

TURF 121 Turf & Landscape Orientation 1-12 Credit(s)

This is a beginning course in maintenance and construction of turf and landscapes. Includes turf, flowers, shrubs, trees, planting preparation, material selection, mowing principles, watering principles, and an introduction to fertilizers.

TURF 122 Turf Maintenance Practices 3 Credit(s)

This course offers an introduction to methods used in maintenance of sports fields, parks, school grounds, and golf courses. Prepares students for cooperative work experience and for entry into the turf industry.

TURF 191 Turf Cooperative Education I 1-20 Credit(s)

Students are placed in on-the-job work experience and enrolled in a related job seminar (TURF 192). Students refine work ethics and explore future career interests.

TURF 192 Turf Seminar I 2 Credit(s)

This course reviews work ethics, job performance, and interpersonal work relationships as related to cooperative education.

TURF 201 Turf Physiology 6 Credit(s)

Introductory class on turf grass science. Covers turf grass physiology, plant physiology, turf grass identification, turf grass uses, cultivars, selection of grasses, turf fertilization and fertilizer selection, water needs of the grass plant and irrigation, future trends, and waste disposal methods.

TURF 211 Turf Management 5 Credit(s)

This course focuses on the fundamentals of turf management, operation, and performance in areas of budgeting, supervision, and communication skills. Includes assessment of field conditions, weather monitoring, and specialty turf management techniques.

TURF 215 Turf Diseases and Insects 3 Credit(s)

Introduction to identification, study of life cycles, and control of insects and diseases common to turf. Concentrates on fundamentals of entomology and plant pathology as well as specific problems and their controls on turf.

TURF 221 Landscape Maintenance & Construction 5 Credit(s)

Maintenance and construction of landscapes that include turf, flowers, shrubs, trees, fencing, and hard surfaces.

TURF 231 Pesticides Licensing 3 Credit(s)

Preparation for the state of Washington pesticide licensing exam.

TURF 251 Turf Management for Instructors 3 Credit(s)

Designed to train educators in teaching turf management to high school students. Covers fundamentals of turf equipment operation, careers in turf management, and turf physiology as well as preparation of lesson plans and developing teaching resources for turf management.

TURF 281 Turf Management Tech Prep II 2 Credit(s)

This course offers in-service training to high school turf management teachers. Fundamentals of turf equipment operation, careers in turf management, and turf physiology. Covers preparation of lesson plans and developing teaching resources for turf management.

TURF 291 Turf Cooperative Education II 1-20 Credit(s)

Students are placed in on-the-job work experience and enrolled in a related job seminar (TURF 292). Students refine work ethics and explore future career interests.

TURF 292 Turf Seminar II 1-2 Credit(s)

This course reviews work ethics, job performance, and interpersonal work relationships as related to cooperative education.

TURF 299 Student Leadership 1 Credit(s)

This course focuses on the student participation in the development of leadership skills. Students are required to participate in 20 hours of leadership activity.

Water Management

Faculty Advisors:

Greg Farrens 509.527.4250
Gerald Anhorn 509.524.4809

greg.farrens@wwcc.edu
gerald.anhorn@wwcc.edu

Industry Description: Knowledge of water management is important in the agriculture, turf maintenance, and landscape industries. The water management industry is experiencing a period of rapid technological advancement in labor saving and water conserving irrigation systems. Highly skilled technicians are required to design, install, operate and maintain these new technologies. Graduates of this program have been highly recruited, and job placement is exceptional.

Program Overview: Water Management is the application of irrigation principles and practices utilizing water and energy conservation methods to meet industry needs. Graduates of this program are highly recruited to design, sell, install, operate, maintain, manage, and/or service turf, landscape, and agricultural irrigation systems. The knowledge and skills required to perform these services are acquired through lecture/discussion sessions, lab exercises, live off-campus projects, and field trips. Some courses are offered via distance delivery for students not able to attend on campus or for continuing education. Program content and relevance are maintained with input from a skilled and diverse advisory committee, state skill standards, and DACUM research. The faculty have degrees in their subject area, actively work in the irrigation industry, and frequently attend workshops and conferences to update their knowledge.

Program Options: Water Management students can choose between three different options. The Associate in Applied Arts and Sciences Degree in Water Management is a technical degree awarded to the student at the completion of an eighteen-month program of study. Graduates of this program may find employment as designers, farm irrigation managers, salesmen, installation foremen, service technicians, water auditors, contractors, store managers, inside salespersons, or consultants. The Irrigation Technology Certificate is a nine-month certificate awarded to those who complete the first three quarters of the program. People with this credential can gain entry-level jobs in the industry. Students in both certificate and degree programs have the unique opportunity to participate in a paid work experience in spring and summer quarters of the program. The Center Pivot Troubleshooting Endorsement is a one-quarter certificate specifically focused on the operation, maintenance, and service of center pivots. Distance Learning classes are available as preparatory training for entry-level employees or as continuing education for those currently employed. Some classes are transferable to four-year universities. See an adviser for more information.

Entrance Requirements: It is preferred that students begin their course of study in the first two programs at the beginning of fall quarter; however, exceptions can be made. The Center Pivot Troubleshooting Endorsement is only offered in the winter quarter. Students wishing to begin study in the program should complete a placement test offered by the student development center at Walla Walla Community College. No other prerequisites exist.

Other Information: Program scholarships are available each year to assist students. Contact an adviser to obtain an application or for more information. For additional program information including regional employment data, completion rates, student characteristics, and employment, see <http://www.wtb.wa.gov/etp>.

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Water Management

This schedule lists courses required for degree completion but the actual order and specific coursework may vary depending on student placement, start date and quarter. Please check with your advisor prior to any substitutions.

Core courses must be taken in sequence. This does not apply to recommended and/or related instruction. The Water Management program normally begins in the fall quarter and completes winter quarter of the second year. Quarter three and quarter four are the spring and summer quarters.

For the current course sequence, refer to the following web site: <http://www.wwcc.edu/programs/proftech/irrigation/courses.cfm>

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications

(R) - Human Relations

(M) - Computation / Mathematics

(J) - Job Seeking Skills

(L) - Leadership

Irrigation Technology Certificate (130C)

First Year

Quarter One

Credits

WMGT 100, Orientation to Irrigation	3
WMGT 112, Irrigation Principles Theory	5
ELEC 131, Principles of Electricity	5
OCSUP 106, Applied Mathematics (M)**	5
Total Credits	18

Quarter Two

Credits

WMGT 110, Lawn and Turf Irrigation	3
WMGT 141, Irrigation Troubleshooting	6
WMGT 143, Turf and Landscape Troubleshooting	4
WMGT 172, Irrigation Blueprints	4
WMGT 220, Drip Irrigation (Odd Years) OR	3
WMGT 230, Water and Energy Conservation (Even Years)	3
WRITE 100, Applied Writing (W)**	3
Total Credits	23

Quarter Three

Credits

WMGT 191, Cooperative Training I	16-25
WMGT 192, Co-op Seminar I (R)**	2
Total Credits	18-27
Year-One Total	59-68

Water Management

Degree (130)

Second Year

Quarter Four (Summer)	Credits
WMGT 291, Cooperative Training II	16-25
WMGT 292, Co-op Seminar II (R)**	2
Total Credits	18-27

Quarter Five (Fall)	Credits
WMGT 241, Advanced Irrigation Systems	8
AGPR 201, Basic Soil Science	5
CET 223, Hydraulics	4
OCSUP 103, Job Seeking Skills (J)**	3
Total Credits	20

Quarter Six (Winter)	Credits
WMGT 221, Pump Applications	3
WMGT 225, Irrigation Design	6
WMGT 220, Drip Irrigation (Odd Years) OR	3
WMGT 230, Water and Energy Conservation (Even Years)	3
WMGT 299, Student Leadership (L)**	1
ELEC 181, National Electric Code	2
SPCH 101, Fundamentals of Speech (O)**	3
Total Credits	18
Year-Two Total	56-65
Total Credits	115-133

A certificate is available upon completion of the year-one requirements. A minimum of 9 credits of related instruction are required for the certificate.

When course credits are indicated as variable, students are encouraged to register for the maximum credit. This is the level recommended for effective employment preparedness.

Students may substitute ELEC 132, Principles of Electricity AC Application for ELEC 131, Principles of Electricity Theory.

*** The following courses meet the related instruction requirements of this program (one class per category required):*

(W) – BA 137, ENG 100, ENG 101, WRITE 100, WRITE 110

(O) – OCSUP 100, OCSUP 102, SPCH 100, SPCH 101

(M) – BA 112, OCSUP 106, MATH 49 or higher

(L) – WMGT 299, BA 192, PSCI 125

(R) – BA 157, OCSUP 101, PSY 101, PSY 111, WMGT 192, WMGT 292
 (*Both WMGT 192/WMGT 292 are required to satisfy this requirement)

(J) – AGPR 100, BA 193, OCSUP 103, PSY 140

WMGT 100 Orientation to Irrigation 3 Credit(s)
 Introduction to the fields of agriculture, turf, and landscape irrigation. Covers sprinkler and micro/drip irrigation systems, tools, equipment, and water issues.

WMGT 110 Lawn and Turf Irrigation 3 Credit(s)
 Study of the design and installation of lawn and turf irrigation systems. Covers site evaluation, valve and sprinkler selection, system design, controllers, and installation procedures.

WMGT 112 Irrigation Principles 5 Credit(s)
 This course is an overview to all the elements of irrigation and its industry. Includes irrigation methods, efficiencies, equipment, and their relationships to soils and plants.

WMGT 141 Irrigation Troubleshooting 6 Credit(s)
 A course designed to train people to troubleshoot irrigation system problems with an emphasis on center pivots. Analysis of mechanical, electrical, and hydraulic systems.

WMGT 142 Center Pivot Troubleshooting 4 Credit(s)
 A course designed to train people to troubleshoot center pivots. Analysis of mechanical, electrical, and hydraulic systems.

WMGT 143 Turf and Landscape Troubleshooting 3 Credit(s)
 This course is designed to focus on troubleshooting irrigation systems, with an emphasis on turf and landscape areas. Mechanical, electrical and hydraulic systems will be analyzed. Prerequisite: WMGT 110.

WMGT 172 Irrigation Blueprints 4 Credit(s)
 This course offers an introduction to drafting and irrigation nomenclature, symbols, schematics, and blueprints. Development of drawing skills and interpretation of drawings.

WMGT 191 Cooperative Training I 1-25 Credit(s)
 A course designed to get students into the workforce for hands-on training in the irrigation industry with a formal training period agreed upon by the student, employer, and instructor. A minimum of 1000 hours of work is required to graduate with comparable wages earned for work accomplished.

WMGT 192 Cooperative Seminar I 2 Credit(s)
 A seminar for students in cooperative training. Human relationships in the work world are analyzed and explored.

WMGT 199 Special Problems 1-6 Credit(s)
 This course is designed to provide specialized training in the irrigation industry. Individualized topics and training are developed on a student-by-student basis.

WMGT 220 Drip Irrigation 3 Credit(s)
 Introduction to drip irrigation concepts, methods, and components. Basic drip system maintenance, troubleshooting, and design are performed.

WMGT 221 Pump Applications 3 Credit(s)
 This course offers an analysis of pump classes and types, selection, and application. Includes pump curves, system curves, suction characteristics, piping systems, and pump panel electrical wiring.

WMGT 225 Irrigation Design 6 Credit(s)
 This course covers the development of total hydraulic, electrical, and mechanical irrigation design of agriculture and turf systems. Pumps, piping, valves, and sprinkler types are selected and made into complete designs.

WMGT 230 Water and Energy Conservation 3 Credit(s)
 This course offers an analysis of techniques used in the irrigation industry to reduce water and/or energy consumption. Water application methods and low-pressure systems are targeted.

WMGT 241 Advanced Irrigation Systems 8 Credit(s)
 Implementation of previously learned irrigation skills. Practice in troubleshooting techniques, equipment installation, operation and maintenance, and management skills.

WMGT 291 Cooperative Training II 1-25 Credit(s)
 A course designed to get students into the workforce for hands-on training in the irrigation industry with a formal training period agreed upon by the student, employer, and instructor. A continuation of WMGT 191.

Water Management/Welding

WMGT 292 Cooperative Seminar II 2 Credit(s)
A seminar for students in cooperative training. Explores customer relations and staff problem solving.

WMGT 299 Student Leadership 1 Credit(s)
A course designed to show forms and acts of leadership. Students develop and document their own leadership skills.

Welding

Faculty Advisor:
Michael Haggard 509.527.4219 michael.haggard@wwcc.edu

Industry Description: The demand for qualified welders is increasing steadily as the industry strengthens certification requirements and improves construction standards. Welding students train and learn to meet the certification requirements of manufacturing and construction industries as well as exploring many career alternatives related to the welding industry.

Program Overview: Certified welding facilities, qualified instructors, and state-of-the-art welding equipment provide students the opportunity to become certified in many welding processes. Technical training complies with the American Welding Society standards, increasing the students' understanding of welding, employers' expectations, and the ability to compete in the employment marketplace. Local, regional, and national employers in the welding industry provide input supporting the welding curriculum along with active advisory committee assistance. Process certifications available include plate and pipe welding using shielded metal arc, gas metal arc, and gas tungsten arc welding. Training includes oxyacetylene cutting and welding, brazing, soldering, blueprint/layout standards and methods, welding procedures specifications, testing methods, quality control, metallurgy, and safe work practices.

Program Options: Upon completion of a welding certification test, students are issued certificates documenting the scope of the welder's qualification(s). A separate one-year certificate is available upon successful completion of the first year of instruction in the welding program. Students graduate with an Associate of Arts in Applied Science degree in welding when program requirements are satisfied. Requirements include welder certification in at least three processes.

Entrance Requirements: Students are required to complete basic skills testing (ASSET or COMPASS exams) to assist in proper placement in related instruction courses. Students are expected to be determined, ambitious, self-starters, able to work independently or in a group, and accepting of supervision. Personal safety equipment is required for any welding class (varies in the \$50-\$200 range).

Other Information: For additional program information including regional employment data, completion rates, student characteristics, and employment see <http://www.wtb.wa.gov/etp>.

Schedule for Degree Completion:

Associate in Applied Arts and Sciences Degree in Welding

The curriculum is structured to prepare students for three performance certification requirements that meet WABO, AWS and/or ASME standards. These certifications are required for completion of the AAAS in Welding.

This schedule lists all courses required for degree completion, but actual order and specific coursework may vary depending on student placement, start date and quarter. Please check with advisor prior to any substitutions.

Core courses are available each quarter but must be taken in sequence. This does not apply to recommended and/or related instruction. For the current course sequence, refer to the following web site: <http://www.wwcc.edu/programs/proftech/welding/requirements.cfm>

The required related instruction is noted in bold print. The letter in parentheses indicates which category of related instruction is represented by the given course as follows:

(W) - Written Communications (O) - Oral Communications
(R) - Human Relations (M) - Computation / Mathematics
(J) - Job Seeking Skills (L) - Leadership

Certificate (814C)

First Year

Quarter One	Credits
WELD 151, Basic Oxy/Acet Cutting and Welding	16-21
OCSUP 106, Applied Mathematics (M)**	5
Total Credits	21-26

Quarter Two	Credits
WELD 152, Shielded Metal Arc Welding	16-21
WRITE 100, Applied Writing (W)**	3
Total Credits	19-24

Quarter Three	Credits
WELD 153, Advanced Shielded Metal Arc Welding	16-21
OCSUP 101, Job Psychology (R)**	3
CET 149, Blueprint Reading	4
Total Credits	23-28
Year-One Total	63 - 78

Degree (814)

Second Year

Quarter Four	Credits
WELD 254, Shielded Metal Arc Certification	16-21
OCSUP 102, Oral Communications in Workplace (O)**	3
Total Credits	19-24

Quarter Five	Credits
WELD 255, Gas Tungsten Arc Welding	16-21
OCSUP 103, Job Seeking Skills (J)**	3
Total Credits	19-24

Welding

Quarter Six

Credits

WELD 256, Gas Metal Arc Welding	16-21
OCSUP 299, Principles of Leadership (L)**	1
Total Credits	17-22
Year-Two Total	55 - 70
Total Credits	118 - 148

A certificate is available upon completion of the year-one requirements. A minimum of 9 credits of related instruction is required for the certificate.

When course credits are indicated as variable, students are encouraged to register for the maximum credit. This is the level recommended for effective employment preparedness.

*** The following courses meet the related instruction requirements of this program (one class per category required):*

(W) – BA 137, ENG 100, ENG 101, WRITE 100, WRITE 110

(O) – SPCH 100, SPCH 101, OCSUP 100, OCSUP 102

(M) – BA 112, OCSUP 106, MATH 49 or higher

(L) – OCSUP 299, BA 192, PSCI 125

(R) – BA 157, OCSUP 101, PSY 101, PSY 111

(J) – OCSUP 103, AGPR 100, PSY 140

WELD 110 Art Welding 1-4 Credit(s)

This course is designed to teach students the necessary skills in welding processing and applications for hobby or personal projects. Students may select which process they wish to focus on and may change as desired. Some equipment will be needed depending on the processes to be covered.

WELD 141 Welding Basics 4 Credit(s)

An opportunity to select customized welding process instruction for application training, industry practices, hobby uses, or skill development to meet employer/employment requirements.

WELD 145 Basic Welding I 7 Credit(s)

This course covers welding, cutting, and grinding procedures used for general welding applications. Topics will include: fuel gas welding, brazing, cutting, shielded metal arc welding, gas metal arc welding, plasma arc cutting, carbon arc gouging, and abrasive grinding.

WELD 146 Basic Welding II 7 Credit(s)

Provides the experienced welder additional training on student selected welding processes. Prerequisite: WELD 145.

WELD 147 Basic Welding III 7 Credit(s)

Provides the experienced welder additional training on student selected welding processes. Prerequisite: WELD 146.

WELD 151 Welding Oxy-Fuel Cutting and Welding 1-21 Credit(s)

Entry-level student training in safe practices of fuel gas cutting/welding and arc welding. Includes equipment operation, industry practices, arc welding fundamentals, material preparation methods, basic electricity, metals and electrodes, shop work ethics, and layout procedures.

WELD 152 Shielded Metal Arc Welding 1-21 Credit(s)

Introductory training in safe and proper SMAW arc welding procedures and techniques will be covered. Topics will include: arc welding equipment setup, E-6010 electrode practice, shop work practice, demonstrations, and classroom presentations. Prerequisite: WELD 151 or instructor permission.

WELD 153 Shielded Metal Arc Welding (advanced) 1-21 Credit(s)

Additional experience and training in safe arc welding procedures and the opportunity to take AWS certification tests. Prerequisite: WELD 152 or instructor permission.

WELD 157 Welding Special Projects 1-5 Credit(s)

This course provides an opportunity to gain experience and improve welding skills through practical application efforts on instructor approved custom projects. Instructor assistance in skill development and/or welding knowledge is provided, and a contract is required to establish goals and timelines for satisfactory completion. Prerequisite: Instructor permission.

WELD 191 Welding Skills Development I 1-21 Credit(s)

This course is designed to provide students variable lab times and credits to meet individual requirements. A contract is developed with instructor to meet the students' needs. Grades and credits are received according to contract specifications and student accomplishments. This course is offered by instructor permission only.

WELD 254 Shielded Metal Arc Certification 1-21 Credit(s)

This course provides industry practices involving welder certification. Topics will include: welding procedures, specifications, preparation of test samples, testing, and acceptance standards. Prerequisite: WELD 153 or 163 or instructor permission.

WELD 255 Gas Tungsten Arc Welding 1-21 Credit(s)

This class covers Gas Tungsten Arc Welding (GTAW) processes on ferrous and nonferrous materials. Topics will include: safe and proper GTAW equipment setup requirements, process variables, material requirements, and welding procedures.

WELD 256 Gas Metal Arc Welding 1-21 Credit(s)

This class covers Gas Metal Arc Welding (GMAW) experience on ferrous and nonferrous alloys. Topics will include: welding equipment setup and safety procedures, welding practices and procedures for various applications, and equipment maintenance procedures.

WELD 265 Gas Tungsten Arc Welding 14 Credit(s)

This course will cover Gas Tungsten Arc Welding (GTAW) process on ferrous and nonferrous materials. Topics will include: safe and proper GTAW equipment setup requirements, process variables, material requirements, and welding procedures.

WELD 266 Gas Metal Arc Welding 14 Credit(s)

This course will cover Gas Metal Arc Welding (GMAW) experience on ferrous and nonferrous alloys. Topics will include: welding equipment setup and safety procedures, welding practices and procedures for various applications, and equipment maintenance procedures.

WELD 291 Welding Skills Development II 1-21 Credit(s)

This course is a continuation of WELD 191. It is designed to provide students variable lab time and credits to meet individual requirements. A contract is developed with instructor to meet the students' needs. Grades and credits are received according to contract specifications and student accomplishments. This course is offered by instructor permission only.

Women's Studies

Faculty Advisors:

Susan Palmer 509.527.4545

susan.palmer@wwcc.edu

Marleen Ramsey 509.527.4265

marleen.ramsey@wwcc.edu

The Women's Studies program offers students an opportunity to learn about the past and present achievements and experiences of women and to understand more clearly the decisive role that gender has played and continues to play in human societies. Women Studies is an interdisciplinary program which provides a frame of reference for understanding the contemporary and historical experience, roles, and contributions of both women and men.

Any student may take Women's Studies courses. Some students take a few courses to complement the curriculum in another major. Others choose to fulfill the requirements for a degree. Most Women's Studies courses are cross-listed in other disciplines and can only be counted for credit in one area.

WST 113 Human Sexuality 5 Credit(s)

Study of sexual facts, attitudes, morals, and behavior. Includes conception, contraception, sexually transmitted diseases, abortion, physiological and psychological aspects of sexual response, varieties of sexual behavior, exploration of sexual abuse and victimization, legal issues in sexuality, sexual ethics, and society's influence on sexuality and sex roles. COURSE FOR ADULTS—lectures and films may contain explicit language, sciences, nudity, and material. Prerequisite: READ 098 and ENG 101. High school students need written permission from parents to enroll in class. Cross-listed as PSY 113.

WST 121 Biology of Women 3 Credit(s)

This course is designed to examine biological issues related to the distinctive anatomical and physiological characteristics and qualities of women. Student may not earn credit for both WST 121 and BIO 121.

WST 139 Psychology of Women 3 Credit(s)

A course based on the historical and cultural development of women. Social and psychological perspectives of female identity, traditional and nontraditional roles, values, sexuality, dependency, and the changing perception of femininity and masculinity will be examined. Student may not earn credit for both WST 139 and PSY 139.

WST 200 Introduction to Women's Studies 5 Credit(s)

An analysis of the construction and enforcement of gender differences and inequalities, studied from a multidisciplinary and multicultural perspective. Emphasis on the intersection of ethnicity, nationality, class, and gender in women's lives, and how these intersecting constructs impact women's past, present, and future contributions.

WST 220 Gender and Society 5 Credit(s)

Gender is a central feature of social life. This course will enhance students' recognition of the pervasiveness and complexities of a sex and gender "system," predominantly focusing on our own society. We will explore gender on three levels: 1) as a system of social relationships in which gender interfaces with, and influences

institutional structures; 2) as what people "do" in social interactions; and 3) as an attribute by individuals for self-identification. Student may not earn credit for both WST 220 and SOC 220.

WST 251 Voices of Women in Literature 5 Credit(s)

A survey of selected women writers across time and cultures. Student may not earn credit for both WST 251 and LIT 251.

WST 280 Women in U.S. History 5 Credit(s)

Survey of the significant contributions of women to the growth and development of the United States from the early Native American societies to the present. The course will examine pioneering individuals and organizations, relevant legal, social, moral political, economic, and religious issues concerning women in American society. Student may not earn credit for both WST 280 and HIST 280.

Writing

Writing courses provide instruction in specialized modes of written communication. These classes, which supplement and expand the freshman English sequence, are of special interest to students enrolled in technical and scientific programs as well as those interested in learning the techniques of writing fiction and poetry.

WRITE 100 Applied Writing 3 Credit(s)

A course designed to give vocational students writing skills that will be useful to them in the career market. Assignments include memos, letters, and short reports. Students will acquire basic computer skills, and will learn to proofread and edit their own texts.

WRITE 110 Technical Writing 3 Credit(s)

Students learn how to outline material and write technical description, sets of instructions, job application letters/resumes. In addition, they are assigned a semiformal scientific/technical report. Prerequisite: Placement on entrance exam.

Faculty, Administrators & Support Staff

Adams, Jeffrey

Instructor, Spanish

B.A., *Eastern Oregon State College*; M.A., *University of Washington*

Adams, Michael D.

Instructor, Automotive Technology

A.A.A.S., *Wyoming Technical Institute, Inc.*

Adamski, Kathleen Martin

Instructor, Nursing

B.S.N., *Western Washington University*; M.N., *University of Washington*

Alves, Edward

Assistant Director of Correctional Education, Washington State Penitentiary

B.S., *Arizona State University*

Anderson, David

Instructor, Auto Body Repair Technology

A.A.A.S., *Walla Walla Community College*

Anderson, Myles

Director, Institute for Enology and Viticulture

B.S., *Bloomsburg University*; M.S., *Bucknell University*; Ed.D., *University of Wyoming*

Andrews, Linda

Instructor, English/Speech

B.A., *Michigan State University, East Lansing*; M.F.A., *University of Washington*

Anhorn, Gerald

Interim Vice President of Student Services

A.B., *Whitman College*; M.Ed., *Eastern Washington University*; Ed.D., *Washington State University*

Anthony, Lynn E.

Instructor, Information Technology Certificate; Coyote Ridge Correction Center

B.S., *University of California, Riverside*

Bailey, David

Instructor, Agricultural & Diesel Mechanics

Vocational Technical Certificate

Baker, Forrest R.

Network Administrator

B.A., *Walla Walla College*

Barker, Teri

Counselor, Child Care Resource & Referral Services

Certificate, Walla Walla Community College

Becker, Robert L.

Instructor, Nursing

A.D.N., *Walla Walla Community College*; B.S.N., *University of the State of New York*; M.N., *University of Washington*

Benefiel, Gary

Instructor/Advisor, Alternative Education Program

B.A., M.A., *Washington State University*

Bennett, Carol

Coordinator, Student Services, Clarkston Center

B.S., M.S., *University of Idaho*

Biagi, Dan

Instructor, Business Administration; Department Leader

A.A., *Spokane Falls Community College*; B.A., M.A., *Eastern Washington University*

Biddiscombe, Jeff

Instructor, Carpentry, Washington State Penitentiary

Vocational Technical Certificate

Blackaby, Sandra

Vice President of Instruction/Chief Instructional Officer

B.A., M.L.S., *University of Oregon*; Ed.D., *Washington State University*

Blasey, Barbara

Instructor, Mathematics and Civil Engineering Technology, Clarkston Center

A.A., B.S., Ph.D., *University of Nevada-Reno*

Bloomer, Ciaran

Instructor, Computer Technology

B.Sc., M.Sc., *University of London*; M.Sc., *University of Manchester*

Bogard, Ann

Instructor: Reading, Study Skills

B.A., *University of Northern Colorado*; M.A., *Walla Walla College*

Boone, John D.

Instructor, Information Technology Certificate; Washington State Penitentiary

A.A., *Orange Coast Community College*; B.A., *Whitman College*

Boutz, Timothy

Instructor, Basic Skills, Washington State Penitentiary

A.A., *Walla Walla Community College*; B.A., *Whitman College*; M.A., *Northern Arizona University*

Brennan, Melinda

Program Coordinator/Instructor, Early Childhood and Educational Support Programs; Department Leader

B.A., *Eastern Washington University*; M.A., *Pacific Oaks College*

Brooks, Patricia A.

Instructor, Basic Skills; Washington State Penitentiary

B.S., M.Ed., *Western Oregon University*

Bunt, Laura D.

Advisor, Educational Talent Search Program

B.A., M.Ed., *Eastern Washington University*

Buttice, Kristi M.

Retention Specialist, Student Development Center

A.A., *Walla Walla Community College*; B.A., *Eastern Washington University*; M.S.W., *Walla Walla College*

Faculty, Administrators & Support Staff

Carroll, Jane

Instructor, Office Technology, Coordinator, Allied Health and Continuing Education, Clarkston Center
B.S., M.Ed., *Illinois State University*

Chacon, Victor

Director, Multicultural Services; Instructor
B.Mus., *University of Texas—El Paso*; M.Mus., *University of Texas*; D.M.A., *University of Washington*

Charman, John

Men's and Women's Soccer Coach; Sports Information Director; Intramural Coordinator; Instructional Technician
B.S., *Dalhousie University*; M.Ed., *Idaho State University*

Clarke, Stanley

Viticulture Program Coordinator/Instructor
B.S., *United States Air Force Academy*; B.S., *University of California—Davis*; MIT, *Washington State University*

Connerly, Christina

Coordinator, Families That Work Program

Cooper, Sarah Jean

Instructor, Nursing
Diploma, *Sacred Heart School of Nursing*; B.S.N., *Pacific Lutheran University*; M.N., *University of Washington*

Cottingham, Charles

Coordinator, Special Projects
A.A., *Graceland College*; B.S., M.S., *Central Missouri University*

Coulston, Cullen

Instructor, John Deere Agricultural Technology
A.A.A.S., *Walla Walla Community College*

Cudney, Charles

Instructor, Writing Center
A.B., *Whitman College*; M.A., *University of Chicago*

Cummins, L. Michael

Men's Baseball Coach/Advisor
A.A., *Monterey Peninsula College*; B.A., *Santa Clara University*

Daly, Ann

Director, Library Services
B.A., M.A., *University of Kansas*; M. Libr., *University of Washington*

Dankel-Ibáñez, Andrew D.

Director, Educational Talent Search
B.A., *Gonzaga University*

Devary, Cindy

Administrative Assistant to the Vice President of Instruction and Chief Instructional Officer

Dinkmeier, Carolyn

Instructor, Nursing
B.S.N., *Walla Walla College*; M.N. *Washington State University*

Drabek, Jane

Instructor, Transitional Studies, Learning Disabilities Coordinator
B.S., *University of New Mexico*; M.Ed., *University of Arizona*

Echtenkamp, Les

Instructor, John Deere Agricultural Technology
A.A.S., *Northeast Technical Community College*; B.A., *Wayne State College*; Vocational Technical Certificate

Emigh, Jill

Director, Student Support Services (TRIO)
B.A., *Whitman College*; M.S., *Washington State University*

Engler, Jeff

Instructor, Farriery
B.S., *Montana State University*; C.J.F., *American Farrier Association*

Farrens, Greg

Instructor, Water Management; Department Leader
B.S., *Washington State University*

Ferguson, Daniel S.

Instructor, Basic Skills; Ahtanum View Correctional Complex
B.A., M.S., *Loma Linda University*

Fisher, Wallace R.

Instructor, Information Technology Certificate; Washington State Penitentiary
A.A., A.A.S., *Walla Walla Community College*; B.T., *Christian Life School of Theology*

Fitzsimmons, Billie

Coordinator, Allied Health and Safety Education
A.A., *Walla Walla Community College*; B.A., *Eastern Washington University*

Fogg, Davina

Vice President of Financial Services
B.S., *Walla Walla College*; CPA

Fogg, Joyce E.

Interim Director, Transitional Studies
B.A., *Albertson College of Idaho*; M.A.T., *School for International Training*

Fortney, Maury

Instructor, Civil Engineering Technology
B.S., *Portland State University*; P.E., *State of Washington, Oregon and Idaho*

Gaffrey, James

Instructor, Barbering, Washington State Penitentiary
Vocational Technical Certificate

Gallagher, Andrew

Instructor, Basic Skills, Washington State Penitentiary
B.S., M.S.Ed., *Northern Illinois University*; M.A. *University of Oregon*

Galusha, Marilyn

Director, Nursing Education
B.S., *Walla Walla College*; M.S., *Andrews University*

Faculty, Administrators & Support Staff

Gerke, William D.

Instructor, Basic Skills; Washington State Penitentiary
A.A., Skagit Valley College; B.A., Western Washington
University

Gleason, Connie R.

Instructor, Information Technology Certificate; Washington
State Penitentiary
A.A.A.S., Walla Walla Community College; Vocational
Technical Certificate

Greene, Robin

Instructor, Mathematics and Computer Technology
B.S., Western Oregon State College

Greenville, Lisa

Instructor, Business Administration and Office Technology,
Clarkston Center
B.A., Eastern Washington University; M.Ed., University of
Idaho

Griffith, William

Instructor, Turf Management
Certificate, Portland Community College

Gustafson, Devon B.

Director, Clarkston Center
B.A., M.A., Western Washington University

Haggard, Michael

Instructor, Welding Technology
A.A.S., Columbia Basin College; C.W.I., C.W.E., American
Welding Society

Hajduk, Loren E.

Counselor/Instructor, Student Development Center
B.G.S., Chaminade University of Honolulu; M.A., University
of Northern Colorado

Hammond, Ron

Instructor, Business, Accounting, and Economics, Washington
State Penitentiary
A.A.A.S., Green River Community College; B.A., M.B.A.,
University of Puget Sound

Hansen, Chet

Coordinator, Institutional Planning and International Programs
B.S., M.S., Washington State University; Ph.D., The Ohio
State University

Harding, Larry C.

Instructor, Carpentry
Vocational Technical Certificate; Journeyman Carpenter

Hardy, Linda B.

Director, Resource Development
B.A., Willamette University

Harley, Ellen

Coordinator and Instructor, English as a Second Language
B.A., Washington State University; M.A., School for
International Training

Harwood, Alan

Instructor, Precision Machining Technology
A.A.S., Spokane Community College

Hatfield, Max L.

Instructor, Building Maintenance; Coyote Ridge Correction
Center
Vocational Technical Certificate

Haun, James W.

Lead Instructor, Automotive Technology
A.A.S., Columbia Basin College

Havens, Billie

Instructor, Transitional Studies, Clarkston Center
B.S., Western Oregon University; M.A.C.E., Washington
State University

Hays, Barbara

Instructor, Nursing Education, Clarkston Center
B.S.N., Washington State University; M.S.N., Andrews
University

Hays, Michael L.

WorkFirst Coordinator/Workforce Initiatives Coordinator
A.A., Walla Walla Community College; B.A., Eastern
Washington University

Hazeltine, Bobbi

Women's Basketball Coach
A.L.A., North Idaho College; B.S., M.Ed., University of
Idaho

Hiner, Grace E.

Instructor, Nursing
B.S.N., Walla Walla College; M.S.N., University of Texas
Health Science Center; Neonatal Nurse Practitioner, NCC
Certification; Pediatric Nurse Practitioner Advanced
Certificate, Hunter College

Hopkins, Karen

Program Coordinator, Families That Work, EvenStart, and
Family Literacy
B.S., Lewis-Clark State College

Howell, Christopher

Instructor, International Studies
B.A., M.A., University of Texas

Howell, Janice

Instructor, Cosmetology
A.A.A.S., A.A., Walla Walla Community College

Isakson, Gary A.

Instructor, Basic Skills; Coyote Ridge Correction Center
B.A., M.A., Eastern Washington University

Jacobsen, Nancy

Director, Alternative Education Program
B.A., Whitman College

Faculty, Administrators & Support Staff

James, Janice E.

Instructor, Basic Skills; Washington State Penitentiary
B.A., *University of Delaware*; M.A., *Rutgers University*;
Ph.D., *Indiana University*

Jaques, Carlos

Vocational Education, Special Populations/Transition Director
B.S., *Walla Walla College*; M.Ed., *Northwest Nazarene College*

Johnson, Terri

Director, Financial Aid
A.A., *Walla Walla Community College*; B.A., *Eastern Washington University*

Kepler, Phillip A.

Instructor, Carpentry, Clarkston Center
B.S., M.Ed., *University of Idaho*

Kiefel, Michael J.

Instructor, English and Literature
B.A., *Gonzaga University*; M.A., *University of Cincinnati*

Kjack, Jerry

Instructor, Agricultural Science; Department Leader
B.S., M.S., *Washington State University*

Klein, M. George

Instructor, Turf Equipment Service Technician
A.A.A.S., *Walla Walla Community College*; B.S., *Oregon Institute of Technology*

Knowles, Shareen

Instructor, Basic Skills, Washington State Penitentiary
B.A., *Western Washington University*; M.Ed., *Walla Walla College*

Kress, Nancy

Coordinator, Community Education
B.A., *Washington State University*

Krieger, Bill

Instructor, Humanities, Speech, and Literature; Division Chair
B.A., M.A., *Pacific Lutheran University*; Ph.D., *Washington State University*

Kruper, Jan C.

Coodinator of Testing/Advisor, Student Development Center
B.A., *Bucknell University*; M.A., Ph.D., *Clark University*

La Fran, Brad

Instructor, English Composition, Creative Writing, and Literature
B.A., *Eastern Oregon State College*; M.F.A., *Eastern Washington University*

Lane, Linda

Instructor, Business and Office Technology, Clarkston Center
B.S., *City University*; M.Ed., *University of Idaho*

Langrell, Ron

Vice President of Instruction
B.S., M.Ed., Sp.Ed., *University of Idaho*; Ph.D., *Florida State University*

Laski, Carole

Bookstore Manager

Lazich, Mark

Retention Specialist, Student Support Services (TRIO)
B.A., B.S., *University of Colorado*; M.S., *Southern Oregon University*

Leonetti, Irma

Executive Secretary to the President

Levens, Michael

Instructor, Health, Physical Education and Recreation
B.A., *Whitman College*; M.Ed., *Eastern Washington University*

Lindgren, Kathleen

Running Start/Transfer Coordinator
B.S., *Illinois State University*

Loseth, Lori

Instructor, Biology and Chemistry
B.S., *Nebraska Wesleyan University*; M.S., *Baylor University*

Lyons, Frank

Instructor, Accounting
B.A., *University of Texas*; M.B.A., *City University*

Lyons, Gerald P.

Instructor, Basic Skills; Washington State Penitentiary
B.A., *Washington State University*

Madsen, Sandra

Director, College Relations and Continuing Education
B.S., *Lewis-Clark State College*

Mahan, Krista

Instructor, Office Technology
B.S., M.Ed., *University of Idaho*

Mahan, Michael F.

Instructor, Science; Division Chair
B.S., M.S., *University of Idaho*

Matier, Bettye

Instructor, Office Technology
B.S., *North Carolina A & T State University*; M.A., *Eastern Washington University*

May, Steve

Instructor, Astronomy, Geology and Physics
B.S., *Western Washington University*; M.S., *Stanford University*

McCabe, Mauri

Advisor/Counselor for Transitional Studies, WorkFirst & Transci—n
B.A., *University of Illinois*; M.A., *Loyola University*

Faculty, Administrators & Support Staff

McConnell, Virginia

Instructor, English, Literature, and Speech, Clarkston Center
B.A., *College of St. Rose*; M.A., *Purdue University*; J.D.,
Golden Gate University

McFadyen, Carol

Instructor, Nursing, Clarkston Center
B.S.N., *Oregon Health Sciences University*; M.N., *University
of Washington*; Ph.D., *Washington State University*

Meliah, Sandra K.

Retention Specialist, Student Support Services (TRIO)
A.A., *Walla Walla Community College*; B.A., *Eastern
Washington University*; Ed.M., *Washington State University*

Miller, Don

Interim Director, Professional-Technical Education
B.S., *Oregon State University*; M.Ed., *Walla Walla College*;
Ed.Admin., *Lewis & Clark College*

Miltenberger, Chad

Vocational Advisor, Clarkston Center
B.S., *Lewis-Clark State College*; M.S., *University of Idaho*

Monacelli, Richard

Director, Business Development
B.A., *Fairhaven College*; B.A., M.B.A., *Western Washington
University*

Moramarco, Mike

Instructor, Agricultural Science
A.A., *Walla Walla Community College*; B.S., M.S.,
Washington State University

Moyer, Michael G.

Instructor, Enology and Chemistry
B.A., *University of Puget Sound*; M.S., *University of
California, Davis*

Norton, Daniel

Instructor, Auto Body Repair Technology
A.S., *Walla Walla Community College*

Olson, Malynda

Family Services Outreach Specialist, Clarkston Center

Owsley, Gary

Instructor, Mathematics
B.A., M.S., *Eastern Washington University*

Palmer, Susan

Instructor, Sociology; Division Chair
B.A., M.A., *University of Toledo*

Peery, Sandra

Family Services Outreach Specialist
B.A., *Warner Pacific College*; M.Ed., *Heritage College*

Peitersen, James

Instructor, History and Political Science
B.A., M.A., *Washington State University*

Peters, Stephen M.

Instructor, Business Administration/Business and Multi Media
A.A., *Ft. Steilacoom Community College*; B.A., M.A.,
Eastern Washington University

Peterson, James

Vice President of Administrative Services
B.S., M.A., *Washington State University*

Peterson, Susan R.

Instructor, Basic Skills; Coyote Ridge Correction Center
B.S., *Eastern Washington University*; M.Ed., *Heritage College*

Powers, Beth

Counselor
B.A., *Fairhaven College, Western Washington University*;
M.Ed., *University of Washington*

Quinn, Susan

Instructor, Business & Office Technology; Department Leader
B.A., M.Ed., *Eastern Washington University*

Ramsey, Marleen

Psychology Instructor
B.S., *Walla Walla College*; M.A., *Washington State
University*; Ph.D., *Gonzaga University*

Rasmussen, Lisa

Instructor, Art
A.A., *Walla Walla Community College*; B.A., *Whitman
College*; M.A., *Eastern Washington University*

Reiff, Nancy

Director of Human Resources
B.A., *Washington State University*

Reinland, Jeffrey

Athletic Director/Men's Basketball Coach
A.A., *Walla Walla Community College*; B.A., *Eastern
Washington University*; M.S., *Central Washington University*

Reller, Nancy

Training Coordinator, Center for Business & Professional Development
B.S., *Montana State University*

Rice, James

Reference Librarian
B.A., *Whitman College*; M.Libr., *University of Washington*

Richerzhagen, Theodore III

Instructor, Chemistry
B.S., Ph.D., *University of Washington*

Roberts, Jona

Assistant Director, Facility Services
B.A., *University of Washington*

Rosso, Gary L.

Educational Advisor/Liaison, Washington State Penitentiary
B.A., *Peru State College*; M.S., *Wayne State College*

Rostollan, Mike

Instructor, Professional Golf Management/Golf Coach
B.A., *Eastern Washington University*; PGA Golf Professional

Faculty, Administrators & Support Staff

Sachs, Julianne

Instructor, Mathematics

B.A., B.S., M.S., *Western Washington University*

Samitore, Wendy C.

Director, Student Development Center

B.A., *Western Oregon University*; M.T.E., *Eastern Oregon University*

Sampson, Gerald

Instructor, Computer Technology

A.S., *Blue Mountain Community College*; B.S., *Eastern Oregon University*

Schulz, Eric P.

Instructor, Mathematics; Mathematics Division Chair

B.S., *Seattle Pacific University*; M.S., *University of Washington*

Schwartz, Steve

Instructor, Mathematics

B.S., *University of Washington*; M.S.T., *Portland State University*

Semenko, Pavel

Equipment Job Shop Coordinator

Technical School Diploma, *Maicop P.T.S., Russia*; Certificate of Completion Auto Body Program, *Walla Walla Community College*

Sherman, Linda

Course Information Coordinator

A.A.S., *Columbia Basin College*; B.A., *Washington State University*; M.Ed., *Heritage College*

Shoemaker, Stephen R.

Instructor, Biological Sciences

B.S., *University of Puget Sound*; M.S., D.A., *Idaho State University*

Simon, Tom A.

Instructor, Music

B.A., *University of Washington*; M.A., *University of Michigan*

Small, Joe

Director of Education, *Washington State Penitentiary*

B.S., *Washington State University*; M.S., *University of Idaho*

Smelcer, LaDessa

Counselor, Students with Disabilities

B.S., *University of Idaho*; M.A., *Michigan State University*

Smiley, Jennifer

Instructor, Transitional Studies, Mathematics

A.A., *Blue Mountain Community College*; B.A., *Washington State University*; M.T.E., *Eastern Oregon State University*

Smith, Branetta

Instructor, Cosmetology

Vocational-Technical Certificate

Spencer, Cathey

Accounting Manager

Spiva, John

Instructor, Criminal Justice

A.A., *Santa Rosa Junior College*; B.A., *Sonoma State University*; M.S., *Western Oregon State College*

Staudenmaier, Mike

Women's Softball Coach, Athletic Trainer, Sports Equipment Manager, Physical Education and Recreation Instructor

A.A., *Walla Walla Community College*; B.A., *Whitworth College*

Stevens, Mindy

Workforce Effectiveness Center Specialist

B.A., M.Ed., *Washington State University*

Stevenson, Cindy

Instructor, Psychology, *Washington State Penitentiary and Main Campus*

B.A., *Whitman College*; M.A., *City University*

Storms, William L.

Director, Technology Services

A.A., *Centralia College*; B.A., *Eastern Washington University*

Stratton, Jon

Instructor, Philosophy; Humanities Division Chair

B.A., *College of Great Falls*; M.A., Ph.D., *Southern Illinois University*

Stutesman, Jennifer

Instructional and Technical Services Librarian

A.A., *Manatee Community College*; B.A., *University of Central Florida*; M.L.I.S., *University of Washington*

Taylor, Loretta D.

Instructor, Basic Skills; *Coyote Ridge Correction Center*

B.A., *Washington State University*

Toon, Timothy

Coordinator/Instructor and Division Chair, Health, Physical Education and Recreation/Volleyball Coach

B.S., *Brigham Young University—Hawaii*; M.Ed., *Stephen F. Austin State University*

Unck, Sue

Budget Manager

B.A., *Walla Walla College*

VanAusdle, Steven L.

President

B.S., M.S., *Washington State University*; Ph.D., *The Ohio State University*

van Dyke, Peter

Instructor, Biology

B.S., D.V.M., *Washington State University*

Wagoner, Sally K.

Registrar and Director, Admissions

B.A., *Whitman College*; M.Ed., *Walla Walla College*

Faculty, Administrators & Support Staff

Walk, Steven D.

Instructor, Culinary Arts and Food Service/Catering Manager
A.O.S., *Culinary Institute of America*; *Certified Executive Chef from American Culinary Federation*; *Certified ServSafe Instructor from the National Restaurant Association*

Walters, Richard

Instructor, Auto Body Repair Technology, Washington State Penitentiary
A.A., *USAFI at San Diego*; A.S.E. Master Technician Certification; *Auto Service Excellence Institute*; *ICAR-Master Technician Certification, Yavapai College*

Weldegaber, Kelati

Instructor, Custodial Services, Washington State Penitentiary
B.A., *University of Asmara, Ethiopia*

White, Kay

Coordinator, Worker Retraining
B.A., *Ft. Wright College*; M.A. *Eastern Washington University*

Wickline, Paul V.

Director and Instructor, Drama
B.A., *Western Washington University*; M.Ed., *Central Washington University*

Wierman, Donna M.

Manager, Education Paraprofessional/Parent Education Outreach
B.A., *Washington State University*

Wilde, Del

Instructor/Coordinator, John Deere Agricultural Technology; Department Leader
Vocational Technical Certificate

Willis, James F.

Coordinator, Tech Prep Articulation Programs
B.S., *Oregon State University*; M.S., *Purdue University*; Ed.D., *Oregon State University*

Winnett, Andy

Instructor, John Deere Agricultural Technology
A.A.A.S., *Walla Walla Community College*

Wisdom, Susan M.

Payroll Supervisor, Human Resources

You, Nanqi

Instructional Specialist
B.A., *Xi'an Foreign Languages University*; M.A., *Northern Illinois University*

- Support Staff -

Ackerman, Rhonda

Information Technology System Specialist I, Technology Services

Anderson, Brad

Information Technology Specialist II, Technology Services

Anderson, Michael

Maintenance Mechanic II, Facility Services

Aycock, Shirley

Program Assistant, Athletics/HPER
A.A., *Walla Walla Community College*

Baird, Diane

Accountant Senior, Business Services

Banks, Emily S.

Computer Labs Supervisor, Technology Services

Bellmore, Gail

Office Assistant III, Human Resources

Bertran, Fernando

Custodian, Facility Services

Boone, Gary L.

Buyer II, Purchasing Department
B.A., *Eastern Washington University*

Bradford, Lynn

Office Assistant II, Main Information Desk
A.A., *Walla Walla Community College*

Brown, Sharon L.

Program Coordinator, Financial Aid Office
A.A., *Walla Walla Community College*; B.A., *Eastern Washington University*

Bush, Shelly

Secretary Senior, Student Services, Clarkston Center

Cagle, Karin

Administrative Assistant A, Education Program, Washington State Penitentiary

Casali, Phillip J.

Maintenance Custodian Lead, Clarkston Center

Charlo, Jenny

Secretary, Nursing Education, Clarkston Center
B.A., *Eastern Washington University*

Clark, Sue

Secretary Senior, Academic Education

Clark, Thomas A.

Maintenance Custodian II, Facility Services

Craber, Kaye

Secretary Supervisor, Clarkston Center

Crowe, Patricia

Cook Lead, Cafeteria

Daugherty, Cheri

Office Assistant III, Washington State Penitentiary
A.A.A.S., *Walla Walla Community College*

Demianew, Shelly D.

Office Assistant III, Education Program, Washington State Penitentiary

Faculty, Administrators & Support Staff

Drivdahl, Marcella

Secretary Senior/Fiscal Specialist I
B.S.N., Whitworth College

Duff, Lisa

Program Assistant, Registrar/Admissions Office

Estes, Judith

Custodial Services Manager A, Facility Services

Fine, Debbie

Program Assistant, Graphics Department
A.A., Walla Walla Community College

Fletcher, Kaylene

Program Assistant, Financial Aid Office

Fowler, Coralee

Accountant Principal, Business Services
B.A., St. Martin's College

Friesen, Carolyn R.

Secretary Senior, Business Services
B.A., Seattle Pacific University

Goodall, Cathy

Secretary Senior, Professional-Technical Education
A.A., Spokane Falls Community College; A.A.A.S., Walla Walla Community College

Grant-Fortney, Debra

Secretary Senior, Student Support Services/TRIO Office
A.A., Walla Walla Community College

Guilford, Pamela

Office Assistant III, Coyote Ridge Correction Center

Gwinn, Becky

Library Technician II, Library Services
B.A., Washington State University

Harstad, Phyllis

Secretary Senior, Business Education, Transitional Studies,
Early Childhood and Educational Support Program

Hector, Frances

Secretary Senior, John Deere Agricultural Technology

Helgeson, Hildy

Program Assistant, Distance Learning

Herrmann, Diana

Program Coordinator, Testing
A.A., Walla Walla Community College; B.A., Washington State University

Hinshaw, Brent

Graphics Designer/Illustrator Supervisor, Graphic Arts
Department
B.S., Walla Walla College

Horner, Glen

Computer Support Technician II, Technology Services

Isakson, Dean

Stockroom Attendant Lead, Purchasing Department

Johnson, Maureen

Secretary Senior, Technology Center

Jones, Doreen

Program Assistant, Student Development Center

Jones, Sharon

Custodian, Facility Services
A.A.A.S., Walla Walla Community College

Kelly, Jerry

Maintenance Mechanic II, Facility Services

Kelso, Zelda

Accountant, Business Services
A.A., Walla Walla Community College; B.A., Eastern Washington University

Kjack, Linda

Program Manager, Admissions/Registrar's Office

Landwehr, Jill

Fiscal Technician II, Business Services

Lange, Judith

Human Resources Assistant
L.P.N., A.A., Walla Walla Community College

Larson, Denise

Bookstore Supervisor

Leonetti, Sandra

Secretary Senior, Admissions/Registrar's Office

Lindemann, Marian

Secretary Senior, Nursing Education

McCrea, Wendy

Secretary, Professional-Technical Education
A.A.A.S., Walla Walla Community College

McKee, Debbie Sue

Accountant Principal, Customer Service Representative,
Business Services

McNickle, Melissa

Instructional Technician II, Math Lab
B.S., Montana State University

Meagher, Carolyn

Office Assistant III, Washington State Penitentiary

Meier, Janelle

Library Specialist, Library Services
A.A., Walla Walla Community College

Menard, Donna

Gardener II, Facility Services
Certificate, Walla Walla Community College

Miller, Sheri M.

Secretary Lead, Student Development Center

Faculty, Administrators & Support Staff

Monje, Robert G.

Curriculum Advisor, Admissions/Registrars Office, Walla Walla Campus & Washington State Penitentiary

Nelson, Cathy

Information Specialist II, College Relations/Facility Services

Ortiz, Rigoberto

Custodian, Facility Services

Parrott, Sharon M.

Office Assistant II, Admissions/Registrar's Office

Peters, Doreen

Graphic Designer/Illustrator, Graphics Department

Potter, Rochelle

Scientific Instructional Technician II, Academic Education
A.A., Walla Walla Community College; B.S.,
Pacific Lutheran University

Prest, Stacy

Library Supervisor I, Library Services
B.A., Colorado Women's College

Price, Karen

Accountant Principal, Business Services
A.A., Walla Walla Community College

Price, Sandra

Program Assistant, Foundation Office

Rasmussen, Nancy

Secretary Senior, Continuing Education

Reed, C. Danielle

Program Assistant, Washington State University Learning Center
A.A.A.S., Walla Walla Community College

Remington, D. Dianne

Administrative Assistant A, Administrative Services/
Professional-Technical Education

Reyes, Alba

Secretary, Transición
A.A.A.S., Walla Walla Community College

Reyna, Manuel

Custodian, Facility Services

Rhodes, Terry

Secretary Senior, Continuing Education

Rogers, Larry E.

Maintenance Mechanic Lead, Facility Services

Rohrbach, Mark

Custodian, Clarkston Center

Romero, Roberto Z.

Custodian, Facility Services

Rosenkranz, Phyllis

Cashier Lead, Business Services

Sandoval, Magdalena

Program Assistant, Worker Retraining

Scott, Claude

Gardener Lead, Facility Services

Scharnhorst, Debbie

Information Technology Technician II, Clarkston Center

Schenk, Michelle

Cashier II, Business Services

Spence, Kari

Information Technology Applications Specialist I, Technology Services

Stein, Judith

Secretary, Educational Talent Search Program
B.S., Case Western Reserve University

Storms, Kathy

Secretary Senior, Human Resources/Payroll Office

Suchodolski, Henryk (Rick)

Custodian, Facility Services

Thorson, Linda

Administrative Assistant A to the Vice President of Student Services

Tyas, Tamela H.

Fiscal Technician II, Business Services

Turley, Terry

Custodian, Facility Services

Vance, J. Jackson

Program Coordinator, Library, Clarkston Center
B.S., Lewis-Clark State College; M.L.I.S., University of Arizona

Walk, David

Media Technician Lead, Media Services
B.A., Oklahoma Baptist University

Walker, Teresa

Program Assistant, Financial Aid

Warnberg, Sigurd (Ray)

Gardener II, Facility Services

Whittenberg, Mary

Cashier II, Main Office, Clarkston Center

Williams, Wanda

Program Assistant, Enology and Viticulture

Young, Donna

Secretary Senior, Professional-Technical Education

Zabor, Dave

Computer Maintenance Technician, Technology Services
A.A., A.A.A.S., Walla Walla Community College;
B.S., Eastern Washington University

A

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Phone Numbers You Should Know

For information about:

Contact the office of: Area code (509)

A

Academic advising and assistance, counseling and testing
Director of Counseling 527-4262

Academic policies and programs, faculty appointments, and
curriculum development
Vice President of Instruction 527-4289

Administrative services
Director of Administrative Services 527-4215

Admission of students, publications for prospective students,
initial registration, transfer, and advanced placement
Admissions 527-4283

B

Books and Supplies
Bookstore 527-4255

C

Campus parking, safety, and information about facilities and
grounds
Director of Administrative Services..527-4214

Clarkston Center
Information Center 758-3339

College publications, community relations
Director of College Relations 527-4571

E

Employment and career opportunities
WorkSource 527-4279

F

Fees and payment plans
Student Accounts 527-4207

Financial assistance, scholarships, and loans
Financial Aid 527-4301

G

General Information, main campus
Information 522-2500

General student employment and career opportunities
Student Employment 527-4279

Gifts, bequests, grants, merit scholarships, alumni activities,
and the annual fund
Director of Development 527-4275

I

Institutional financial management
Vice President of Financial Services 527-4201

Intercollegiate athletics
Athletic Director 527-4306

L

Library graphics, and media services
Director of Library Services 527-4292

M

Mission, goals, and general interests of the college
The President 527-4274

N

North Campus (Washington State Penitentiary)
Education Director 526-6432

R

Running Start, GED, High School Completion
Student Development Center 527-4262

S

Student government, extracurricular activities international
students, minority affairs
Vice President of Student Services 527-4300

Summer sessions
Admissions 527-4283

T

Transcripts of records, class schedules, and general student registration
The Registrar 527-4283

W

Work-study opportunities
Director of Student Activities 527-4261