

# RTC Class Schedule

Below is a list of the scheduled classes at RTC. You can search for classes by using the filters below. Need help? Contact an entry adviser or your instructor.

Classes and modes of instruction subject to change depending on state orders related to COVID-19.

Classes that are delivered online may or may not have required virtual meeting times (for example, meetings via Zoom).

- For classes that meet virtually, there are days and times listed to note the meeting times.
- For classes that do not meet virtually, the days and times are listed as "arranged" ("ARR" or "ARRANGED").

Your instructor will provide more information about each class. Please visit our eLearning page for more information about modality options at RTC.

[How To Read The Class Schedule](#)
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**Quarter** Winter 2021 **Department** - Any - **Delivery**
 - Any -  FACE-TO-FACE  HYBRID  ONLINE  FLEX

**Keywords**  **Status**
 - Any -  Open Classes Only

**Instructor**

## ACCOUNTING

### ACCT 130 - PAYROLL ACCOUNTING - 5.0 credits

This class covers the collection and recording of payroll data, such as wages, overtime, leave, salary calculations, and payroll taxes such as Social Security (OASDI and HI), Federal Unemployment (FUTA) and State Unemployment (SUTA). PREREQUISITE(S): Completion of ACCT& 201 with a 2.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	NEWCOMEJ	\$12.00 Per Course - ONLINE ELEARNING FEE	Open 27 Enrolled / 3 Seats Available	Optional Zoom sessions on MTWTh 12:30pm-1:30pm, with recordings provided on Canvas.

## ACCOUNTING

### ACCT 179 - TAXATION I - INDIVIDUALS - 5.0 credits

This is a fundamental course designed to introduce the student to the preparation of federal income tax returns for individuals. Basic tax principles relating to gross income, exemptions, standard and itemized deductions, tax computation, and credits are covered. Income or loss from business and rental activities, and capital gains and losses are also covered. Students will prepare a series income tax returns both manually and using tax preparation software. Students also explore researching tax questions using IRS and other publications.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	NEWCOMEJ	\$12.00 Per Course - ONLINE ELEARNING FEE	Open 27 Enrolled / 3 Seats Available	Optional Zoom sessions on MTWTh 9:15am-10:15am, with recordings provided on Canvas.

## ACCOUNTING

### ACCT&201 - PRINCIPLES OF ACCOUNTING I - 5.0 credits

Students develop skills in recording transactions to specific areas of accounting including: accounts receivable, inventories, plant and equipment, asset valuation, notes receivable and notes payable. Emphasis is on preparing general journal entries in accordance with Generally Accepted Accounting Principles (GAAP).

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
B323	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	NEWCOMEJ	\$12.00 Per Course -ONLINE ELEARNING FEE	Full ; Waitlist / 3 Students on Waitlist	Optional Zoom sessions on MTWTh 10:30am-11:30am, with recordings provided on Canvas. OER (no textbook to purchase).

## ACCOUNTING

### ACCT&202 - PRINCIPLES OF ACCOUNTING II - 5.0 credits

This course incorporates the basics covered in ACCT& 201 and relates them to more complex accounting functions. Topics include forms of business (proprietorships, partnerships, and corporations), internal control, debt and equity, bonds, inventories, intangible assets, depreciation, statement analysis, and cash flow. This course concentrates on theory and assumes the student has some background in accounting. PREREQUISITE(S): Completion of ACCT& 201 with a 2.0 or higher, or placement into ACCT& 202.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
							\$12.00 Per Course	Open 27	Optional Zoom sessions on MTWTh 1:45pm-2:45pm,

B327	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	NEWCOMER	-ONLINE ELEARNING FEE	Enrolled / 3 Seats Available	with recordings provided on Canvas. OER (no textbook to purchase).
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## AERO & IND PROD TECH

### IPT 103 - QUALITY CONTROL - 2.0 credits

Students will be able to explain how safety, planning and inspection increase product output. Students will also identify the development of corrosion and the necessary ingredients needed for an electro-chemical corrosion cell to develop. The student will be able to analyze facts and principles drawing conclusions about how corrosion develops on metal surfaces based on the galvanic series chart and properties of anodic metals. The student will become familiar with the different types of corrosion that develop depending upon the material composition of the metal substrate, environmental contributors and contamination. The student will be able to analyze the facts and principles drawing conclusions about the subject.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	PHILLIPS V	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 9 Enrolled / 15 Seats Available	

## AERO & IND PROD TECH

### IPT 104 - INTRODUCTION TO ASSEMBLY - 3.0 credits

In this course, students learn the importance of ground/bonding sealing, corrosion prevention, and the characteristics of metals, achieving a good working knowledge of material compositions when assembling components and their ability to perform under certain conditions. The student will be able to analyze the facts and principles, drawing conclusions about metal identification and its characteristics. Specific skills include IPT rivet identification, rivet pattern layout, drill bit identification and basic soldering skills, while reading work instructions and performing correct procedures.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	TW T	09:00A-11:30A 12:30P 01:30P	A26 ONLINE	Jan 5 - Mar 25	HYBRID	PHILLIPS V	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEAR FEE	Open 9 Enrolled / 15 Seats Available	

## AERO & IND PROD TECH

### IPT 218 - INTRODUCTION TO PRODUCTION - 5.0 credits

This class is designed to familiarize students with general dimensions and tolerances of production tool drawings as well as identifying symbols and characters used for metrology. Also, students discuss production tooling feature types, ease of operation, longevity and strength. In addition to learning the importance of selecting the proper material composition of tools, students learn the fit, form and function for production line assistance operations and shop safety. Students will be proactive in identifying potential issues such as fixture/rig design flaws and improper use of operator training.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	PHILLIPS V	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 9 Enrolled / 15 Seats Available	

## AERO & IND PROD TECH

### IPT 219 - SERVICE LIFE EVALUATION PROGRAM - 2.0 credits

This course outlines the importance of developing a cost-saving program that tracks shop-to-floor rotation, user training, and proper storage of production line tools. Students will learn to identify issues such as improper wear and heat or cold damage. They will also discuss investigative techniques for visually identifying metal fatigue and structural damage of production floor tools. Learning the documentation of measurements/calibration, and how form, fit, and function are verified.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	PHILLIPS V	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 9 Enrolled / 15 Seats Available	

## ANESTHESIA TECH

### ANES 100 - HEALTHCARE PROVIDER FIRST AID/CPR, AED AND BLOOD - 2.0 credits

This course covers one- and two-person, adult, child and infant CPR. Students practice caring for a person with foreign body airway obstruction (FBAO), personal barrier techniques, and use of Automated External Defibrillator (AED). The course teaches to effectively recognize and treat in critical minutes until Emergency Medical Services (EMS) arrive. Topics include: general first aid principles, medical, injury, and environmental emergencies, and blood borne pathogens. This course is approved by OSHA, WISHA (Labor and Industries) for healthcare providers. An AHA card will be issued upon the successful completion of a written exam and skills evaluation. In addition, the mandatory seven hours of HIV/AIDS education for healthcare providers is included.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MT	08:00A-02:30P	B202	Feb 8 - Feb 9	FACE-TO-FACE	ABBOTT G	\$20.00 Per Credit -SUPPLY FEE \$20/CR ; \$15.00 Per Course -WEB ENH/HYB ELEAR FEE	Open 10 Enrolled / 10 Seats Available	

## ANESTHESIA TECH

### ANES 101 - INTRODUCTION TO ANESTHESIA TECHNOLOGY - 3.0 credits

This course offers an opportunity to learn about basic anesthesia competencies and the role of the anesthesia care team, as well as the scope of practice and duties of the anesthesia technologist. These include but are not limited to: basic airway management; anesthesia machine daily checkout and troubleshooting; basic anesthesia equipment set up, maintenance, and trouble shooting. The course also includes patient care skills including positioning and dialogue IV set up and placement, basic physiological monitoring, assisting the anesthesiologist, anatomy and physiology as it applies to anesthesia, the OR environment including appropriate wear, personal protective equipment, and interpersonal skills. The course also focuses on policies and procedures associated with anesthesia technologist work practice. Different types of anesthesia-regional, local, general, and MAC-and diagnosis and minor maintenance of anesthesia equipment are covered.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	M	08:00A-11:00A	B204	Jan 5 - Mar 25	FACE-TO-FACE	ABBOTT G	\$20.00 Per Credit -SUPPLY FEE \$20/CR ; \$14.62 Per Year -MED MAL & GEN LIAB INS	Open 18 Enrolled / 2 Seats Available	

## ANESTHESIA TECH

### ANES 108 - MEDICAL TERMINOLOGY - 3.0 credits

This course offers an opportunity to learn and apply basic and advanced medical terminology with particular relevance to the Operating Room. The course introduces the learner to the structure of medical language, word building skills and deconstructive analysis of medical terms. The course describes the body systems including relevant procedure tests and diagnostic terms in medical language. Students are asked to develop rationale and to use medical terminology routinely in the classroom. The course reinforces commonly used acronyms and abbreviations that will be part of the daily language within their profession.



Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	ADCOCK K	\$12.00 Per Course -ONLINE EARNING FEE	Open 14 Enrolled / 6 Seats Available	

## ANESTHESIA TECH

### ANES 125 - ANESTHESIA TECHNOLOGY LAB IV - 3.0 credits

This course offers an opportunity to build on competencies learned during Anesthesia Lab III and practice advanced anesthesia competencies including but not limited to: blood management, cell salvage, balloon pump management and care, advanced rapid response to airway management crisis, care and use of emergency airway management devices, and hemodynamic monitoring equipment set up, maintenance and troubleshooting.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	TWTh	08:00A-10:00A	B204	Jan 5 - Mar 25	FACE-TO-FACE	ABBOTT G ADCOCK K	\$20.00 Per Credit -SUPPLY FEE \$20/CR ; \$15.00 Per Course -WEB ENH/HYB EARN FEE	Open 10 Enrolled / 10 Seats Available	

## ANESTHESIA TECH

### ANES 130 - ADV CARDIAC LIFE SUPPORT/PEDIATRIC CARDIAC LIFE - 3.0 credits

In the ACLS course, the learners enhance their skills in treating adult victims of cardiac arrest or other cardiopulmonary emergencies, while earning their American Heart Association ACLS (AHA ACLS) for Healthcare Providers Course Completion Card. The Pediatric Advanced Life Support (PALS) Provider course enables allied healthcare students to develop the knowledge and skills necessary to better recognize and treat critically ill infants and children. The course is scenario-based, and a team approach is used to teach emergency management of pediatric patients approaching, or already in, respiratory or cardiac arrest. The learner will engage in simulation and scenario training incorporating treatment, stabilization, and/or the transport phases of a pediatric emergency, particularly in the perioperative environment.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	WThF	08:00A-02:30P	B204	Feb 10 - Feb 12	FACE-TO-FACE	ABBOTT G	\$20.00 Per Credit -SUPPLY FEE \$20/CR ; \$15.00 Per Course -WEB ENH/HYB EARN FEE	Open 10 Enrolled / 10 Seats Available	

## ANESTHESIA TECH

### ANES 135 - ANESTHESIA TECHNOLOGY LAB V - 3.0 credits

This course offers an opportunity to build on competencies learned during Anesthesia Lab IV and practice advanced anesthesia competencies including but not limited to: blood management, cell salvage, balloon pump management and care, advanced rapid response to airway management crisis, care and use of emergency airway management devices, and hemodynamic monitoring equipment set up, maintenance and troubleshooting.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	TWTh	10:00A-12:00P	B204	Jan 5 - Mar 25	FACE-TO-FACE	ABBOTT G ADCOCK K	\$20.00 Per Credit -SUPPLY FEE \$20/CR ; \$15.00 Per Course -WEB ENH/HYB EARN FEE	Open 10 Enrolled / 10 Seats Available	

## ANTHROPOLOGY

### ANTH&106 - AMERICAN MOSAIC - 5.0 credits

This course will explore contemporary American life through various cultural phenomena. Students learn core anthropological theories to make sense of race, gender, class and the other, and they explore historical processes from which these cultural notions have emerged and evolved. General education distribution area: Social Science.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
G140	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	MOHIBULLAH H	\$12.00 Per Course -ONLINE EARNING FEE	Open 18 Enrolled / 7 Seats Available	OER (no textbook to purchase)

## ANTHROPOLOGY

### ANTH&234 - RELIGION AND CULTURE - 5.0 credits

This course is an anthropological exploration of religion. Using a combination of classical and contemporary works, students explore how religion is understood and lived by different people, how it shapes culture and cultural perceptions, and how it manifests in various political and cultural expression, including in popular culture. Additionally, the class examines how religions are informed by historical and cultural change, and how they position different groups of people in relation to their respective sociopolitical worlds, with themes such as religion as a cultural system; ritual and symbols, gender, sexuality and religion; religion and media; secularism; and religion in a post-9/11 United States. General education distribution area: Social Science.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
G128	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	MOHIBULLAH H	\$12.00 Per Course -ONLINE EARNING FEE	Open 23 Enrolled / 2 Seats Available	Low-Cost Textbook (\$50 or less)

## APPLIED MATHEMATICS

### AMATH175 - FINANCIAL MATH - 5.0 credits

This course applies mathematics to personal finance. Concepts include linear and piecewise linear functions; quadratic, exponential, and logarithmic relationships; graphing; distributions; measures for center; and spread of distributions. Financial concepts include income, taxes, discounts, simple and compound interest, buying on credit, depreciation, expenses, budgeting, annuities, stocks and bonds, and planning for retirement.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
G332	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	ROTH A	\$12.00 Per Course - ONLINE EARNING FEE	Open 23 Enrolled / 2 Seats Available	OER (no textbook to purchase)
G431	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	WALL S	\$12.00 Per Course - ONLINE EARNING FEE	Open 24 Enrolled / 1 Seats Available ; Waitlist / 1 Students on Waitlist	
G436	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	TRAN V	\$12.00 Per Course - ONLINE EARNING FEE	Full ; Waitlist / 1 Students on Waitlist	OER (no textbook to purchase)
G501	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	COOKSEY M	\$12.00 Per Course - ONLINE EARNING FEE	Full ; Waitlist / 1 Students on Waitlist	
G504	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	CHAKRABARTI	\$12.00 Per Course - ONLINE EARNING FEE	Open 24 Enrolled / 1 Seats Available	
G305	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	TRAN V	\$12.00 Per Course -	Full ; Waitlist / 3 Students on Waitlist	OER (no textbook

								ONLINE ELEARNING FEE		to purchase)
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## APPLIED MATHEMATICS

### AMATH190 - FINANCIAL ALGEBRA - 5.0 credits

This course applies intermediate algebra to personal finance. Mathematical concepts will include linear, quadratic, exponential, logarithmic, and piecewise defined functions; graphing; distributions; measures of center; and spread of distributions. Financial concepts include income, taxes, discounts, simple and compound interest, buying on credit, depreciation, expenses, budgeting, annuities, stocks and bonds, and planning for retirement.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
G432	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	WALL S	\$12.00 Per Course - ONLINE ELEARNING FEE	Open 24 Enrolled / 1 Seats Available	
G434	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	TRAN V	\$12.00 Per Course - ONLINE ELEARNING FEE	Full	OER (no textbook to purchase)
G503	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	COOKSEY M	\$12.00 Per Course - ONLINE ELEARNING FEE	Full	
G513	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	CHAKRABARTI	\$12.00 Per Course - ONLINE ELEARNING FEE	Open 24 Enrolled / 1 Seats Available	
G309	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	TRAN V	\$12.00 Per Course - ONLINE ELEARNING FEE	Full	OER (no textbook to purchase)
G319	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	ROTH A	\$12.00 Per Course - ONLINE ELEARNING FEE	Open 23 Enrolled / 2 Seats Available ; Waitlist / 1 Students on Waitlist	OER (no textbook to purchase)

## APPLIED MATHEMATICS

### AMATH193 - BRIDGE TO PRECALCULUS - 3.0 credits

This course covers intermediate algebra topics necessary for success in precalculus and beyond. Students study polynomials and functions (quadratic, rational, exponential, and logarithmic). PREREQUISITE(S): Completion of AMATH 190 with a 2.0 or higher, or placement by assessment.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
G313	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	ST JOHN M	\$12.00 Per Course - ONLINE ELEARNING FEE	Open 24 Enrolled / 1 Seats Available	Optional Zoom sessions on TTh 1:00pm-3:00pm, with recordings provided on Canvas.

## APPLIED MATHEMATICS

### AMATH195 - ADVANCED APPLIED ALGEBRA - 5.0 credits

This course covers the following topics and their applications to business and industry: rational expressions; solving rational equations; rational formulas and variation; rational exponents and radicals; complex numbers and operation with complex numbers; quadratic equations; completing the square and quadratic formula; functions and their graphs; domain and range of functions; inverse functions; exponential and logarithmic functions; properties of logarithms; solving exponential and logarithmic equations; solving applied problems related to business and industry. PREREQUISITE(S): Completion of MATH 085 or AMATH 185 with a 2.0 or higher, or placement by assessment.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
G311	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	ST JOHN M	\$12.00 Per Course - ONLINE ELEARNING FEE	Open 24 Enrolled / 1 Seats Available	Optional Zoom sessions on TTh 1:00pm-3:00pm, with recordings provided on Canvas.

## AUTO/FORD ASSET

### FAS 118 - BRAKE SYSTEMS - 6.0 credits

This course prepares students for Ford Motor Company Service Technician Specialty Training certification in specialty 38, Brake System Repair. Students learn basic brake and anti-lock system theory, application, diagnosis and repair based on Ford/NATEF competencies through web-based, classroom, and lab instruction. Students learn on-car machining, brake service and anti-lock repair. Students prepare for ASE certification in Brakes (A5).

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	07:00A-01:30P	K120	Feb 1 - Feb 26	HYBRID	THOMPSON B	\$15.00 Per Credit -SUPPLY FEE \$15/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 13 Enrolled / 9 Seats Available	

## AUTO/FORD ASSET

### FAS 119 - STEERING & SUSPENSION SYSTEMS - 6.0 credits

This course prepares students for Ford Motor Company Service Technician Specialty certification in specialty 33, Steering and Suspension System Repair. Students learn steering and suspension theory, application, diagnosis and repair based on Ford/NATEF competencies through web-based classroom and lab instruction. Topics include: steering/suspension diagnosis and service, multiplexed steering and suspension service, wheel alignment and wheel service. Students prepare for ASE certification in Suspension & Steering (A4).

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	07:00A-01:30P	K120	Mar 1 - Mar 25	HYBRID	THOMPSON B	\$15.00 Per Credit -SUPPLY FEE \$15/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 12 Enrolled / 10 Seats Available	

## AUTO/FORD ASSET

### FAS 192 - COOPERATIVE TRAINING I PART B - 3.0 credits

Continuation of FAS 191, Cooperative Training I Part A.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	OFFSITE	Jan 5 - Jan 29	FACE-TO-FACE	THOMPSON B	\$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 13 Enrolled / 9 Seats Available	

## AUTO/FORD ASSET



### FAS 217 - AUTOMATIC TRANSMISSIONS - 8.0 credits

This course prepares students for Ford Motor Company Service Technician Specialty Training certification in specialty 37, Automatic Transmission Repair. Students learn automatic transmission theory, application, diagnosis, repair and overhaul based on Ford/NATEF competencies through web-based, classroom, and lab instruction. Students prepare for ASE certification in Automatic Transmission & Transaxle (A2).

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	07:00A-01:30P	K120	Jan 5 - Jan 29	HYBRID	SPANIEL T	\$15.00 Per Credit -SUPPLY FEE \$15/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 9 Enrolled / 13 Seats Available	

### AUTO/FORD ASSET

#### FAS 295 - COOPERATIVE TRAINING IV - 7.0 credits

Students work in the dealership developing competencies in manual transmission and drivetrain and automatic transmissions.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	OFFSITE	Feb 1 - Mar 25	FACE-TO-FACE	SPANIEL T	\$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 9 Enrolled / 13 Seats Available	

### AUTOBODY REPAIR

#### ABDY 112 - WELDING FOR AUTOBODY REPAIR - 6.0 credits

Following instruction in the safe use of oxy-acetylene MIG and TIG welders, students are taught to weld to industry standards. Training prepares students for certification in I-CAR Welding Qualification WCS03, WCA03.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	07:00A-12:30P	K104	Jan 5 - Mar 25	HYBRID	ERVIN S	\$15.00 Per Credit -SUPPLY FEE \$15/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 11 Enrolled / 13 Seats Available	

### AUTOBODY REPAIR

#### ABDY 114 - AUTOBODY CONSTRUCTION I - 9.0 credits

Students learn how unibody cars are assembled and how parts work together to form a strong unit. Students working in teams disassemble and re-assemble automobile components. Basic panel adjustment and alignment are explained and practiced. Other subjects include discussions of steel unibodies, front and rear rails, floors and front structure, A-B-C-D pillars and rocker panels. Training prepares students for certification in I-CAR Non-Structural Technician, ProLevel I.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	07:00A-12:30P	K104	Jan 5 - Mar 25	HYBRID	ERVIN S	\$15.00 Per Credit -SUPPLY FEE \$15/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 11 Enrolled / 13 Seats Available	

### AUTOBODY REPAIR

#### ABDY 250 - COLLISION RELATED MECHANICAL REPAIRS - 3.0 credits

Using a combination of classroom theory and shop practice, students examine the effects of collision forces and study the resulting damage to the following mechanical systems: suspension, air-conditioning, heating, braking, and active and passive restraints.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	07:00A-12:30P	K104	Jan 5 - Mar 25	HYBRID	ERVIN S	\$15.00 Per Credit -SUPPLY FEE \$15/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 11 Enrolled / 13 Seats Available	

### AUTOBODY REPAIR

#### ABDY 280 - HUMAN RELATIONS & SHOP SAFETY F/AUTOBODY REPAIR - 1.0 credits

Following a review of the safety practices to be adhered to in the auto body repair industry, students learn how to get along with others in the workplace and are encouraged to be a professional. Students also work with customers and fill out necessary job related paperwork.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	07:00A-12:30P	K104	Jan 5 - Mar 25	HYBRID	ERVIN S	\$15.00 Per Credit -SUPPLY FEE \$15/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 11 Enrolled / 13 Seats Available	

### AUTOMOTIVE TECH

#### AUTC 101 - SAFETY/ENVIRONMENTAL ISSUES - 2.0 credits

Students learn proper safety procedures in an automotive shop environment to protect themselves, their co-workers, their customers and the environment through web-based, classroom, and hands-on lab instruction. Students are introduced to information literacy and the proper use of library resources and the Internet. Topics include: personal safety, proper use of shop equipment and tools, identification, handling, storage and disposal of hazardous automotive waste, worker Right to Know hazard communication, and the use and procurement of Material Safety Data Sheets.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MTW Th	07:00A-01:30P 07:00A 09:00A	K111 ONLINE	Jan 7 - Jan 19	HYBRID	HOAGLIN R	\$15.00 Per Credit -SUPPLY FEE \$15/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 15 Enrolled / 7 Seats Available	

### AUTOMOTIVE TECH

#### AUTC 112 - MAINTENANCE AND LIGHT REPAIR - 7.0 credits

Students learn fundamental automotive shop operations and repair based on NATEF competencies through web-based, classroom, and hands-on lab instruction. Topics include: vehicle identification, the use of service information (publications, electronic media, and web-based), care of customer vehicles, handling repair orders, procuring parts, proper use of hand tools, measuring devices, and fastener applications. Students learn basic automotive service (oil change, transmission and cooling system service) diagnostic procedures, and basic mechanical adjustments. Concurrent enrollment in AUTC 101 or Articulated MLR program.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MTW	07:00A-01:30P	K111	Jan 20 - Feb 23	HYBRID	HOAGLIN R	\$15.00 Per Credit -SUPPLY FEE \$15/CR ; \$15.00 Per Course	Open 15 Enrolled / 7	

Th	07:00A 09:00A	ONLINE					-WEB ENH/HYB ELEARN FEE	Seats Available	
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## AUTOMOTIVE TECH

### AUTC 117 - ELECTRICAL SYSTEMS - 7.0 credits

Students learn electrical/electronic theory, application, diagnosis and repair based on NATEF competencies through web-based, classroom, and hands-on lab instruction. Topics include: batteries, starting systems, charging systems, lighting systems, accessories (gauges, warning devices, driver information systems, horns, and wipers), schematic diagrams, and the use of testing equipment. Concurrent enrollment in AUTC 101 and AUTC 112.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MTW Th	07:00A-01:30P 07:00A 09:00A	K111 ONLINE	Feb 24 - Mar 25	HYBRID	HOAGLIN R	\$15.00 Per Credit -SUPPLY FEE \$15/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 15 Enrolled / 7 Seats Available	

## AUTOMOTIVE TECH

### AUTC 118 - BRAKES - 7.0 credits

Students learn brake and anti-lock system theory, application, diagnosis and repair based on NATEF competencies through web-based, classroom, and hands-on lab instruction in a live work environment. Topics include: hydraulic systems, drum brakes, disc brakes, power assist, wheel bearings, parking brakes, electrical systems, anti-lock brakes and traction control systems. Students prepare for ASE Certification test A-5. PREREQUISITE(S): Completion of AUTC 101, AUTC 112, AUTC 117 with a 1.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	TW	07:00A-01:30P	K133	Feb 17 - Mar 25	HYBRID	TAKATA W	\$15.00 Per Credit -SUPPLY FEE \$15/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 15 Enrolled / 7 Seats Available	

## AUTOMOTIVE TECH

### AUTC 132 - STEERING AND SUSPENSION - 7.0 credits

Students learn steering and suspension system theory, application, diagnosis and repair based on NATEF competencies through web-based, classroom and hands-on lab instruction in a live work environment. Topics include: steering systems, suspension systems, wheel alignment, wheels, and tires. Students prepare for ASE Certification test A-4. PREREQUISITE(S): Completion of AUTC 101, AUTC 112, AUTC 117 with a 1.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	TW	07:00A-01:30P	K133	Jan 5 - Feb 16	HYBRID	TAKATA W BAKER- SHERMA	\$15.00 Per Credit -SUPPLY FEE \$15/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 15 Enrolled / 7 Seats Available	

## AUTOMOTIVE TECH

### AUTC 171 - WRITTEN COMMUNICATIONS - 1.0 credits

Students learn the writing skills necessary in an automotive service environment including: describing repairs, repair procedures and repair suggestions on a repair order, developing a written repair estimate, requesting parts, timekeeping, the use of electronic data systems, completing job applications, and preparing a resume.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	Th	09:00A-10:00P	ONLINE	Jan 5 - Mar 25	ONLINE	HOAGLIN R BAKER- SHERMA	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 15 Enrolled / 7 Seats Available	Class meets via Zoom during time listed.

## AUTOMOTIVE TECH

### AUTC 180 - HUMAN RELATIONS/CUSTOMER RELATIONS - 1.0 credits

Students learn to interview customers, determine needed automotive repairs, and prepare a complete repair order with clear terms and descriptions of needed repairs/services. Conflict resolution, employer/employee relationships, sexual harassment, and other workplace issues are covered.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	TAKATA W BAKER- SHERMA	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 15 Enrolled / 7 Seats Available	

## AUTOMOTIVE TECH

### AUTC 204 - AUTOMATIC TRANSMISSION/TRANSAXLE REPAIR - 6.0 credits

Students learn automatic transmission/transaxle system theory, application, diagnosis and repair based on NATEF competencies through web-based, classroom and hands-on lab instruction in a live work environment. Topics include: maintenance and adjustment, in-vehicle repairs, and off-vehicle repairs. Students prepare for ASE Certification test A-2. Together with this course, the students will learn the skills to effectively handle interactions with customers and co-workers within a shop environment. PREREQUISITE(S): Completion of AUTC 101, AUTC 112, AUTC 117 with a 1.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	WTh MT	07:00A-01:30P 10:00A 12:00P	K134 ONLINE	Jan 5 - Jan 30	HYBRID	URYASH D	\$15.00 Per Credit -SUPPLY FEE \$15/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 12 Enrolled / 10 Seats Available	

## AUTOMOTIVE TECH

### AUTC 216 - ENGINE PERFORMANCE AND EMISSIONS - 10.0 credits

Students learn engine performance theory, application, and diagnosis of ignition, fuel, emissions and on-board diagnostic computer systems based on NATEF competencies through web-based, classroom and hands-on lab instruction in a live work environment. Topics include: engine diagnosis, computerized engine controls, ignition systems, fuel systems, air induction and exhaust systems, emissions controls and related systems. Included in this course are the communications competencies for writing repair reports and presenting pricing and repair options. Students prepare for ASE Certification test A-8. PREREQUISITE(S): Completion of AUTC 101, AUTC 112, AUTC 117 with a 1.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	WTh MT	07:00A-01:30P 10:00A 12:00P	K134 ONLINE	Jan 31 - Mar 25	HYBRID	URYASH D	\$15.00 Per Credit -SUPPLY FEE \$15/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 13 Enrolled / 9 Seats Available	



## AUTOMOTIVE TECH

### AUTC 228 - ENGINE REPAIR AND SHOP COMPUTATIONS - 8.0 credits

Students learn engine theory, operation, application, diagnosis, disassembly, inspection, component measurement and reassembly based on NATEF competencies through web-based, classroom and hands-on lab instruction in a live work environment. Topics include: engine removal and reinstallation, cylinder head diagnosis and repair, engine block diagnosis and repair, lubrication systems, cooling systems, and timing components. The students also learn to perform computations related to engine displacement, horse power, torque, firing angle, and cam geometry. Students prepare for ASE Certification test A-1. PREREQUISITE(S): Completion of AUTC 101, AUTC 112, AUTC 117 with a 1.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MTW Th	07:00A-01:30P 08:00A 10:00A	K141 ONLINE	Jan 5 - Feb 16	HYBRID	FOBES M	\$15.00 Per Credit -SUPPLY FEE \$15/CR ; \$15.00 Per Course - WEB ENH/HYB ELEARN FEE	Open 9 Enrolled / 13 Seats Available	

## AUTOMOTIVE TECH

### AUTC 233 - MANUAL DRIVE TRAIN AND AXLES - 8.0 credits

Students learn manual transmission and drive train system theory, application, diagnosis and repair based on NATEF competencies through web-based, classroom and hands-on lab instruction in a live work environment. Topics include: clutches, manual transmission/transaxles, drive shafts, constant velocity joints, differentials, and four wheel/all-wheel drive systems. Students prepare for ASE Certification test A-3. PREREQUISITE(S): Completion of AUTC 101, AUTC 112, AUTC 117 with a 1.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MTW Th	07:00A-01:30P 08:00A 10:00A	K141 ONLINE	Feb 17 - Mar 25	HYBRID	FOBES M	\$15.00 Per Credit -SUPPLY FEE \$15/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 9 Enrolled / 13 Seats Available	

## AVIATION

### AVIA 101 - AVIATION GROUND SCHOOL - PRIVATE PILOT - 5.0 credits

This 60 hour aviation pilot ground course offers guidance and training to help pass the required FAA written knowledge test, the first step required toward achieving a FAA Pilot License. Also a great course for those just interested in learning more about aviation as it relates associated flight operations. 1/2 hour of Motion Simulator time is also included! (Subject to CFI availability). In addition, it provides an excellent in depth review for returning pilots. Some elements covered are generic piston aircraft systems, aerodynamics, weather, navigation, airport & airspace operations, communications and Federal Air Regulations. Upon successful completion of the course a certificate will be provided allowing the student to take the actual FAA multiple choice written test. Includes all books and other items such as a plotter and mechanical flight computer. Off campus site classroom is located at Renton Municipal Airport, allowing direct access to aircraft, associated support items and airport operations when needed.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
S022	TTh	10:00A-01:00P	RNTAIRP	Jan 5 - Mar 11	FACE-TO-FACE	STAFF	\$599.00 Per Course -STU FUND-TECH	Open 2 Enrolled / 13 Seats Available	
S024	TTh	05:00P-08:00P	RNTAIRP	Jan 5 - Mar 11	FACE-TO-FACE	STAFF	\$599.00 Per Course -STU FUND-TECH	Open 7 Enrolled / 8 Seats Available	

## AVIATION

### AVIA 102 - AVIATION GROUND SCHOOL - INSTRUMENT RATING - 5.0 credits

This 54-hour course is designed for people with private pilot licenses who wish to pursue an instrument rating. It prepares students to pass the FAA Instrument Rating-Airplane knowledge test. Topics include the principles of instrument flight, including the operation, use, and limitations of flight instruments and instrument navigation systems. Students learn how the air traffic control system functions and become familiar with the Federal Air Regulations applicable to instrument flight operations. Students learn how to use the charts and procedures applicable to all phases of instrument flight. Emphasis is placed on advanced human factors concepts directly related to instrument flight. The course also emphasizes weather factors and hazards, and the associated resources available. Upon successful completion of the course, students receive an instructor's endorsement, which is required in order to take the official FAA knowledge test. The fee includes an excellent Jeppesen textbook, the complete FAA test question bank with a preparation kit, and a copy of the Federal Air Regulations and Aeronautical Information Manual book. (It does not cover the fee for taking the actual FAA test at an approved FAA Testing Center.) Off site classroom is located at the Renton Municipal Airport.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
S026	MW	05:00P-07:30P	RNTAIRP	Jan 6 - Mar 24	FACE-TO-FACE	MALLORY C	\$599.00 Per Course -STU FUND-TECH	Open 10 Enrolled / 5 Seats Available	

## BAND INSTR REPAIR

### BIR 115 - DENT REMOVAL TECHNIQUES - 2.0 credits

Students learn proper techniques of dent removal on brass and nickel band instruments. Instruction is provided in the use of dent hammers, dent balls and barrels, mandrels, burnishers, and other tools of the industry. Additional instruction is provided in the use of the Votaw pneumatic tools, Ferree's Dent Machine and the C.G. Conn Dent Eraser.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	08:00A-11:00A	J222	Nov 23 - Mar 11	HYBRID	GANSKA J	\$20.00 Per Credit -SUPPLY FEE \$20/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 10 Enrolled / 12 Seats Available	

## BAND INSTR REPAIR

### BIR 122 - THE PERCUSSION INSTRUMENTS - 1.0 credits

Students learn preventive and basic maintenance of percussion instruments including: snare and field drum, bass drum, timpani, mallet percussion, and cymbals.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	08:00A-11:00A	J222	Nov 23 - Mar 11	HYBRID	GANSKA J	\$20.00 Per Credit -SUPPLY FEE \$20/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 10 Enrolled / 12 Seats Available	

## BAND INSTR REPAIR

### BIR 124 - CLARINET FAMILY REPAIR TECHNIQUES - 6.0 credits

This course introduces students to specific repair techniques of members of the clarinet family, focusing on padding, regulation and body repair techniques. Students learn specific aspects of repair related to instruments of the clarinet family. It also gives them the opportunity to fabricate specialized tools and learn to repair clarinet instrument cases and latches. Students learn the history and development of the clarinet. COREQUISITE(S): BIR 125.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	08:00A-11:00A	J222	Nov 23 - Mar 11	HYBRID	GANSKA J	\$20.00 Per Credit -SUPPLY FEE \$20/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 10 Enrolled / 12 Seats Available	



**BAND INSTR REPAIR****BIR 126 - FLUTE FAMILY REPAIR TECHNIQUES - 6.0 credits**

This course introduces students to specific repair techniques of members of the flute family, focusing on padding, regulation and body repair techniques. Students learn specific aspects of repair related to instruments of the flute family. It also gives them the opportunity to fabricate specialized tools and learn to repair flute instrument cases and latches. Students learn the history and development of the flute. COREQUISITE(S): BIR 130.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	08:00A-11:00A	J222	Nov 23 - Mar 11	HYBRID	GANSKA J	\$20.00 Per Credit -SUPPLY FEE \$20/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 10 Enrolled / 12 Seats Available	

**BAND INSTR REPAIR****BIR 134 - WOODWIND PERFORMANCE AND TESTING TECHNIQUES - 1.0 credits**

This course introduces students to basic playing and testing techniques on flute, clarinet, and saxophone through individual and group lessons. The emphasis of this course is proper tone production, hand position, and the development of alternate fingerings culminating in the performance of a two-octave chromatic scale on each instrument. Additionally, students learn play-testing patterns specific to each instrument.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	08:00A-11:00A	J222	Nov 23 - Mar 11	HYBRID	GANSKA J	\$20.00 Per Credit -SUPPLY FEE \$20/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 10 Enrolled / 12 Seats Available	

**BAND INSTR REPAIR****BIR 135 - PISTON VALVE INSTRUMENT REPAIR TECHNIQUES - 4.0 credits**

This course introduces students to general brasswind repair, focusing on playing condition and overhaul techniques of small and large piston valve instruments. Students learn specific aspects of repair related to trumpets, cornets, baritones, euphoniums, tubas and sousaphones as well as special dent removal and soldering techniques. It also gives them the opportunity to fabricate specialized brasswind tools and learn to repair brass instrument cases and latches. Students learn the history and development of the piston valve and advancements made in valve design and fitting. COREQUISITE(S): BIR 115 and BIR 137.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	08:00A-11:00A	J222	Nov 23 - Mar 11	HYBRID	GANSKA J	\$20.00 Per Credit -SUPPLY FEE \$20/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 10 Enrolled / 12 Seats Available	

**BAND INSTR REPAIR****BIR 137 - ROTARY VALVE INSTRUMENT REPAIR TECHNIQUES - 4.0 credits**

This course introduces students to advanced brasswind repair, focusing on playing condition and overhaul techniques of rotary valve instruments. Students learn specific aspects of repair related to rotary valves including rotary valve fitting and repair techniques. It also gives them the opportunity to fabricate specialized rotary valve repair tools. Students learn the history and development of the rotary valve and advancements made in valve design and fitting. COREQUISITE(S): BIR 135 and BIR 144.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	08:00A-11:00A	J222	Nov 23 - Mar 11	HYBRID	GANSKA J	\$20.00 Per Credit -SUPPLY FEE \$20/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 10 Enrolled / 12 Seats Available	

**BAND INSTR REPAIR****BIR 144 - BRASSWIND PERFORMANCE AND TESTING TECHNIQUES - 1.0 credits**

This course introduces students to basic playing and testing techniques on trumpet, trombone, and tuba through individual and group lessons. The emphasis of this course is proper tone production, hand position, and the development of a one-octave chromatic scale on each instrument. Additionally, students learn play-testing patterns specific to each instrument.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	08:00A-11:00A	J222	Nov 23 - Mar 11	HYBRID	GANSKA J	\$20.00 Per Credit -SUPPLY FEE \$20/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 10 Enrolled / 12 Seats Available	

**BIOLOGY****BIOL 105 - INTRODUCTION TO ANATOMY AND PHYSIOLOGY - 5.0 credits**

This course provides students with an introduction to the basic concepts of anatomy and physiology. It includes organization, classification and control of anatomical structures and an introduction to the major body systems. The course covers some medical terminology and introduces some concepts from chemistry and biochemistry. This course is intended for non-science majors or entry-level allied health majors. General education distribution area: Natural Science, with lab.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
N434	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	SZABO D	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 22 Enrolled / 3 Seats Available	

**BIOLOGY****BIOL&100 - SURVEY OF BIOLOGY - 5.0 credits**

This laboratory science class introduces students to important concepts in biology and how they apply to problems relevant to humans and society. Students will explore core concepts including cells, genetics, and evolution and will apply the process of science through experimentation. Not intended for pre-nursing students. General education distribution area: Natural Science, with lab.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
G400	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	REDD S	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 17 Enrolled / 8 Seats Available	OER (no textbook to purchase)

**BIOLOGY****BIOL&160 - GENERAL BIOLOGY - 5.0 credits**

Students explore the basic biological principles that describe and explain the nature of life. Topics include cell biology, molecular biology (including basic biochemistry and DNA



structure and function), metabolism, and genetics. Students practice skills in both the classroom and laboratory through formats such as group exercises, laboratory activities, quizzes and exams. General education distribution area: Natural Science, with lab.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
N460	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	SZABO D	\$12.00 Per Course -ONLINE EARNING FEE	Open 24 Enrolled / 1 Seats Available ; Waitlist / 2 Students on Waitlist	
G524	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	REDD S	\$12.00 Per Course -ONLINE EARNING FEE	Open 23 Enrolled / 2 Seats Available ; Waitlist / 3 Students on Waitlist	
G542	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	REDD S	\$12.00 Per Course -ONLINE EARNING FEE	Open 24 Enrolled / 1 Seats Available ; Waitlist / 1 Students on Waitlist	
N498	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	SZABO D	\$12.00 Per Course -ONLINE EARNING FEE	Open 23 Enrolled / 2 Seats Available ; Waitlist / 3 Students on Waitlist	

## BIOLOGY

### BIOL&241 - HUMAN ANATOMY AND PHYSIOLOGY I - 5.0 credits

This is the first of two classes designed for students who want to enter professional health care programs. It is a study of gross anatomy and functioning of the human body. Covers body organization, cellular structure and function, fundamentals of chemistry and the physiology, structure and function of all the body systems. Lab includes microscopic tissue studies, dissection, work with ADAM software, and physiology projects related to the system studied. General education distribution area: Natural Science, with lab. PREREQUISITE(S): Completion of BIOL& 160, General Biology, with a 2.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
N440	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	STOVER C	\$12.00 Per Course -ONLINE EARNING FEE	Open 23 Enrolled / 2 Seats Available ; Waitlist / 5 Students on Waitlist	
N452	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	STOVER C	\$12.00 Per Course -ONLINE EARNING FEE	Open 23 Enrolled / 2 Seats Available ; Waitlist / 2 Students on Waitlist	
G506	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	XIE F	\$12.00 Per Course -ONLINE EARNING FEE	Open 20 Enrolled / 5 Seats Available ; Waitlist / 4 Students on Waitlist	

## BIOLOGY

### BIOL&242 - HUMAN ANATOMY AND PHYSIOLOGY II - 5.0 credits

This is the second of two classes designed for students who want to enter professional health care programs. It is a study of gross anatomy and functioning of the human body. Covers body organization, cellular structure and function, fundamentals of chemistry and the physiology, structure and function of all the body systems. Lab includes microscopic tissue studies, dissection, work with ADAM software, and physiology projects related to the system studied. General education distribution area: Natural Science, with lab. PREREQUISITE(S): Completion of BIOL& 241, Anatomy & Physiology I, with a 2.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
N442	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	STOVER C	\$12.00 Per Course -ONLINE EARNING FEE	Full ; Waitlist / 3 Students on Waitlist	
G516	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	XIE F	\$12.00 Per Course -ONLINE EARNING FEE	Open 22 Enrolled / 3 Seats Available ; Waitlist / 1 Students on Waitlist	

## BIOLOGY

### BIOL&260 - MICROBIOLOGY - 5.0 credits

Microbiology is a comprehensive course introducing classification, structure, and function of microbes. Focus includes disease-causing bacteria, viruses, protozoa, and fungi. The role of these microorganisms in nature, environmental impact, and health applications are covered. Laboratory is an integral component, which includes training on microscope, slide prep, aseptic technique transfer/inoculation of bacteria, and use of various media to select, isolate, and characterize organisms. General education distribution area: Natural Science, with lab. PREREQUISITE(S): Completion of BIOL& 160, General Biology, with a 2.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
N428	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	REDD S	\$12.00 Per Course -ONLINE EARNING FEE	Full ; Waitlist / 7 Students on Waitlist	
G848	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	REDD S	\$12.00 Per Course -ONLINE EARNING FEE	Full ; Waitlist / 9 Students on Waitlist	

## BOILER OPERATOR

### BLRS 110 - BOILER OPERATOR LICENSING CLASS 3 & 4 - 8.0 credits

Students review boiler and pressure vessel construction and operation of steam and hot water heating plants and systems, including moderate size high-pressure boilers. This class is the first step in preparing individuals for a third or fourth grade license examination with the City of Seattle and the Tacoma Steam Advisory Certification Board. To qualify for license examination, eighty hours of observation time is also required. The eighty hours can be either observation on a job site or completion of BLRS 111, Boiler Operator Lab. For up-to-the-minute license exam information and changes, contact the City of Seattle or the City of Tacoma. Textbook required.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
Q209	TTh	05:30P-09:30P	ONLINE	Jan 5 - Mar 11	ONLINE	DUONG L	\$999.00 Per Course -STU FUND-T&I	Open 14 Enrolled / 1 Seats Available ; Waitlist / 3 Students on Waitlist	

## BOILER OPERATOR

### BLRS 210 - BOILER OPERATOR REFRESHER COURSE - .0 credits

The purpose of this refresher training is to ensure the safe operation of boilers and accessories with a review of the following areas: codes and regulations, safety, operation of boilers and new technology. A Certificate of Award is issued upon successful completion of this class as proof to the City of Seattle and the Tacoma Steam Advisory Certification Board for renewal of your boiler operator's license.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
Q212	TTh	05:00P-09:00P	ONLINE	Feb 23 - Feb 25	ONLINE	JACKSON J	\$149.00 Per Course -STU FUND-T&I	Cancelled	
Q215	TTh	05:00P-09:00P	ONLINE	Mar 2 - Mar 4	ONLINE	JACKSON J	\$149.00 Per Course -STU FUND-T&I	Cancelled	

## BUSINESS

### BUS 130 - SMALL BUSINESS MARKETING - 5.0 credits

Students learn the fundamentals of marketing, from feasibility studies to creating a marketing plan. Coursework focuses on differences between marketing for products and services, maintaining customer relationships, and principles of selling.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	MCKINNON S	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 28 Enrolled / 12 Seats Available	OER (no textbook to purchase)

### BUSINESS

#### BUS 230 - PRINCIPLES OF OPERATION MANAGEMENT - 5.0 credits

The achievement of organizational objectives through people and other resources is the main emphasis of this course. Using a focus on quality tools along with human and technical resources combined in a way to achieve the organization's goals will be thoroughly explored.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	MCKINNON S	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 31 Enrolled / 9 Seats Available	OER (no textbook to purchase)

### BUSINESS

#### BUS 270 - HUMAN RESOURCES MANAGEMENT - 5.0 credits

This course covers fundamental human resources topics from start to finish: determining the need for new positions, writing effective job postings, conducting interviews, establishing compensation and benefits, training new and continuing employees, and retaining talent.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	MCKINNON S	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 6 Enrolled / 34 Seats Available	

### BUSINESS

#### BUS& 101 - INTRODUCTION TO BUSINESS - 5.0 credits

Students learn the foundations of the contemporary world of business. The free enterprise system, types of business ownership, marketing, financing, TQM and ethics and social responsibilities of business are some of the topics covered in this course.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
B203	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	PHILPOTT M MCKINNON S	\$12.00 Per Course - ONLINE ELEARNING FEE	Open 29 Enrolled / 1 Seats Available ; Waitlist / 1 Students on Waitlist	OER (no textbook to purchase)

### BUSINESS

#### BUS& 201 - BUSINESS LAW - 5.0 credits

This course provides an introduction to the fundamental principles of law and the American legal system including its social, political, and philosophical roots. It examines the origin, evolution, and concepts of the law and judicial system, including torts, contracts, agency, Uniform Commercial Code, Constitutional law, forms of business organizations, consumer protection and governmental regulation of business. The emphasis is on gaining a practical understanding of these topics.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
B371	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	MCKINNON S	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 39 Enrolled / 1 Seats Available	OER (no textbook to purchase)

### CENTRAL SERVICE TECH

#### CST 100 - CENTRAL SERVICE TECHNICIAN FUNDAMENTALS - 8.0 credits

The student learns the role and responsibilities of a Central Service Technician including regulations and standards, surgical instrumentation, cleaning and decontaminations, disinfection, sterilization, packaging and storing. Students demonstrate knowledge of legal issues, HIPAA, safety precautions/preventions. Student must model professional appearance, value diversity in the workplace and possess the ability to communicate effectively and professionally with patients and staff. Students demonstrate knowledge of quality assurance and quality control and adhere to policies and procedures used in the clinical setting.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MTW	08:00A-02:30P	J203	Jan 5 - Mar 25	FACE-TO-FACE	KNOX A ALI J	\$14.62 Per Year -MED MAL & GEN LIAB INS ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 12 Enrolled / 8 Seats Available	

### CENTRAL SERVICE TECH

#### CST 102 - HEALTHCARE PROVIDER FIRST AID/CPR,AED&BLOODBORNE - 2.0 credits

This course covers one- and two-person, adult, child and infant CPR. Students practice caring for a person with foreign body airway obstruction (FBAO), personal barriers techniques and use of Automated External Defibrillator (AED). The course teaches to effectively recognize and treat in critical minutes until Emergency Medical Services (EMS) arrive. Topics include: general first aid principles, medical, injury and environmental emergencies, and blood borne pathogens. This course is approved by OSHA, WISHA (Labor and Industries) for healthcare providers. An AHA card will be issued upon the successful completion of a written exam and skills evaluation. In addition, the mandatory seven hours of HIV/AIDS education for healthcare providers is included.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	B202	Jan 5 - Mar 25	FACE-TO-FACE	KNOX A BELL J	\$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 12 Enrolled / 8 Seats Available	

### CENTRAL SERVICE TECH

#### CST 104 - CENTRAL SERVICE BASIC SCIENCES - 3.0 credits

This course covers the basic principles of microbiology, human anatomy and medical terminology, and how it pertains to infection control and communications in sterile processing.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
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	MTW	08:00A-02:30P	J203	Jan 5 - Mar 25	FACE-TO-FACE	KNOX A ALI J	\$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 12 Enrolled / 8 Seats Available	
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## CENTRAL SERVICE TECH

### CST 105 - CENTRAL SERVICE TECHNICIAN SKILLS LABORATORY - 3.0 credits

Students are introduced to and perform some of the basic hands-on tasks required of a Central Service Technician. This includes the wrapping items for sterilization, learning both envelope and sequential folding styles, and proper methods for heat sealing sterilization techniques. Students are expected to identify a minimum of 100 instruments and assemble into surgical trays. Students are given an overview of the proper handling and processing of endoscopes.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MTW	08:00A-02:30P	J203	Jan 5 - Mar 25	FACE-TO-FACE	KNOX A	\$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 12 Enrolled / 8 Seats Available	

## CHEMISTRY

### CHEM&121 - INTRODUCTION TO CHEMISTRY - 5.0 credits

This introductory course discusses the basic concepts in general and inorganic chemistry. It is designed to prepare students for coursework in health sciences or more advanced scientific coursework by laying the foundation of the most 'elemental' science - chemistry. Topics covered range from the nature of atoms to chemical reactions and include homework, laboratories, exams, and group exercises. General education distribution area: Natural Science, with lab. PREREQUISITE(S): Placement into MATH 095; or completion of MATH 085, MATH 092, AMATH 185, or AMATH 190 with a 2.0 or higher; or completion of AMATH 175 with a 3.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
G522	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	KAUR R	\$12.00 Per Course -ONLINE ELEARNING FEE	Full ; Waitlist / 8 Students on Waitlist	OER (no textbook to purchase)
N400	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	KAUR R	\$12.00 Per Course -ONLINE ELEARNING FEE	Full ; Waitlist / 9 Students on Waitlist	OER (no textbook to purchase)

## CHEMISTRY

### CHEM&131 - INTRODUCTION TO ORGANIC AND BIOLOGICAL CHEMISTRY - 5.0 credits

Introduction to organic chemistry and biochemistry includes study of the nomenclature, structure, reactions and synthesis of organic compounds and biochemistry applications in nursing field. Structure and properties of the major classes of organic compounds with particular reference to organic molecules and their relationship to polymers, such as carbohydrates, lipids, proteins, and nucleic acids. Course is primarily intended for those who are interested in the application of the principles of organic chemistry and biochemistry to related areas of science such as genetics, microbiology, physiology, and nutrition. Course learning involves lectures and labs. General education distribution area: Natural Science, with lab. PREREQUISITE(S): Completion of CHEM& 121, with a 2.0 or higher, or instructor permission.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
N762	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	KAUR R	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 20 Enrolled / 5 Seats Available	

## COLLEGE SUCCESS

### COL 101 - COLLEGE SUCCESS - 2.0 credits

Upon successful completion of this course, you will be able to demonstrate the skills necessary to succeed at Renton Technical College and beyond, including time management, information literacy, wellness, financial literacy, and appreciation of diversity and inclusion.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 5	ONLINE	ABDALLAH B	\$12.00 Per Course -ONLINE ELEARNING FEE	Cancelled	OER (no textbook to purchase)
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 5	ONLINE	ABDALLAH B	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 21 Enrolled / 3 Seats Available	OER (no textbook to purchase)
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 5	ONLINE	BAKER-SHERMA	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 21 Enrolled / 3 Seats Available	OER (no textbook to purchase)
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 5	ONLINE	FALCONER E	\$12.00 Per Course -ONLINE ELEARNING FEE	Cancelled	OER (no textbook to purchase)
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 5	ONLINE	GRAHAM E	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 20 Enrolled / 4 Seats Available	OER (no textbook to purchase)
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 5	ONLINE	LEHNHOFF L	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 21 Enrolled / 3 Seats Available	OER (no textbook to purchase)
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 5	ONLINE	NGIAM K	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 19 Enrolled / 5 Seats Available	OER (no textbook to purchase)
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 5	ONLINE	PHILPOTT M	\$12.00 Per Course -ONLINE ELEARNING FEE	Cancelled	OER (no textbook to purchase)
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 5	ONLINE	PHILPOTT M	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 15 Enrolled / 9 Seats Available	OER (no textbook to purchase)
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 5	ONLINE	ROBINSON S	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 19 Enrolled / 5 Seats Available	OER (no textbook to purchase)
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 5	ONLINE	SCOTT K	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 20 Enrolled / 4 Seats Available	OER (no textbook to purchase)
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 5	ONLINE	STENSLIE K	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 23 Enrolled / 1 Seats Available	OER (no textbook to purchase)

## COMMERCIAL BLDG ENG

### CBE 101 - FUNDAMENTALS OF ELECTRICITY AND LAB - 6.0 credits

This course covers basic electrical theory, testing, troubleshooting, schematics and symbols, circuit construction plus other related items used in the industrial and commercial maintenance fields. Lock-out/tag-out regulations are also included. Part of this course is a hands-on lab featuring components, wiring and application of basic electrical systems.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MW	12:00P-04:00P	E415	Jan 5 - Mar 25	HYBRID	HUDSON E	\$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Permission Code Needed	

## COMMERCIAL BLDG ENG

### CBE 105 - BOILER OPERATORS - 8.0 credits

This course consists of the care and operation of boilers in preparation for the City of Seattle's boiler operator exams. Electrical interlocks and schematics along with confined space entry regulations as used in the industrial and commercial maintenance fields are also covered.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	AL-KINANI H	\$12.00 Per Course -ONLINE ELEARNING FEE	Permission Code Needed	
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	COOK J	\$12.00 Per Course -ONLINE ELEARNING FEE	Permission Code Needed	

## COMMERCIAL BLDG ENG

### CBE 204 - ARCHITECTURAL PRINTS AND LAB - 5.0 credits

This course helps students learn how to read and interpret commercial building's architectural, mechanical and electrical blueprints, and understand their relationship to actual building systems.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	HUDSON E	\$12.00 Per Course -ONLINE ELEARNING FEE	Permission Code Needed	

## COMMERCIAL BLDG ENG

### CBE 216 - WELDING FUNDAMENTALS AND LAB - 4.0 credits

This course covers gas cutting, brazing, and soldering and electrical welding (stick, MIG and TIG) used by individuals working in an industrial maintenance environment. Most of this course is a hands-on lab featuring various types of welders and applications.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	TTh	08:00A-11:30A	A10	Jan 5 - Mar 25	HYBRID	WOODBIDGE P	\$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Permission Code Needed	
	TTh	05:00P-08:30P	A10	Jan 5 - Mar 25	HYBRID	WOODBIDGE P	\$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Permission Code Needed	

## COMMUNICATIONS

### CMST&101 - INTRODUCTION TO COMMUNICATION - 5.0 credits

In this course students study the fundamentals of the communication process and apply them to personal and workplace relationships. Emphasis is on applying communication theory to interviewing, small group communications and public speaking. Students are required to prepare and give oral presentations. General education distribution area: Humanities.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
G106	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	EDWARDS M	\$12.00 Per Course - ONLINE ELEARNING FEE	Full	Low-Cost Textbook (\$50 or less)
N436	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	EDWARDS M	\$12.00 Per Course - ONLINE ELEARNING FEE	Open 24 Enrolled / 3 Seats Available ; Waitlist / 2 Students on Waitlist	Low-Cost Textbook (\$50 or less)
N438	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	EDWARDS M	\$12.00 Per Course - ONLINE ELEARNING FEE	Open 15 Enrolled / 12 Seats Available	Low-Cost Textbook (\$50 or less)

## COMMUNICATIONS

### CMST&220 - PUBLIC SPEAKING - 5.0 credits

This course in public speaking helps students develop effective speaking skills through understanding the elements involved in effective speech. Students will prepare speeches designed for a variety of purposes. General education distribution area: Humanities.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
N770	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	EDWARDS M	\$12.00 Per Course - ONLINE ELEARNING FEE	Open 20 Enrolled / 7 Seats Available ; Waitlist / 2 Students on Waitlist	OER (no textbook to purchase)

## COMPOSITION

### COMP 100 - APPLIED COMPOSITION - 5.0 credits

This practical writing course assists student with academic writing. The class incorporates journal summaries and basic essay formats to help students build on their sentence and paragraph strengths to be successful in college-level writing. This class assists students in moving their writing forward through practice.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
G854	ARRANGED	ARR-ARR	ONLINE	Feb 1 - Mar 25	ONLINE	LESMEISTER M	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 6 Enrolled / 19 Seats Available	
G856	ARRANGED	ARR-ARR	ONLINE	Feb 1 - Mar 25	ONLINE	LESMEISTER M	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 7 Enrolled / 18 Seats Available	
G108	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	WALSH S	\$12.00 Per Course -ONLINE ELEARNING FEE	Full	
G124	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	HIGGINS K	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 14 Enrolled / 11 Seats Available	
G132	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	WALSH S	\$12.00 Per Course -ONLINE ELEARNING FEE	Full	
							\$12.00 Per Course -ONLINE ELEARNING FEE	Full - Waitlist / 2 Students	OER (no textbook to purchase)



G134	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	WALSH S	TRAVIN L OLSON H ELEARNING FEE	Open 17 Enrolled / 7 Seats Available	OER (no textbook to purchase)
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## COMPUTER NETWORK ARC

### CNA 335 - PROGRAMMING AND SCRIPTING FOR NETWORK MANAGEMENT - 5.0 credits

Students master the modern command line terminal in this course. Students will learn to automate control of package managers, network configuration, compilation of programs, and communication between hardware components. Students will learn to remotely administrate systems through command line and remote desktop. Students will use Python to automate remote configuration, and build RESTful interfaces. PREREQUISITE(S): CNA 336 with a 2.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	W	06:00P-08:30P	ONLINE	Jan 5 - Mar 25	ONLINE	ELLIS J	\$12.00 Per Course - ONLINE ELEARNING FEE	Open 19 Enrolled / 5 Seats Available	Class meets via Zoom during time listed. OER (no textbook to purchase).

## COMPUTER NETWORK ARC

### CNA 350 - INTRODUCTION TO VIRTUALIZATION - 5.0 credits

Students will transform virtual machines and containers into a variety of network components including web servers, databases, and load balancers. Students will combine components to build distributed architectures. Students should be familiar with Linux, TCP/IP, routing, and scripting languages such as Python. PREREQUISITE(S): CNA 336 and CNA 337 with a 2.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	T	06:00P-08:30P	ONLINE	Jan 5 - Mar 25	ONLINE	RUBIN Z	\$12.00 Per Course - ONLINE ELEARNING FEE	Open 19 Enrolled / 5 Seats Available	Class meets via Zoom during time listed. OER (no textbook to purchase).

## COMPUTER NETWORK ARC

### CNA 481 - TROUBLESHOOTING PHYSICAL AND VIRTUAL NET INFRASTR - 5.0 credits

In this course students will learn how to use monitoring and troubleshooting tools on physical and virtual network infrastructures. Hands-on lab scenarios cover the necessary troubleshooting skills needed to utilize both commercial and open source tools such as FCAPS, NAGIOS, NGS3, and LogZilla. PREREQUISITE(S): Completion of CNA 480 with a 2.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	RUBIN Z	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 17 Enrolled / 7 Seats Available	OER (no textbook to purchase)

## COMPUTER NETWORK ARC

### CNA 492 - NETWORK ARCHITECTURE CAPSTONE PROJECT - 5.0 credits

Students are given various scenarios in computer networking design, security, infrastructure, servers, unified telephony, video and wireless in an enterprise model. After researching, planning, designing, implementing, and testing the scenario, students document and present their findings in a concise and professional manner consistent with current IT business practices. PREREQUISITE(S): Completion of CNA 421, 440, 450, 480, and 481 with a 2.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	RUBIN Z	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 17 Enrolled / 7 Seats Available	OER (no textbook to purchase)

## COMPUTER NETWORK ARC

### CNA 493 - COOPERATIVE EDUCATION/INTERNSHIP - 5.0 credits

This course provides the option of cooperative education/internship training in the BAS in Computer Network Architecture program. Instructor approval is required. The experience may be paid or unpaid. PREREQUISITE(S): Completion of CNA 335 and CNA 350 with a 2.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	RUBIN Z	\$12.00 Per Course -ONLINE ELEARNING FEE	Permission Code Needed	OER (no textbook to purchase)

## COMPUTER NETWORK TEC

### CNT 156 - COMPTIA A+ CORE I - 5.0 credits

Students with little or no IT background will learn computer technology and computer troubleshooting in this first preparation course for the CompTIA A+ 220-1001 industry certification exam. This certification, which is one of two exams that help you establish an IT career, includes PC maintenance, networking, mobile devices, laptops, operating systems, printers, security and troubleshooting techniques. Students will cover these topics in detail.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
L103	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	TARVIN L OLSON H	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 29 Enrolled / 2 Seats Available ; Waitlist / 1 Students on Waitlist	
L104	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	TARVIN L OLSON H	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 16 Enrolled / 14 Seats Available	

## COMPUTER NETWORK TEC

### CNT 160 - COMPTIA A+ CORE II - 5.0 credits

This class builds on the knowledge and skills content from CNT 156. Topics include PC maintenance, networking, mobile devices, laptops, operating systems, printers, security and troubleshooting techniques. This course will prepare students for CompTIA's A+ 220-1002 exam. PREREQUISITE(S): Completion of CNT 156 with a 2.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	TARVIN L OLSON H	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 14 Enrolled / 10 Seats Available	OER (no textbook to purchase)

## COMPUTER NETWORK TEC

### CNT 161 - NETWORKING AND CUSTOMER SERVICE - 5.0 credits

### CNT 240 - ROUTING AND SWITCHING I - 5.0 credits

The course provides the foundational knowledge of network layers 1-3 applicable to core routing and switching and introduces advanced technologies. Topics include the interactions and network functions of firewalls, wireless controllers and access points, along with additional focus on IPv6 and basic network security. This course prepares students for Cisco ICND1 (100-105), Cisco ICND2 (200-105), and the Cisco CCNA composite exam (200-125).

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MW	08:00A-09:30A	ONLINE	Jan 5 - Mar 25	ONLINE	SANDERSON B	\$12.00 Per Course -ONLINE EARNING FEE	Open 13 Enrolled / 11 Seats Available	Class meets via Zoom during time listed.

### COMPUTER NETWORK TEC

#### CNT 250 - ROUTING AND SWITCHING II - 5.0 credits

The course provides the knowledge and skills needed to install, configure, operate, and troubleshoot a small enterprise network. Key topics include QoS elements, virtualized and cloud services, along with controller types and tools that are available to support software defined network architectures. This course prepares student for the Cisco ICND1 (100-105), Cisco ICND2 (200-105), and the Cisco CCNA composite exam (200-125).

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	DAY C	\$12.00 Per Course -ONLINE EARNING FEE	Open 9 Enrolled / 15 Seats Available	OER (no textbook to purchase)

### COMPUTER NETWORK TEC

#### CNT 254 - NETWORK INFRASTRUCTURE - 5.0 credits

This course focuses on installation, storage, and OS features and functionality available in Windows Server 2016. Special emphasis is placed on deployment and configuration of physical network infrastructure and introduction to virtual networks with Hyper-V. Students prepare for TestOut's Server Pro 2016 exam and Microsoft's Installation, Storage, and Compute with Windows Server 2016 certification exam (70-740).

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	TTh	08:00A-09:30A	ONLINE	Jan 5 - Mar 25	ONLINE	SANDERSON B	\$12.00 Per Course -ONLINE EARNING FEE	Open 14 Enrolled / 10 Seats Available	Class meets via Zoom during time listed.

### COMPUTER NETWORK TEC

#### CNT 256 - AWS CLOUD FOUNDATIONS - 5.0 credits

This course introduces cloud computing concepts and fundamentals. It is focused on AWS services so that you can make informed decisions about IT solutions based on business requirements. The course also prepares students for the AWS Certified Cloud Practitioner (CCP) exam.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MW	12:00P-01:30P	ONLINE	Jan 5 - Mar 25	ONLINE	SANDERSON B	\$12.00 Per Course - ONLINE EARNING FEE	Open 8 Enrolled / 16 Seats Available	Class meets via Zoom during time listed. OER (no textbook to purchase).

### COMPUTER NETWORK TEC

#### CNT 259 - SECURE ENTERPRISE NETWORKS - 5.0 credits

This course emphasizes planning, deployment and maintenance of enterprise networks. Students work with Linux and Windows-based networks to appropriately scale networks to meet industry demands. The course has a heavy emphasis on security: firewall essentials and configuration steps for security, networking, threat prevention, logging, and reporting features. This course prepares students for the Palo Alto Networks Installation, Configuration, and Management (PAN-EDU-201) exam.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	DAY C	\$12.00 Per Course -ONLINE EARNING FEE	Open 9 Enrolled / 15 Seats Available	OER (no textbook to purchase)

### COMPUTER NETWORK TEC

#### CNT 263 - COMPTIA LINUX+ - 5.0 credits

This course provides introductory and advanced coverage of Linux systems administration. It is designed to help students successfully pass CompTIA's Linux+ Certification exam. The course covers the Red Hat E54 release and equips students with the information necessary to remain current with industry changes.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	DAY C	\$12.00 Per Course -ONLINE EARNING FEE	Open 10 Enrolled / 14 Seats Available	

### COMPUTER NETWORK TEC

#### CNT 290 - NEXT LEVEL NETWORKING TOPICS - 5.0 credits

This is a special topics class in computer networking. Students gain familiarity with topics such as additional network operating systems, VMware ESXi/Vsphere, software-designed networks, cloud computing, and co-location and network migration. Students complete assignments using both physical and virtual hands-on labs. The course serves as a familiarization experience for the BAS in Network Architecture.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	TTh	12:00P-01:30P	ONLINE	Jan 5 - Mar 25	ONLINE	SANDERSON B	\$12.00 Per Course -ONLINE EARNING FEE	Open 7 Enrolled / 17 Seats Available	Class meets via Zoom during time listed.

### COMPUTER NETWORK TEC

#### CNT 294 - INTERNSHIP/COOPERATIVE EDUCATION - 5.0 credits

This course provides the option of cooperative/internship training in computer networks, within the prescribed hours of the student's program of study. Instructor approval is required, and the experience can be either paid or unpaid.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	TARVIN L	\$12.00 Per Course -ONLINE EARNING FEE	Permission Code Needed	OER (no textbook to purchase)



## COMPUTER SCIENCE

### CSI 120 - COMPUTER PROGRAMMING I - 5.0 credits

This course introduces the basics of computer programming and problem solving. Students will develop skills in designing and writing simple computer programs in an integrated programming environment (IDE). Topics include flowchart concepts, language syntax, data types and operators, methods, control structures such as conditionals and loops, and arrays.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
L509	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	JANG Y	\$12.00 Per Course -ONLINE EARNING FEE	Open 27 Enrolled / 3 Seats Available ; Waitlist / 3 Students on Waitlist	
L510	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	DAY C	\$12.00 Per Course -ONLINE EARNING FEE	Open 21 Enrolled / 9 Seats Available	

## COMPUTER SCIENCE

### CSI 122 - COMPUTER PROGRAMMING II - 5.0 credits

Students write creative programs demonstrating skill in structured design and code, using decision and iteration structures, as well as effective documentation. Students learn to write event-driven applications using forms, controls, properties and methods. PREREQUISITE(S): Completion of CSI 120 with a 2.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	JANG Y	\$12.00 Per Course -ONLINE EARNING FEE	Open 23 Enrolled / 1 Seats Available	OER (no textbook to purchase)

## COMPUTER SCIENCE

### CSI 124 - COMPUTER PROGRAMMING III - 5.0 credits

Students are introduced to the concepts of object-oriented programming. Students learn to write applications using structures, classes, interfaces, inheritance and polymorphism. In addition, students learn to use and create delegates, events, collections, exceptions, dynamic link libraries and input/output streams to build real-world applications. PREREQUISITE(S): Completion of CSI 122 with a 2.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MW	10:30A-11:30A	ONLINE	Jan 5 - Mar 25	ONLINE	GILL D	\$12.00 Per Course - ONLINE EARNING FEE	Open 6 Enrolled / 18 Seats Available	Class meets via Zoom during time listed. OER (no textbook to purchase).

## COMPUTER SCIENCE

### CSI 130 - DATABASE DESIGN - 5.0 credits

This is an introductory course for the student with little or no experience designing and building relational databases. The students learn the basics of relational database theory and rules of normalization, and how to incorporate business requirements into the design for a database. They also learn to use a program or language such as Structured Query Language (SQL) to create basic database objects and to manipulate data.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MW	09:10A-10:00A	ONLINE	Jan 5 - Mar 25	ONLINE	GILL D	\$12.00 Per Course - ONLINE EARNING FEE	Open 22 Enrolled / 2 Seats Available	Class meets via Zoom during time listed. Low-Cost Textbook (\$50 or less).

## COMPUTER SCIENCE

### CSI 140 - FRONT-END WEB DEVELOPMENT - 5.0 credits

Students will learn the basic elements defined in the HTML language to initially build simple web pages and forms, then adding semantics, structures, and more sophisticated forms using HTML5 elements. In the second part of this course, students will add styles to their web pages and forms using Cascading Style Sheets (CSS). In the final project, students should be able to design quality web pages as rated by professionals.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	ZERROUKI L	\$12.00 Per Course -ONLINE EARNING FEE	Open 7 Enrolled / 17 Seats Available	Low-Cost Textbook (\$50 or less)

## COMPUTER SCIENCE

### CSI 226 - COMPUTER PROGRAMMING IV - 5.0 credits

In this advanced programming course, students continue refining their coding skills in topics such as polymorphism, encapsulation, asynchronous programming, multi-threaded applications, and distributed applications. PREREQUISITE(S): Completion of CSI 124 with a 2.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	TTh	09:00A-10:30A	ONLINE	Jan 5 - Mar 25	ONLINE	ZERROUKI L	\$12.00 Per Course - ONLINE EARNING FEE	Open 12 Enrolled / 12 Seats Available	Class meets via Zoom during time listed. OER (no textbook to purchase).

## COMPUTER SCIENCE

### CSI 234 - APPLIED DATABASE DEVELOPMENT - 5.0 credits

This course is designed for the student who is already familiar with basic relational database theory. The focus of this course is databases in the n-tier client/server development model. Students learn and utilize more advanced program or language topics, such as enterprise-level objects, views, stored procedures, functions, indexes, constraints, transaction handling, and triggers in event-driven database applications. Additionally, the class covers best practices in administration, user management and security, including effective planning for updates, backup, and disaster recovery. PREREQUISITE(S): Completion of CSI 130 with a 2.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	TTh	11:00A-12:30P	ONLINE	Jan 5 - Mar 25	ONLINE	GILL D	\$12.00 Per Course - ONLINE EARNING FEE	Open 12 Enrolled / 12 Seats Available	Class meets via Zoom during time listed. Low-Cost Textbook (\$50 or less).

## COMPUTER SCIENCE

### CSI 242 - CLIENT-SIDE SCRIPTING - 5.0 credits

Students build their front-end web development skills by creating dynamic web pages with user-friendly structure, graphics, and animations. Emphasis is placed on event handlings, style properties, and content manipulation (filters, patterns, elements, detection or creation of events) using scripting tools such as Javascript and JQuery. PREREQUISITE(S): Completion of CSI 140 with a 2.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	TTh	10:30A-12:00P	ONLINE	Jan 5 - Mar 25	ONLINE	JANG Y	\$12.00 Per Course - ONLINE EARNING FEE	Open 14 Enrolled / 10 Seats Available	Class meets via Zoom during time listed. OER (no textbook to purchase).

## COMPUTER SCIENCE

### CSI 250 - RICH INTERNET APPLICATIONS - 5.0 credits

This course introduces the technologies of a rich internet application. Topics may include JavaScript frameworks such as AngularJS, Node.js, AJAX, and the data-interchange format such as JSON, as well as the ASP.NET MVC framework. PREREQUISITE(S): Completion of CSI 242 with a 2.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	SCHARLAU T	\$12.00 Per Course -ONLINE EARNING FEE	Open 4 Enrolled / 20 Seats Available	OER (no textbook to purchase)

## COMPUTER SCIENCE

### CSI 260 - INTRODUCTION TO DATA STRUCTURES AND ALGORITHMS - 5.0 credits

This course provides an introduction to mathematical modeling of computational problems. It covers the common algorithms, algorithmic paradigms, and data structures used to solve these problems. The course emphasizes the relationship between algorithms and programming, and introduces basic performance measures and analysis techniques for these problems. PREREQUISITE(S): Completion of CSI 226 with a 2.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MW	09:00A-10:30A	ONLINE	Jan 5 - Mar 25	ONLINE	ZERROUKI L	\$12.00 Per Course -ONLINE EARNING FEE	Open 9 Enrolled / 15 Seats Available	Class meets via Zoom during time listed.

## COMPUTER SCIENCE

### CSI 293 - CAPSTONE DESIGN AND DEVELOPMENT PROJECT - 5.0 credits

A comprehensive project, conceived by the student and approved by instructors, demonstrates the capability to integrate the major academic areas of communications, systems analysis and program development. Students are required to conceptualize, design, code, and test a web-based programming project of their own creation. The project must utilize a database, graphics, user-friendly interfaces, and full written internal and external documentation. Students work with instructors on all pre-approved phases of the project. This project is mandatory for all students not in full-time cooperative/internship education.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	ZERROUKI L	\$12.00 Per Course -ONLINE EARNING FEE	Open 5 Enrolled / 19 Seats Available	

## COMPUTER SCIENCE

### CSI 294 - COOPERATIVE EDUCATION/INTERNSHIP - 10.0 credits

This course provides the option of cooperative/internship training in computer science, within the prescribed hours of the student's program of study. Instructor approval is required, and the experience can be either paid or unpaid. (Hours to 330 and credits to 10.)

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	ZERROUKI L	\$12.00 Per Course -ONLINE EARNING FEE	Permission Code Needed	

## COMPUTER SCIENCE

### CSI 340 - SOFTWARE APPLICATION DEVELOPMENT I - 5.0 credits

Utilizing software development methodologies, students will gain experience in programming web applications using the Windows platform. Emphasis will be put on user experience, responsive web interfaces, testing, deployment and security. PREREQUISITE(S): Completion of CSI 330 with a 2.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	T	06:30P-09:30P	ONLINE	Jan 5 - Mar 25	ONLINE	ZERROUKI M	\$12.00 Per Course -ONLINE EARNING FEE	Open 22 Enrolled / 2 Seats Available	Class meets via Zoom during time listed.

## COMPUTER SCIENCE

### CSI 345 - ADVANCED DATA STRUCTURES AND ALGORITHMS - 5.0 credits

Students will learn to program data structures important for supporting application development, such as stacks, queues, hashables, sets, maps, trees, heaps and graphs, in addition to various searching and sorting algorithms. Emphasis will be put on algorithmic efficiency and practical applications related to computer science. PREREQUISITE(S): Completion of CSI 335 with a 2.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	Th	06:30P-09:30P	ONLINE	Jan 5 - Mar 25	ONLINE	ZERROUKI L	\$12.00 Per Course - ONLINE EARNING FEE	Open 22 Enrolled / 2 Seats Available	Class meets via Zoom during time listed. Low-Cost Textbook (\$50 or less).

## COMPUTER SCIENCE

### CSI 475 - ADVANCED DATABASE INTELLIGENCE - 5.0 credits

Students will use ETL to integrate, clean, and transform data from multiple sources into a resultant data set to be loaded into a data warehouse. Advanced SQL will be written against the warehouse to help extract business insights. PREREQUISITE(S): Completion of CSI 345 and CSI 470 with a 2.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	T	06:30P-09:30P	ONLINE	Jan 5 - Mar 25	ONLINE	FRIGON S	\$12.00 Per Course - ONLINE EARNING FEE	Open 21 Enrolled / 3 Seats Available	Class meets via Zoom during time listed. Low-Cost Textbook (\$50 or less).

## COMPUTER SCIENCE



### CSI 483 - IT PROJECT MANAGEMENT - 5.0 credits

In this course students will learn the concepts, methodologies, and tools to successfully plan, manage, develop and deploy an IT development project. Students will employ the discipline of procuring, organizing and managing resources in a way that the project is completed within defined scope, quality, time and cost constraints. Mastering project management with the application of Agile methodologies is a key to gaining a competitive advantage. PREREQUISITE(S): Completion of CSI 350 with a 2.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	Th	06:30P-09:30P	ONLINE	Jan 5 - Mar 25	ONLINE	FRIGON S	\$12.00 Per Course - ONLINE EARNING FEE	Open 21 Enrolled / 3 Seats Available	Class meets via Zoom during time listed. Low-Cost Textbook (\$50 or less).

### CONSTRUCTION MGMT

#### CONST103 - INTRODUCTION TO COMPUTERS - 2.0 credits

This 2-credit module prepares students to utilize word & spreadsheet processing features to increase the functionality of their documents in a construction management environment. Students will learn to create electronic documents and format tables. Students will learn to utilize advanced features of the spreadsheet processing package, working with formulas and functions, creating macros, and preparing worksheets with a focus on construction math breakouts and calculations.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	HANSON G	\$12.00 Per Course -ONLINE EARNING FEE	Open 9 Enrolled / 15 Seats Available	OER (no textbook to purchase)

### CONSTRUCTION MGMT

#### CONST115 - BUDGETING & ACCOUNTING FOR CONSTRUCTION MGMT - 5.0 credits

Learn basic budgeting and accounting principles and how to utilize them for the construction industry. Review how to track costs and resources on construction systems. Develop and create job forecasts. Manage reports on costs and profits at a project level. PREREQUISITE(S): Completion of MATH 075 or AMATH 175 with a 2.0 or higher, or equivalent placement.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	T	06:00P-09:00P	ONLINE	Jan 5 - Mar 25	ONLINE	PULLIAM J	\$12.00 Per Course -ONLINE EARNING FEE	Open 11 Enrolled / 13 Seats Available	

### CONSTRUCTION MGMT

#### CONST150 - EROSION AND SEDIMENT CONTROL PLANNING & DESIGN - 3.0 credits

This course teaches the planning and design of erosion and sediment control for construction sites with earth disturbance activities. It covers the construction stormwater pollution prevention guidance provided in the most recent version of: a) The Washington State Department of Ecology Stormwater Management Manual for Western Washington, or b) The Washington State Department of Ecology Stormwater Management Manual for Eastern Washington. Students will learn how to prepare the Erosion and Sediment Control Plan (ESCP).

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	W	07:30P-09:30P	ONLINE	Jan 5 - Mar 25	ONLINE	NGIAM K	\$12.00 Per Course -ONLINE EARNING FEE	Open 8 Enrolled / 16 Seats Available	Low-Cost Textbook (\$50 or less)

### CONSTRUCTION MGMT

#### CONST183 - MECHANICAL AND ELECTRICAL SYSTEMS - 3.0 credits

Further develop skills and understanding on how to read and interpret mechanical and electrical drawings and specifications. Emphasis on integrating the scope of work and sustainable practices into the total project. Major areas covered are HVAC, plumbing, electrical and fire sprinklers. PREREQUISITE(S): Completion of MATH 075 or AMATH 175 with a 2.0 or higher, or equivalent placement.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	W	05:30P-07:15P	ONLINE	Jan 5 - Mar 25	ONLINE	PULLIAM J	\$12.00 Per Course -ONLINE EARNING FEE	Open 22 Enrolled / 2 Seats Available	

### CONSTRUCTION MGMT

#### CONST225 - CONTRACT ADMINISTRATION AND PROCUREMENT - 3.0 credits

Course covers the typical elements of a construction contract, as well as analysis, interpretation, and implementation of various types of construction contracts. A review of the procurement process, material acquisition and delivery to the jobsite is also studied.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	M	07:30P-09:30P	ONLINE	Jan 5 - Mar 25	ONLINE	PULLIAM J	\$12.00 Per Course -ONLINE EARNING FEE	Open 7 Enrolled / 17 Seats Available	

### CONSTRUCTION MGMT

#### CONST230 - PROJECT MANAGEMENT - PLANNING AND SCHEDULING - 5.0 credits

Understand how to plan a construction project using the CSI MasterFormat and use to build a work breakdown structure (WBS). Identify work packages, tasks, and activities established in the cost estimate, including effort and duration baselines. Create a network diagram and develop a critical path by allotting time for activities within a construction project. Identify risks and alternative strategies that impact schedules and meet project milestones and deadlines. Introduction to scheduling and project management resources and software. PREREQUISITE(S): Completion of CONST 202 with a 2.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	Th	06:00P-09:00P	ONLINE	Jan 5 - Mar 25	ONLINE	PULLIAM J	\$12.00 Per Course -ONLINE EARNING FEE	Open 11 Enrolled / 13 Seats Available	

### CONSTRUCTION MGMT

#### CONST250 - PROJECT SAFETY AND ACCIDENT PREVENTION - 4.0 credits

Learn to implement company safety plans and procedures. Topics covered include identifying and minimizing job hazards, complying with WISHA and OSHA requirements, and understanding and developing a safety communications plan in addressing the risk of unsafe conditions on a construction jobsite. Students have the option to earn the OSHA 30 card in this course.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	Th	06:00P-09:00P	ONLINE	Jan 5 - Mar 25	ONLINE	PULLIAM J	\$15.00 Per Credit -SUPPLY FEE \$15/CR ; \$12.00	Open 14 Enrolled /	Low-Cost Textbook (\$50 or less)



Sa	10:00A-11:00P	ONLINE	Jan 5 - Mar 25	ONLINE	PULLIAM J	Per Course -ONLINE EARNING FEE	10 Seats Available	TEXTBOOK (\$50 or less)
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## CONSTRUCTION MGMT

### CONST269 - LEED GREEN ASSOCIATE PREPARATION - 2.0 credits

This course provides an introduction to green building and sustainable design principles, specifically as they relate to USGBC's LEED Green building rating system, summarizing the critical points of green design, construction and operations. It prepares individuals pursuing GBCI LEED Green Associate credential. Green Associate is the introductory-level credential for LEED, and demonstrates a general understanding of all the LEED rating systems. Students in this course will have access to take the LEED GA Exam at no cost.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	Sa	09:00A-10:15A	ONLINE	Jan 5 - Mar 25	ONLINE	PULLIAM J	\$12.00 Per Course -ONLINE EARNING FEE	Open 16 Enrolled / 8 Seats Available	Low-Cost Textbook (\$50 or less)

## CONSTRUCTION MGMT

### CONST280 - BUILDING CODES - 2.0 credits

Study of the International Building Code includes review of minimum fire and safety standards, introduction to the permit process and environmental regulations for design, construction of buildings, and use and occupancy classifications. Definitions and requirements for types of construction, egress width, exits access, and accessibility are also covered. PREREQUISITE(S): Completion of MATH 075 or AMATH 175 with a 2.0 or higher, or equivalent placement.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	M	06:00P-07:10P	ONLINE	Jan 5 - Mar 25	ONLINE	PULLIAM J	\$12.00 Per Course -ONLINE EARNING FEE	Open 22 Enrolled / 2 Seats Available	Low-Cost Textbook (\$50 or less)

## CULINARY ARTS

### CUL 103 - KNIFE SKILLS I - 3.0 credits

Students learn how to maintain and sharpen a knife, and practice basic knife handling techniques for safety, accuracy and industry production. Also, different knife manufacturing methods, compositions and types used in the industry are reviewed. Students learn classic knife cuts based on ACF standards and learn chiffonade, bouquet garni, sachet d'epices, onion brule and pique, tomato concasse, citrus peeling, zesting and segmenting, and various vegetable specific techniques. Students learn how to display proper knife skills and correct mise en place for setting up a prep station per industry standards with emphasis on useable/unusable trim and proper food handling in production and storage.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MT WTh	07:00A-01:30P ARR ARR	1107 ONLINE	Jan 5 - Mar 25	HYBRID	LEWARK D	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$17.28 Per Credit - CUL.ARTS/ STUDENT MEAL	Open 9 Enrolled / 36 Seats Available	

## CULINARY ARTS

### CUL 104 - BOUCHER - 3.0 credits

Students further hone their knife skills with the fabrication of proteins, identify and fabricate round and flat fish, poultry, pork, lamb, and beef based on USDA standards, grades and specifications. Students participate in primal and secondary meat fabrication in a lab environment while learning the anatomy, grades, butchering techniques, total product utilization with standards for yields and costing. Emphasis is on organization, and sanitation is observed.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	F	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	PARKER T	\$12.00 Per Course -ONLINE EARNING FEE ; \$17.28 Per Credit -CUL.ARTS/ STUDENT MEAL	Open 27 Enrolled / 18 Seats Available	

## CULINARY ARTS

### CUL 105 - FOUNDATIONS - 3.0 credits

Beginning level fundamentals including industry professionalism, culinary history, culinary organizations and classification of food and flavor development. To develop an understanding of the basic principles of sanitation and safety and to be able to apply them in the foodservice operations. Environmental and sustainable practices will be reviewed. To reinforce personal hygiene habits and food handling practices as they relate to chemicals and safe food handling throughout the Flow of Food in a kitchen. ServSafe sanitation is reviewed and a National Restaurant Association ServSafe Exam is offered.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	F	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	LEWARK D	\$12.00 Per Course -ONLINE EARNING FEE	Open 11 Enrolled / 34 Seats Available	

## CULINARY ARTS

### CUL 107 - SAUCIER I - 3.0 credits

Techniques and fundamentals of the sauce kitchen are reviewed. The students have the opportunity to make mirepoix, roux, beurre manie, slurries, liaisons and egg emulsion. Prepare white and brown stocks. Prepare five classic mother sauces (bechamel, espagnole, veloute, tomato and hollandaise sauce) and derivatives. Prepare coulis, infused oils and vinegars. Mise en place and organization, planning, portion control, recipe, and utilization of product. Food quality, sanitation, mise en place and teamwork will be evaluated.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MT WTh	07:00A-01:30P ARR ARR	1107 ONLINE	Jan 5 - Mar 25	HYBRID	LEWARK D	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$17.28 Per Credit - CUL.ARTS/ STUDENT MEAL	Open 9 Enrolled / 36 Seats Available	

## CULINARY ARTS

### CUL 108 - SAUCIER II - 3.0 credits

Techniques and advanced techniques of the soup kitchen are reviewed. Preparation of clear and thick soup, consommés, purees, veloutes, cream soups, bisques and chowders will be offered. Prepare chilled, regional, national, and international soups, the garnishing of soups and proper serving temperatures. Food quality, sanitation, mise en place and teamwork are evaluated.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MT WTh	07:00A-01:30P ARR ARR	1107 ONLINE	Jan 5 - Mar 25	HYBRID	LEWARK D	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$17.28 Per Credit - CUL.ARTS/ STUDENT MEAL	Open 9 Enrolled / 36 Seats Available	



## CULINARY ARTS

### CUL 109 - ENTREMETIER I - 3.0 credits

Prepare potatoes, grains, legumes, pastas, eggs, soups and a variety of vegetables. Preparation and cooking methods such as blanching, parboiling, steaming, simmering, grilling, frying, sauteing, roasting, stewing, braising and baking, cutting, peeling, and trimming. In addition, proper portion sizing, seasoning and presentation are practiced. Food quality, sanitation, mise en place, and teamwork are evaluated.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MT WTh	07:00A-01:30P ARR ARR	I107 ONLINE	Jan 5 - Mar 25	HYBRID	LEWARK D	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$17.28 Per Credit -CUL.ARTS/ STUDENT MEAL	Open 17 Enrolled / 28 Seats Available	

## CULINARY ARTS

### CUL 110 - FUNDAMENTALS I - 3.0 credits

Students prepare various proteins and side dishes using moist heat cooking methods; techniques of poaching, simmering, boiling, and steaming. Proteins and side dishes apply to cafeteria menu offerings. Seasoning, presentation and hot food holding are discussed. Food quality, sanitation, mise en place, and teamwork are evaluated.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MT WTh	07:00A-01:30P ARR ARR	I107 ONLINE	Jan 5 - Mar 25	HYBRID	LEWARK D	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$17.28 Per Credit -CUL.ARTS/ STUDENT MEAL	Open 17 Enrolled / 28 Seats Available	

## CULINARY ARTS

### CUL 111 - FUNDAMENTALS II - 3.0 credits

Display the preparation of various proteins and side dishes using dry heat cooking methods; techniques of broiling, grilling, roasting, baking, sauteing, pan frying and deep frying. Seasoning, presentation and hot food holding are discussed. Food quality, sanitation, mise en place, and teamwork are evaluated.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MT WTh	07:00A-01:30P ARR ARR	I107 ONLINE	Jan 5 - Mar 25	HYBRID	LEWARK D	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$17.28 Per Credit -CUL.ARTS/ STUDENT MEAL	Open 17 Enrolled / 28 Seats Available	

## CULINARY ARTS

### CUL 112 - FUNDAMENTALS III - 3.0 credits

Students will research and study the regions of the United States heritage Melting Pot and International Cooking Cuisines. The cooking methods of the foods indigenous to the specific regions will be discussed. The preparation and cooking should reflect on authenticity, texture, flavor, consistency and appearance. Seasoning, presentation and hot food holding will be discussed. Food quality, sanitation, mise en place and teamwork will be evaluated.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MT WTh	07:00A-01:30P ARR ARR	I107 ONLINE	Jan 5 - Mar 25	HYBRID	LEWARK D	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$17.28 Per Credit -CUL.ARTS/ STUDENT MEAL	Open 17 Enrolled / 28 Seats Available	

## CULINARY ARTS

### CUL 113 - CAFE LEAD - 3.0 credits

Students function as a direct station supervisor, developing leadership and teamwork while being responsible for all CAFE production. Emphasis is on daily assignments, product requisitions, production sheets, following recipes product utilization and coordinating sanitation requirements. The student is accountable for the coordination of station production, and is directly responsible for overseeing the production of the CAFE. A□

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MT WTh	07:00A-01:30P ARR ARR	I107 ONLINE	Jan 5 - Mar 25	HYBRID	LEWARK D	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$17.28 Per Credit -CUL.ARTS/ STUDENT MEAL	Open 17 Enrolled / 28 Seats Available	

## CULINARY ARTS

### CUL 114 - DELICATESSEN I - 3.0 credits

Preparation of deli salads categorized as: tossed, bound, composed, vegetable, gelatin and fruit salads will be reviewed. Prepare vinaigrettes and mayonnaise-based dressings. Prepare salad greens and proper handling with emphasis on correct temperature storing and service of cold food. Proper mise en place and preparation of sandwich meats and cheeses, pizza and dough, and set up of salad bar per recipes. Customer relations with direct daily customer service will be evaluated. Food quality, sanitation, mise en place and team work are evaluated.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MT WTh	07:00A-01:30P ARR ARR	I107 ONLINE	Jan 5 - Mar 25	HYBRID	LEWARK D	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$17.28 Per Credit -CUL.ARTS/ STUDENT MEAL	Open 11 Enrolled / 34 Seats Available	

## CULINARY ARTS

### CUL 115 - DELICATESSEN II - 3.0 credits

Prepare hot and cold delicatessen foods in deli prep kitchen to compose and create special salads and sandwiches. Students prepare closed and open-faced sandwiches, specialty sandwiches, advanced salads, aioli and chutneys. Customer service relations, food quality, food handling, sanitation, mise en place, and teamwork are evaluated.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MT WTh	07:00A-01:30P ARR ARR	I107 ONLINE	Jan 5 - Mar 25	HYBRID	LEWARK D	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$17.28 Per Credit -CUL.ARTS/ STUDENT MEAL	Open 11 Enrolled / 34 Seats Available	

## CULINARY ARTS

### CUL 116 - GARDE MANGER I - 3.0 credits

Students learn about the chaud-froid process and preparations of brined, rubbed, smoked and roasted meats. Preparation of compound butters, infused oils and vinegars, coulis and salsas. Curing, pickling, preparation of hors d'oeuvres canapes, tapas, hot and cold buffet platter will be reviewed. Prepared foods, coulis, salsas and accoutrements will be evaluated with an emphasis on taste, texture and color, and proper food handling techniques. This course involves hands on training in customer relations with direct

will be evaluated with an emphasis on taste, textures and colors, and proper food handling techniques. This course involves hands-on training in customer relations with direct daily customer service.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MT WTh	ARR-ARR 07:00A 01:30P	ONLINE I107	Jan 5 - Mar 25	HYBRID	PARKER T	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$17.28 Per Credit -CUL.ARTS/ STUDENT MEAL	Open 9 Enrolled / 36 Seats Available	

## CULINARY ARTS

### CUL 117 - GARDE MANGER II - 3.0 credits

Students will roast, cure, rub and brine a variety of meats for deli and pantry service. Basic charcuterie fundamentals of forcemeats for galantines, terrines, sausages and aspic are prepared. Production of a composed cold platter for eight to include chemise, galantine, tureen and one solid protein smoked, poached, roasted, braised or grilled. Accompaniments of salad, two standing garnishes and one sauce to be presented and judged per ACF cold standards food quality, sanitation observed.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MT WTh	ARR-ARR 07:00A 01:30P	ONLINE I107	Jan 5 - Mar 25	HYBRID	PARKER T	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$17.28 Per Credit -CUL.ARTS/ STUDENT MEAL	Open 9 Enrolled / 36 Seats Available	

## CULINARY ARTS

### CUL 118 - BREAKFAST COOKERY - 3.0 credits

Preparations of breakfast cookery, including egg styles, meats, batters, starches and garnishes will be reviewed. Students will be evaluated on their speed, efficiency, organization, hygiene, cleanliness, presentation and health consciousness. Students are trained to fulfill contemporary nutritional requirements including the ability to plan and execute nutritionally sound breakfasts. Customer relations service techniques are employed.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MT WTh	06:00A-12:30P ARR ARR	I107 ONLINE	Jan 5 - Mar 25	HYBRID	LEWARK D	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$17.28 Per Credit -CUL.ARTS/ STUDENT MEAL	Open 5 Enrolled / 40 Seats Available	

## CULINARY ARTS

### CUL 119 - BAKERY BASICS - 3.0 credits

Bakery production including equipment, operation and maintenance and scaling. American and European. Skills in preparation of yeast, quick breads, puff pastry, creams, custards, pies, and cookies. Organization, mise en place, bakery bench skills, teamwork, time planning, cake decorating and display presentations.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MTW	07:00A-12:30P	I109	Jan 5 - Mar 25	HYBRID	HOLLAND R	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$17.28 Per Credit -CUL.ARTS/ STUDENT MEAL	Open 6 Enrolled / 39 Seats Available	

## CULINARY ARTS

### CUL 120 - PURCHASING AND RECEIVING - 3.0 credits

Students are involved with invoicing, pricing, costing, and weekly inventories. Review and participation in product identification, storage procedures, inter-department transfers, and inventory control, stocking procedures, FIFO system, and quality control are completed.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MT WTh	ARR-ARR 07:00A 01:30P	ONLINE I107	Jan 5 - Mar 25	HYBRID	PARKER T	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$17.28 Per Credit -CUL.ARTS/ STUDENT MEAL	Open 22 Enrolled / 23 Seats Available	

## CULINARY ARTS

### CUL 121 - DINING ROOM SERVICE - 3.0 credits

Students actively learn the importance of teamwork among kitchen personnel and techniques of service, menu preparation, suggestive selling, point-of-sale procedures, organizing and placing orders, techniques for bus station and dining room setup. Emphasis is on personal appearance, customer relations, attitude, hygiene and safety.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MT	07:00A-01:30P	I107	Jan 5 - Mar 25	FACE-TO-FACE	PARKER T	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$17.28 Per Credit -CUL.ARTS/ STUDENT MEAL	Open 22 Enrolled / 23 Seats Available	

## CULINARY ARTS

### CUL 123 - ENTREMETIER II - 3.0 credits

Prepare a variety of vegetable, starch, pastas, soups, egg and farinaceous dishes. Knife skills to include tourne, batonnette, allumette, rondelle, paysanne, julienne, and chiffonade will be used in this course. Utilizing methodologies such as, grilling, steaming, poaching, sauteing, and broiling will be used in this course. Attention to appearance, texture, seasoning, quality, consistency and ability to produce under time constraints will be reviewed. Mise en place, organization, coordination and ergonomics in the kitchen will be monitored and reviewed.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MT WTh	ARR-ARR 07:00A 01:30P	ONLINE I107	Jan 5 - Mar 25	HYBRID	PARKER T	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$17.28 Per Credit -CUL.ARTS/ STUDENT MEAL	Open 16 Enrolled / 29 Seats Available	

## CULINARY ARTS

### CUL 124 - FRY STATION - 3.0 credits

Prepare crispy, golden brown and flavorful fried foods with appropriate ingredient selection, mise en place, costing and presentation of a la carte menu items. Ensure quality, timeliness, correct cooking procedures, attractive, appetizing garnishes and presentation. Prepare sauces that are appropriate to fried dishes. Emphasis is on consistency, ability to produce under time constraints, organization, coordination and ergonomics in the kitchen.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MT WTh	ARR-ARR 07:00A 01:30P	ONLINE I107	Jan 5 - Mar 25	HYBRID	PARKER T	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$17.28 Per Credit -CUL.ARTS/ STUDENT MEAL	Open 16 Enrolled / 29 Seats Available	



## CULINARY ARTS

### CUL 125 - SAUTE STATION - 3.0 credits

Prepare a variety of sauteed foods with appropriate ingredient selection, mise en place, costing and presentation of a la carte menu items. Ensure quality, timeliness, correct cooking procedures, presentation and garnishing. Prepare classical and contemporary sauces compatible with sauteed dishes. Emphasis is on consistency, ability to produce under time constraints, organization, coordination, and ergonomics in the kitchen.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MT WTh	ARR-ARR 07:00A 01:30P	ONLINE I107	Jan 5 - Mar 25	HYBRID	PARKER T	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$17.28 Per Credit - CUL.ARTS/ STUDENT MEAL	Open 16 Enrolled / 29 Seats Available	

## CULINARY ARTS

### CUL 126 - BROILER STATION - 3.0 credits

Prepare attractive and appetizing grilled/broiled foods with appropriate ingredient selection, mise en place, costing and presentation of a la carte menu items. Ensure quality, timeliness, correct cooking procedures, presentation. Prepare a la carte classical and contemporary sauces of consistency and compatibility with grilled dishes. Emphasis is on consistency, ability to produce under time restraints, organization, coordination, and ergonomics in the kitchen.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MT WTh	ARR-ARR 07:00A 01:30P	ONLINE I107	Jan 5 - Mar 25	HYBRID	PARKER T	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$17.28 Per Credit - CUL.ARTS/ STUDENT MEAL	Open 16 Enrolled / 29 Seats Available	

## CULINARY ARTS

### CUL 127 - LEAD LINE - 3.0 credits

Brigade system organization kitchen supervisor that develops leadership and teamwork on the line is completed. Responsible for production of all food on the restaurant line, demonstrate the ability to lead and ensure quality, timeliness, correct cooking procedures, attractive and appetizing presentations. Develop menu concepts, mise en place, costing and presentation of daily specials; emphasize consistency, time constraints, organization, and coordination between hot and cold lines, as well as front and back of the house staff.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MT WTh	ARR-ARR 07:00A 01:30P	ONLINE I107	Jan 5 - Mar 25	HYBRID	PARKER T	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$17.28 Per Credit - CUL.ARTS/ STUDENT MEAL	Open 16 Enrolled / 29 Seats Available	

## CULINARY ARTS

### CUL 128 - PANTRY - 3.0 credits

Pantry kitchen is part of the a la carte kitchen line that creates special sandwiches-both hot and cold, specialty salads and cold food menu items. Seasonal menu development with costing and plate presentations is reviewed. Cold food preparation, holding for consistency, ability to produce under time constraints, organization, ergonomics in the kitchen, and coordination between hot and cold lines, as well as front and back of the house is covered.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MT WTh	ARR-ARR 07:00A 01:30P	ONLINE I107	Jan 5 - Mar 25	HYBRID	PARKER T	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$17.28 Per Credit - CUL.ARTS/ STUDENT MEAL	Open 22 Enrolled / 23 Seats Available	

## CULINARY ARTS

### CUL 129 - ADVANCED TECHNIQUES - CAPSTONE - 3.0 credits

Demonstrate hot and cold preparation skills in the planning, costing, developing, and preparing of various menu and food displays. All menu dishes are graded on taste, appearance, cost effectiveness, feasibility, and overall customer appeal, as well as strict sanitation procedures. Menus include 1.) Composed cold platter to ACF standards and instructor's criteria. 2.) Hot food preparation of a 5-course menu with six portions is completed. 3.) Mystery basket challenge to ACF competition standards will be completed.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MT WTh	ARR-ARR 07:00A 01:30P	ONLINE I107	Jan 5 - Mar 25	HYBRID	PARKER T	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$17.28 Per Credit - CUL.ARTS/ STUDENT MEAL	Open 9 Enrolled / 36 Seats Available	

## CULINARY ARTS

### CUL 130 - SOUS CHEF - 3.0 credits

Students function as the direct kitchen supervisor, developing leadership and teamwork skills while responsible for all kitchen production. Emphasis is on daily assignments, production sheets, menu planning and product utilization. Hands-on food demonstrations to junior students and in coordination of station production are completed daily. The responsibility of overseeing all functions of production in the kitchen and special events is graded upon the instructor's criteria.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MT WTh	ARR-ARR 07:00A 01:30P	ONLINE I107	Jan 5 - Mar 25	HYBRID	PARKER T	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$17.28 Per Credit - CUL.ARTS/ STUDENT MEAL	Open 9 Enrolled / 36 Seats Available	

## CULINARY ARTS

### CUL 190 - COOPERATIVE/INTERNSHIP/WORK EXPERIENCE - 5.0 credits

This is an instructor approved paid or unpaid work experience related to the student's program of study. Punctuality, attendance, and meeting the employer's expectations are the keys to a student's success.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	PARKER T	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 2 Enrolled / 43 Seats Available	

## DENTAL ASSISTANT

### DENT 102 - PRE-CLINICAL ASSISTING I - 5.0 credits

In this course of study, the student begins to acquire appropriate skills to interact with patients, maintain the operating field, use and manipulate dental instrument set-ups, transfer instruments while assisting with dental procedures, and perform other basic chairside procedures. The student also learns dental charting, steps in taking and pouring alginate impressions, and safety/professional/aseptic techniques and procedures. This course is taught at the in-depth level.





	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	WILSON C SANDERS M	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 17 Enrolled / 5 Seats Available	
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## DENTAL ASSISTANT

### DENT 145 - DENTAL SCIENCES II - 3.0 credits

A) Anatomy & Physiology: In this course of study, the student learns the functions and locations of the major body systems including the skeletal, nervous, endocrine, reproductive, muscular, respiratory, and skeletal systems. The student also learns body planes, directional terms, composition of bone, and types of joints. This segment is taught at the familiarity level. B) Oral Pathology: In this course of study, the student learns to define and identify types of oral lesions, warning signs, how to prevent, and prognosis of cancers, categories of diagnostic information, and to identify lesions. Students learn to describe conditions and disorders that affect the oral cavity. Students also learn to recognize abnormal conditions and identify pathological conditions, and how these conditions could affect the health of the patient. This segment is taught at the familiarity level. C) Pharmacology & Therapeutics: In this course of study, the student learns the principles of pharmacology, terminology related to drugs and drug use, and to identify the routes of administration. Students learn the classification of drugs, types of drugs, drug reference materials, and parts and use of prescriptions. Drug addictions including opioids and other substances will be discussed. This segment is taught at the familiarity level.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	BERRYSMITH C	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 8 Enrolled / 14 Seats Available	

## DENTAL ASSISTANT

### DENT 151 - PREVENTIVE DENTISTRY & NUTRITION - 2.0 credits

In this course of study, the student receives a thorough insight into preventive dentistry, the importance of good oral hygiene, how to promote preventive dentistry in the office, and procedures to control the patient's dental health. The student also obtains an understanding of nutrition as it relates to the patient's medical and dental health. Students give preventive oral hygiene instructions and nutrition counseling to patients based on the new USDA food pyramid. Preventive dentistry is taught at the in-depth level. Nutrition is taught at the familiarity level.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MWF	08:00A-03:00P	B103	Feb 22 - Feb 26	HYBRID	BERRYSMITH C	\$20.00 Per Credit -SUPPLY FEE \$20/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 8 Enrolled / 14 Seats Available	

## DENTAL ASSISTANT

### DENT 153 - RADIOLOGY I - 3.0 credits

This course includes radiation, physics, hygiene and safety/aseptic technique information. It provides information in exposing diagnostic radiographs using the paralleling and bisecting techniques and occlusal films, as well as panoramic and digital radiographs. Maintaining x-ray equipment, processing, mounting and evaluating radiographs is taught. This course is taught at the in-depth level.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	TTh	10:00A-02:30P	B101	Feb 16 - Mar 18	ONLINE	WILSON C CARTER D	\$20.00 Per Credit -SUPPLY FEE \$20/CR ; \$62.00 Per Course -DOSIMETER BADGE FEE	Open 16 Enrolled / 6 Seats Available	

## DENTAL ASSISTANT

### DENT 154 - RADIOLOGY II - 2.0 credits

This course provides information and practicum in placing, exposing, processing, mounting, and evaluating radiographs on manikins (DXTRR units). Student expose radiographs using the paralleling technique and take bitewings, periapical, occlusal and panoramic films in conventional and/or digital processes. Aseptic techniques and professionalism are evaluated. This course is taught at the in-depth level. PREREQUISITE(S): DENT 153.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MWF	08:00A-03:00P	B101	Feb 10 - Mar 17	FACE-TO-FACE	BERRYSMITH C CARTER D	\$20.00 Per Credit -SUPPLY FEE \$20/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 8 Enrolled / 14 Seats Available	

## DENTAL ASSISTANT

### DENT 171 - INTERPERSONAL COMMUNICATIONS - 2.0 credits

In the course of study, the student receives an understanding of intrapersonal and interpersonal effectiveness with an emphasis on communication, motivation, leadership, self-development, personal attitude and professionalism. The student further learns human relations in the workplace including the study of behavior, personality, self-management, self-development, self-esteem, assertiveness and tact. Psychology of patient management, the mind, mental processes, feelings and desires are also discussed. Concepts of culture, ethnicity, race, professional attitudes, cultural diversity and how to recognize and react to harassment.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	WILSON C	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 17 Enrolled / 5 Seats Available	

## E-LEARNING

### ELEA 102 - COURSE DESIGN AND IMPLEMENTATION - .0 credits

This class will focus on creating course design for student success. From navigational concerns to alignment of course and unit objectives, students will begin the process of course layout. 3 Continuing Education Units.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
W001	ARRANGED	ARR-ARR	ONLINE	Jan 20 - Mar 3	ONLINE	FALCONER E	\$175.00 Per Course -STU FUND-ELEARN	Open 21 Enrolled / 4 Seats Available	OER (no textbook to purchase)
W003	ARRANGED	ARR-ARR	ONLINE	Jan 20 - Mar 3	ONLINE	FALCONER E	\$175.00 Per Course -STU FUND-ELEARN	Open 21 Enrolled / 4 Seats Available	OER (no textbook to purchase)

## E-LEARNING

### ELEA 103 - REACHING EVERY LEARNER - .0 credits

This course will explore ways to keep our diverse and busy adult students engaged and motivated by creating pathways to success. Utilizing a variety of readings and activities, students will discover methods for creating an effective and relevant online class. 3 Continuing Education Units.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
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W002	ARRANGED	ARR-ARR	ONLINE	Jan 20 - Mar 3	ONLINE	PHILPOTT M	\$175.00 Per Course -STU FUND-ELEARN	Open 21 Enrolled / 4 Seats Available	OER (no textbook to purchase)
W004	ARRANGED	ARR-ARR	ONLINE	Jan 20 - Mar 3	ONLINE	PHILPOTT M	\$175.00 Per Course -STU FUND-ELEARN	Open 21 Enrolled / 4 Seats Available	OER (no textbook to purchase)

## E-LEARNING

### ELEA 111 - SHIFT: TEACHING ONLINE - .0 credits

This self-paced course is for any educator developing and/or teaching an online course. You can work through the modules at your own pace, and you will receive feedback on the creation of your online presence plan from the Director of Innovative Teaching and Learning, Dr. Liz Falconer. Completion of the course brings you a Certificate of Completion from Renton Technical College, and meets Department of Education standards for teaching online. It is worth 10 clock hours. Renton Technical College is a certified OSPI clock hour provider.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
W011	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	FALCONER E	\$75.00 Per Course -STU FUND-ELEARN	Cancelled	OER (no textbook to purchase)

## E-LEARNING

### ELEA 112 - SHIFT: TEACHING HYBRID COURSES - .0 credits

This self-paced course is for both current hybrid/blended learning instructors and those who are interested in learning more about the teaching of this format. You can work through the modules at your own pace, building a Hybrid Course Planner as you go. You will receive feedback on your completed Course Planner from the Director of Innovative Teaching and Learning, Dr. Liz Falconer, Quality Matters Master Reviewer. Completion of the course brings you a Certificate of Completion from Renton Technical College, and meets Department of Education standards for teaching online. It is worth 10 clock hours. Renton Technical College is a certified OSPI clock hour provider.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
W012	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	FALCONER E	\$75.00 Per Course -STU FUND-ELEARN	Cancelled	OER (no textbook to purchase)

## EARLY CHILDHOOD ED

### ECC 192 - PRACTICUM II - 4.0 credits

Explore the foundations of child development and the relationship between children, families and the community. Apply skills in observation and assessment to prepare appropriate learning opportunities and measure language and literacy development. NOTE: The outcomes and competencies are based on the Washington State Core Competencies for Early Childhood Professionals.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	INGE H	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 20 Enrolled / 4 Seats Available	OER (no textbook to purchase)

## EARLY CHILDHOOD ED

### ECC 193 - PRACTICUM III - 4.0 credits

Explore the foundations of child development and identify the signs that might indicate a child has special needs. Apply skills in establishing a safe, healthy and effective learning environment, with appropriate materials and activities that supports all children. Investigate and reflect on what culture is, and how to create an anti-bias environment and approach to teaching children. NOTE: The outcomes and competencies are based on the Washington State Core Competencies for Early Care and Education Professionals.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	INGE H	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 20 Enrolled / 4 Seats Available	OER (no textbook to purchase)

## EARLY CHILDHOOD ED

### ECC 290 - PRACTICUM IV - IMPLEMENTING DAP - 5.0 credits

In an early learning setting, students will apply best practices for engaging in nurturing relationships with children. The focus will be on keeping children healthy and safe while promoting growth and development.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	INGE H	\$12.00 Per Course -ONLINE ELEARNING FEE	Full	OER (no textbook to purchase)

## EARLY CHILDHOOD ED

### ECED&105 - INTRODUCTION TO EARLY CHILDHOOD EDUCATION - 5.0 credits

Explore the foundations of early childhood education. Examine theories defining the field, issues, trends, best practices, and program models. Observe children, professionals and programs in action.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	FAVRE B LAFOUNTAINE	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 19 Enrolled / 6 Seats Available	

## EARLY CHILDHOOD ED

### ECED&107 - HEALTH, SAFETY AND NUTRITION - 5.0 credits

Introduction to implementation of equitable health, safety and nutrition standards for the growing child in group care. Focus on federal Child Care Block Grant funding (CCDF) requirements, WA state licensing and Head Start Performance standards. Develop skills necessary to keep children healthy and safe, report abuse and neglect, and connect families to community resources.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	FAVRE B LAFOUNTAINE	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 15 Enrolled / 10 Seats Available	



EARLY CHILDHOOD ED

**ECED&120 - PRACTICUM - NURTURING RELATIONSHIPS - 2.0 credits**

In an early learning setting, engage in establishing nurturing, supportive relationships with all children and professional peers. Focus on children's health & safety, promoting growth & development, and creating culturally responsive environment.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	INGE H LAFOUNTAINE	\$12.00 Per Course -ONLINE ELEARNING FEE	Full	

EARLY CHILDHOOD ED

**ECED&160 - CURRICULUM DEVELOPMENT I - 5.0 credits**

Investigate learning theory, program planning, tools and methods for curriculum development promoting language, fine/gross motor, social-emotional, cognitive and creative skills and growth in children birth through age 8 utilizing developmentally appropriate and culturally responsive practice.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 7 - Mar 17	ONLINE	WAOL	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 1 Enrolled / 24 Seats Available	

EARLY CHILDHOOD ED

**ECED&170 - LEARNING ENVIRONMENTS - 3.0 credits**

This class focuses on the adult's role in designing, evaluating, and improving indoor and outdoor environments that ensure quality learning, nurturing experiences, and optimize the development of young children.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	WESTLING S	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 24 Enrolled / 1 Seats Available	

EARLY CHILDHOOD ED

**EDUC&115 - CHILD DEVELOPMENT - 5.0 credits**

Build foundation for explaining how children develop in all domains, conception through early adolescence. Explore various developmental theories, methods for documenting growth, and impact of brain development. Topics addressed: stress, trauma, culture, race, gender identity, socioeconomic status, family status, language, and health issues.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	FAVRE B LAFOUNTAINE	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 11 Enrolled / 14 Seats Available	OER (no textbook to purchase)

EARLY CHILDHOOD ED

**EDUC&130 - GUIDING BEHAVIOR - 3.0 credits**

Examine the principles and theories promoting social competence in young children and creating safe learning environments. Develop skills promoting effective interactions, providing positive individual guidance, and enhancing group experiences.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	FAVRE B LAFOUNTAINE	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 8 Enrolled / 17 Seats Available	OER (no textbook to purchase)

EARLY CHILDHOOD ED

**EDUC&150 - CHILD, FAMILY AND COMMUNITY - 3.0 credits**

Integrate the family and community contexts in which a child develops. Explore cultures and demographics of families in society, community resources, strategies for involving families in the education of their child, and tools for effective communication.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	STENSLIE K	\$12.00 Per Course -ONLINE ELEARNING FEE	Full	

ECONOMICS

**ECON&202 - MACROECONOMICS - 5.0 credits**

Macroeconomics focuses on the national economy the determination of the national income level, economic growth and prosperity, government spending and taxation, money and banking, analysis of employment, inflation, aggregate output and economic growth, and fiscal and monetary policy tools including the intended and unintended effects of government policies including the effects of both demand-side and supply-side fiscal and monetary policies on the economy. General education distribution area: Social Science.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
N492	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	DEWITT C	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 22 Enrolled / 3 Seats Available	OER (no textbook to purchase)

ELECTRICAL-SUPPL

**ELECS115 - BASIC ELECTRICITY (PLANT & MACHINE MAINT-ELECT 1 - 7.0 credits**

Designed for plant and machine maintenance trainees. Basic electricity course covers the essential topics in AC circuits with emphasis on applications and troubleshooting. Instruction includes circuit and electrical theory. We will also have hands-on labs. Ladder and control circuits are also taught. Textbook, digital volt meter, and calculator are required.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
Q401	MW	06:00P-10:00P	ONLINE	Jan 6 - Mar 24	ONLINE	MEAKIN A		Open 23 Enrolled / 12 Seats Available	

ELECTRICAL-SUPPL

### ELECS116 - PLANT & MACHINE MAINTENANCE - ELECTRICAL II - 7.0 credits

This theoretical course is designed for plant and machine maintenance trainees. Basic theory and application areas include continuation of theory on DC and AC circuits and introduction to complex AC circuits. Other areas covered are basic laws and formulae, resistive, inductive, and capacitive loads and calculations, power and power factor, self and mutual inductance, transformers, batteries, AC and DC generator/alternators, AC and DC motors, control circuits, test instruments, circuit diagrams, pilot devices, single and three phase circuits, maintenance issues, and safety. Textbook is required. PREREQUISITE(S): ELECS 115 or instructor approval.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
Q402	TTh	06:00P-10:00P	ONLINE	Jan 5 - Mar 11	ONLINE	MEAKIN A		Cancelled	

### ELECTRICAL-SUPPL

#### ELECS232 - BASIC HVAC AND REFRIGERATION SYSTEMS - 4.0 credits

Students learn the theory of mechanical refrigeration and its various applications. Course work helps prepare students for the City of Seattle Refrigeration Operator's License. It is suggested students also take ELECS 234. Textbook is required.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
Q412	Sa	08:00A-12:00P	ONLINE	Jan 9 - Mar 13	ONLINE	AL-KINANI H		Cancelled	

### ENGINEER DESIGN TECH

#### DFT 113 - INTRODUCTION TO COMPUTER AIDED DESIGN - 5.0 credits

This course provides a thorough introduction to the applications and uses of AutoCAD in the industrial manufacturing environment. Students learn PC workstation components, configuration and command structure, pull down menus and special access commands, geometric construction, dimensioning, and drawing editing.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	HORTMAN M	\$12.00 Per Course -ONLINE EARNING FEE	Open 13 Enrolled / 9 Seats Available	Low-Cost Textbook (\$50 or less)

### ENGINEER DESIGN TECH

#### DFT 115 - STRUCTURAL DETAILING - 3.0 credits

Course content introduces the students to commercial grade construction practices. This class also focuses on rigid frame construction using heavy duty steel, wood laminates, and reinforced concrete wall and floor systems. PREREQUISITE(S): DFT 117 & 121, with a 2.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	TTh	11:00A-12:00P	J303	Jan 5 - Mar 25	HYBRID	BIELL M	\$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 5 Enrolled / 17 Seats Available	

### ENGINEER DESIGN TECH

#### DFT 117 - INTRODUCTION TO BIM APPLICATIONS - 5.0 credits

This class provides an introduction to the use of Revit Architecture, including the production of floor, framing and site plans, elevations, sections, basic electrical, window and door schedules, perspectives, and cover pages. COREQUISITE(S): DFT 121.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MW	09:00A-10:50A	ONLINE	Jan 5 - Mar 25	ONLINE	BIELL M	\$12.00 Per Course -ONLINE EARNING FEE	Open 13 Enrolled / 9 Seats Available	Class meets via Zoom during time listed.

### ENGINEER DESIGN TECH

#### DFT 121 - COMMERCIAL ARCHITECTURE - 5.0 credits

Students are instructed in architectural drafting including drafting techniques, floor, framing and site plans, elevations, sections, basic mechanical (electrical), schedules and specifications, and building codes. COREQUISITE(S): DFT 117.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MW	11:00A-01:00P	ONLINE	Jan 5 - Mar 25	ONLINE	BIELL M	\$12.00 Per Course -ONLINE EARNING FEE	Open 13 Enrolled / 9 Seats Available	Class meets via Zoom during time listed.

### ENGINEER DESIGN TECH

#### DFT 128 - CIVIL DRAFTING - 4.0 credits

This course acquaints students with the basics of site plan layout using AutoCAD, Revit, and Civil 3D. Students learn how to draft plan and profile, topographical maps, and other survey/civil drawings. PREREQUISITE(S): DFT 113, with a 2.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	TTh	09:00A-10:50A	J303	Jan 5 - Mar 25	HYBRID	BIELL M	\$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 3 Enrolled / 19 Seats Available	

### ENGINEER DESIGN TECH

#### DFT 213 - PARAMETRIC MODELING - 5.0 credits

In this course you will learn how to use parametric design software for mechanical design and data package completion. Parametric modeling is 3D modeling based on design parameters and constraints. SolidWorks is the software of choice in this class due to its widespread use around the globe. You will explore part and assembly modeling in depth and seek industry certification at the end of the course to prove your competency.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	TTh	03:00P-07:00P	J304	Jan 5 - Mar 25	HYBRID	HORTMAN M	\$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 17 Enrolled / 5 Seats Available	OER (no textbook to purchase)

### ENGINEER DESIGN TECH

#### DFT 296 - ENGINEERING DESIGN TECHNOLOGY INTERNSHIP - 10.0 credits

This course provides the option of cooperative/internship training in drafting, within the prescribed hours of the student's program of study. Instructor approval is required.



and the experience can be either paid or unpaid.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	HORTMAN M	\$12.00 Per Course -ONLINE ELEARNING FEE	Permission Code Needed	

## ENGLISH

### ENGL&101 - ENGLISH COMPOSITION I - 5.0 credits

This college-level writing course develops a wide range of expository writing and critical-thinking skills, including audience awareness, persuasive purpose, independent editing, and resource and literacy analysis. Students incorporate composition ideas from primary experience and secondary sources. Students learn and demonstrate skills in integrating and documenting into their writing researched materials, according to an academically-recognized style, such as APA, Chicago, or MLA. Students revise drafts based on constructive comments offered by their peers and instructor. Upon successful completion of the course, students are able to write essays (of at least 1,000 words), demonstrating the conventions of standard written English. General education distribution area: Communication. PREREQUISITE(S): Completion of COMP 100 with a 2.0 or higher, or recommended placement from the directed self-placement test.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
G142	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	HIGGINS K	\$12.00 Per Course - ONLINE ELEARNING FEE	Full ; Waitlist / 2 Students on Waitlist	
G146	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	WALSH S	\$12.00 Per Course - ONLINE ELEARNING FEE	Full ; Waitlist / 2 Students on Waitlist	
G158	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	WALSH S	\$12.00 Per Course - ONLINE ELEARNING FEE	Full ; Waitlist / 2 Students on Waitlist	
G204	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	WALSH S	\$12.00 Per Course - ONLINE ELEARNING FEE	Full ; Waitlist / 4 Students on Waitlist	OER (no textbook to purchase)
N414	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	HUDSPETH J	\$12.00 Per Course - ONLINE ELEARNING FEE	Full ; Waitlist / 5 Students on Waitlist	Optional Zoom sessions on MW 9:00am-10:00am, with recordings provided on Canvas. OER (no textbook to purchase).
N416	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	HUDSPETH J	\$12.00 Per Course - ONLINE ELEARNING FEE	Open 23 Enrolled / 2 Seats Available ; Waitlist / 3 Students on Waitlist	Optional Zoom sessions on MW 10:30am-11:30am, with recordings provided on Canvas. OER (no textbook to purchase).

## ENGLISH

### ENGL&102 - COMPOSITION II - 5.0 credits

This course helps students develop ideas to guide research, to gather information from the library, internet, experts and other sources, and to judge the quality of the information. They learn to use ideas from a large number of sources as evidence in essays and longer research papers. General education distribution area: Communication. PREREQUISITE(S): Completion of ENGL& 101 with a 2.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
N516	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	HIGGINS K	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 22 Enrolled / 3 Seats Available	
N402	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	HUDSPETH J	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 23 Enrolled / 2 Seats Available	Optional Zoom sessions on TTh 1:00pm-2:30pm, with recordings provided on Canvas. Low-Cost Textbook (\$50 or less).

## ENGLISH

### ENGL&111 - INTRODUCTION TO LITERATURE - 5.0 credits

An analysis and critical understanding of selected literature across genres, locales and eras. Themes include family, faith, good and evil, the individual and society, cultural identity and gender. Students explore elements of plot, theme, setting and character development. Exams and essays based on readings. General education distribution area: Humanities.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
N514	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	FORSTER A	\$12.00 Per Course -ONLINE ELEARNING FEE	Cancelled	

## GEOLOGY

### GEOL&101 - INTRODUCTION TO PHYSICAL GEOLOGY - 5.0 credits

Examines geologic processes that shape the Earth. Emphasis is placed on understanding the language and methods of science as applied to our changing planet. Students develop critical thinking skills and apply them to regional geology. Topics include earthquakes, volcanism, glaciers, rivers, and structure of the Earth. May include field trips. Includes laboratory. General education distribution area: Natural Science, with lab.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
N456	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	LEWICKI M	\$12.00 Per Course -ONLINE ELEARNING FEE	Full	

## HISTORY

### HIST 110 - SURVEY OF AMERICAN HISTORY - 5.0 credits

This survey course examines the creation and evolution of the United States beginning with the histories of pre-contact native peoples and continuing through the present time. Through the exploration of key figures, eras and events, students develop historical thinking skills, draw conclusions from competing and contradictory sources, and

recognize the role of perspective in historical documentation. General education distribution area: Social Science or Humanities.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
G156	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	FOLDEN-SHORT	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 24 Enrolled / 1 Seats Available	

## HUMANITIES

### HUM& 101 - INTRODUCTION TO HUMANITIES - 5.0 credits

This course takes an interdisciplinary approach to the visual, performing and literary arts. Students explore cultural and political contexts, as well as aesthetics principles, of arts around the world. Emphasis is placed on discovery, analysis, and appreciation of diverse works from areas like the fine arts, theater, music, architecture, literature, philosophy, and/or religion. General education distribution area: Humanities.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
N470	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	MOHIBULLAH H	\$12.00 Per Course -ONLINE ELEARNING FEE	Full ; Waitlist / 3 Students on Waitlist	OER (no textbook to purchase)

## INDUSTRIAL FIRST AID

### INDS 101 - FIRST AID/CPR & AED - 1.0 credits

This course teaches students to effectively recognize and treat in the critical minutes until Emergency Medical Services (EMS) arrive. Includes general principles of first aid, medical emergencies, injury emergencies, environmental emergencies, blood borne pathogens and safety precautions. Upon completion of written exam and skills evaluation, an AHA card issued. This course is approved by OSHA, WISHA (Labor and Industries).

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	TW	07:00A-01:30P	ONLINE	Jan 5 - Jan 6	ONLINE	HOAGLIN R	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 15 Enrolled / 9 Seats Available	Class meets via Zoom during time listed.

## LEGAL ASSISTANT

### LGL 105 - LEGAL KEYBOARDING - 1.0 credits

This course prepares students to use computers in a legal setting by improving existing keyboarding skills through extensive, focused practice at a computer keyboard. Speed with accuracy is emphasized and applied to standard business documents. PREREQUISITE(S): Ability to type 30 wpm (tested on first day of class).

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	HAWKINS C	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 19 Enrolled / 5 Seats Available	

## LEGAL ASSISTANT

### LGL 120 - HUMAN RELATIONS IN THE LEGAL OFFICE - 3.0 credits

Students are introduced to basic human relations theory and skills. Focus is on the importance of maintaining positive relationships in a professional and diverse workplace and functioning as an effective member of work teams.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	HAWKINS C	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 17 Enrolled / 7 Seats Available	Class meets via Zoom Tues and Thurs at 6:00pm.

## LEGAL ASSISTANT

### LGL 121 - WORD PROCESSING - 5.0 credits

Students apply word processing skills, concepts, and functions to produce multi-page correspondence, envelopes, labels, pleadings, and various legal documents from rough draft copy. Students also work with word processing features, such as styles, merge, tables, footnotes, to prepare a variety of legal documents and forms. Students also learn to automate procedures using macros, autotext, autoforamt, and to use Wizards to create forms and pleadings.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	HAWKINS C	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 12 Enrolled / 12 Seats Available	Class meets via Zoom Tues and Thurs at 6:00pm.

## LEGAL ASSISTANT

### LGL 127 - OFFICE APPLICATIONS I - 4.0 credits

Students will learn concepts of basic computerized presentation preparation. Students will prepare, edit, and format text adding graphics, tables, charts, animation and transition, and hyperlinks on slides to enhance visible appeal. Students will work with Adobe Pro.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	HAWKINS C	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 19 Enrolled / 5 Seats Available	

## LEGAL ASSISTANT

### LGL 140 - TECHNOLOGY IN THE LAW OFFICE - 4.0 credits

Students examine technologies, software, and practices used in law offices such as case and document management tasks, time and billing software, docket/calendar control, and electronic court filing procedures. Students perform hands-on activities using Access to enter data into database tables, create reports and labels, and perform simple queries. Also, students gain hands-on experience using Outlook for e-mailing, calendaring, managing tasks, and creating and maintaining contact lists.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	HAWKINS C	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 19 Enrolled / 5 Seats Available	Class meets via Zoom Tues and Thurs at 6:00pm.

## LEGAL ASSISTANT

### LGL 199 - FIELD EXPERIENCE - 5.0 credits

Students who are qualified shall participate in a paid or unpaid internship or field experience. Students may gain on the job experience by applying directly to law firms.



Students who are qualified shall participate in a paid or unpaid internship or field experience. Students may gain on-the-job experience by applying directly to law firms, government agencies, legal aid organizations, etc. and then working or volunteering part-time. Students may receive credit for work appropriate to their training.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	HAWKINS C	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 19 Enrolled / 5 Seats Available	

## LEGAL ASSISTANT

### LGL 201 - CIVIL LITIGATION - 5.0 credits

Students learn about the phases in civil litigation and examine the steps in civil lawsuits, including pretrial and trial procedure, as well as alternative dispute resolution options (e.g., mediation, arbitration). Students schedule and calendar events and prepare correspondence, forms, and pleadings with emphasis on grammar, proofreading, and good writing. Students study the law of torts (civil wrongs and liabilities), sources of American law, and the state and federal court system. Students visit a courthouse to learn about the law library and view a civil court proceeding.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	HAWKINS C	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 17 Enrolled / 7 Seats Available	Class meets via Zoom Tues and Thurs at 6:00pm.

## MACHINING TECH

### MTEC 100 - MACHINING ESSENTIALS - 7.0 credits

This is a preparatory course for the Machining Technologies or Precision Machining Technologies programs. Topics include shop safety; quality; mechanical aptitude; materials; blueprint reading; precision measurement; and an introduction to machinery as applied to real-world manufacturing. This course includes CPR & First Aid certifications. It also explores occupations and related training options available in the Puget Sound Aerospace & Manufacturing sectors.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MTW	08:00A-10:30A	F107	Jan 5 - Mar 25	HYBRID	BUCK S PHILLIPS V	\$15.00 Per Credit -SUPPLY FEE \$15/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 14 Enrolled / 6 Seats Available	

## MACHINING TECH

### MTEC 101 - MACHINE TECHNOLOGY I - 2.0 credits

This is an introductory manufacturing theory course taught in conjunction with MTEC 121, Machining Fundamentals - Lathe & Mill. The principles and techniques of measurement, cutting tool theory, saw operation, shop safety, and manual lathe and mill set-up and operation are covered. PREREQUISITE(S): Completion of MTEC 100 with a 2.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	SCHOENMAKERS	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 14 Enrolled / 6 Seats Available	

## MACHINING TECH

### MTEC 103 - MACHINE TECHNOLOGY II - 2.0 credits

This is the second manufacturing theory course. The principles and techniques of mill set-up and operation and surface and O.D. grinding are covered. PREREQUISITE(S): Completion of MTEC 101 with a 2.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	SCHOENMAKERS	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 14 Enrolled / 6 Seats Available	

## MACHINING TECH

### MTEC 105 - MACHINE TECHNOLOGY III - 2.0 credits

This is the third manufacturing theory course. This class covers precision grinding and non-traditional machining methods. PREREQUISITE(S): Completion of MTEC 101 and MTEC 103 with a 2.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	KIMANI B	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 2 Enrolled / 18 Seats Available	

## MACHINING TECH

### MTEC 111 - BLUEPRINT READING I - 2.0 credits

This is the first course on the fundamentals of creating and interpreting blueprints and/or engineering drawings. This first course includes basic concepts such as line types, orthographic projection, dimensions, and tolerances.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	SCHOENMAKERS	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 15 Enrolled / 5 Seats Available	

## MACHINING TECH

### MTEC 113 - BLUEPRINT READING II - 2.0 credits

This is the second course on the fundamentals of creating and interpreting blueprints and/or engineering drawings. In this course, students apply proper conventions and interpret more advanced drawing layout and specifications. PREREQUISITE(S): Completion of MTEC 111 with a 2.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	SCHOENMAKERS	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 15 Enrolled / 5 Seats Available	

## MACHINING TECH

### MTEC 121 - MACHINING FUNDAMENTALS-LATHE AND MILL - 8.0 credits

This is an introductory machine shop class utilizing conventional lathes and mills in a fully equipped manufacturing facility. Skills taught and practiced include inside and outside turning, knurling, parting, drilling, boring, milling, and calculating speeds and feeds. PREREQUISITE(S): Completion of MTEC 100 with a 2.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ThF	08:00A-02:30P	F104	Jan 5 - Mar 25	FACE-TO-FACE	SCHOENMAKERS	\$15.00 Per Credit -SUPPLY FEE \$15/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 12 Enrolled / 8 Seats Available	

## MACHINING TECH

### MTEC 140 - GEOMETRIC DIMENSIONING AND TOLERANCING I - 2.0 credits

This is the first course in a two-course series that deals with basic geometric dimensioning and tolerancing (GD&T) methods as interpreted in American Society of Mechanical Engineers (ASME) Y14.5M. Students learn to read and understand geometric tolerancing symbols and terms.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	KIMANI B	\$12.00 Per Course -ONLINE EARNING FEE	Open 6 Enrolled / 14 Seats Available	

## MACHINING TECH

### MTEC 141 - GEOMETRIC DIMENSIONING AND TOLERANCING II - 4.0 credits

This is the second course in a two-course series that deals with basic geometric dimensioning and tolerancing (GD&T) methods as interpreted in American Society of Mechanical Engineers (ASME) Y14.5M. In this second course, students learn to read and understand more advanced geometric tolerancing symbols and terms. PREREQUISITE(S): Completion of MTEC 140 with a 2.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	KIMANI B	\$12.00 Per Course -ONLINE EARNING FEE	Open 6 Enrolled / 14 Seats Available	

## MACHINING TECH

### MTEC 161 - MATH FOR MANUFACTURING - 4.0 credits

In this course, students develop basic math skills that are the foundation for calculations and problem solving in the manufacturing industry. Topics include fractions, decimals, metric conversions, tolerances, and an introduction to basic geometry, angular measure, and dimensional analysis. Mathematics as a form of communication is emphasized.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	MULLINS-SUSS	\$12.00 Per Course -ONLINE EARNING FEE	Open 22 Enrolled / 18 Seats Available	

## MACHINING TECH

### MTEC 171 - COMMUNICATIONS I - 1.0 credits

This is the first course in a three-course series in which students develop effective communication skills for job search and the workplace. This first course emphasizes basic communication skills (reading, writing, listening and speaking) as applied to manufacturing topics.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	MULLINS-SUSS	\$12.00 Per Course -ONLINE EARNING FEE	Open 21 Enrolled / 19 Seats Available	

## MACHINING TECH

### MTEC 172 - COMMUNICATIONS II - 1.0 credits

This is the second course in a three-course series in which students develop effective communication skills for the workplace. Students research, write, and present technical reports. They practice daily interpersonal communication skills through formal and informal oral presentations to the class and instructors. They take responsibility for their own learning by actively using various resources to improve their communication skills. PREREQUISITE(S): Completion of MTEC 171 with a 2.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	SCHOENMAKERS	\$12.00 Per Course -ONLINE EARNING FEE	Open 16 Enrolled / 4 Seats Available	

## MACHINING TECH

### MTEC 173 - COMMUNICATIONS III - 1.0 credits

This is the third course in a three-course series in which students develop effective communication skills for job search and the workplace. Students research, write, and present technical reports, and they develop resumes and other job search documents. They practice daily interpersonal communication skills through formal and informal oral presentations to the class and instructors. They take responsibility for their own learning by actively using various resources to improve their communication skills. PREREQUISITE(S): Completion of MTEC 172 with a 2.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	SCHOENMAKERS	\$12.00 Per Course -ONLINE EARNING FEE	Open 16 Enrolled / 4 Seats Available	

## MACHINING TECH

### MTEC 185 - HUMAN RELATIONS - 2.0 credits

This course emphasizes the importance of working in a team environment and the interpersonal skills required to solve problems. The course familiarizes the student with business and personal ethics, conflict resolution skills, sexual harassment preventive strategies, and meeting employer expectations in a culturally diverse workplace.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	MULLINS-SUSS	\$12.00 Per Course -ONLINE EARNING FEE	Open 20 Enrolled / 20 Seats Available	

## MACHINING TECH

### MTEC 231 - CNC MILL SETUP & OPERATION - 8.0 credits



### MTEC 232 - CNC LATHE SETUP & OPERATION - 8.0 credits

This is an introductory course in the set-up and operation of CNC mills. Using offsets, speeds, and feeds are strongly emphasized. General G&M codes are introduced for HAAS and FANUC controls.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	M W	08:00A-03:00P 08:00A 11:00A	F104 F104	Jan 5 - Mar 25	FACE-TO-FACE	KIMANI B	\$15.00 Per Credit -SUPPLY FEE \$15/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 5 Enrolled / 15 Seats Available	

### MACHINING TECH

#### MTEC 232 - CNC LATHE SETUP & OPERATION - 8.0 credits

This is an introductory course in the set-up and operation of CNC lathes. Using offsets, speeds, and feeds are strongly emphasized. General G&M codes are introduced for HAAS and FANUC controls.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	T W	08:00A-03:00P 12:00P 03:00P	F104 F104	Jan 5 - Mar 25	FACE-TO-FACE	KIMANI B	\$15.00 Per Credit -SUPPLY FEE \$15/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 3 Enrolled / 17 Seats Available	

### MACHINING TECH

#### MTEC 236 - MACHINING PROJECTS - 8.0 credits

This is a project-based manufacturing lab class in which students apply knowledge and skills from the Machine Technology courses. PREREQUISITE(S): Completion of MTEC 121, MTEC 231, and MTEC 232 with a 2.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	WF	08:00A-02:30P	F104	Jan 5 - Mar 25	FACE-TO-FACE	SCHOENMAKERS	\$15.00 Per Credit -SUPPLY FEE \$15/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 4 Enrolled / 16 Seats Available	

### MACHINING TECH-SUPPL

#### MTECS178 - CNC SETUP AND OPERATION - 5.0 credits

This is an introductory course in the set-up and operation of CNC Machines. Using offsets, speeds, and feeds are strongly emphasized. General G&M codes are introduced to HAAS and FANUC controls.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
K312	Sa	08:00A-04:30P	F109	Jan 9 - Mar 13	FACE-TO-FACE	KIMANI B	\$599.00 Per Course -STU FUND-T&I	Cancelled	

### MACHINING TECH-SUPPL

#### MTECS180 - MACHINING/LATHE - 5.0 credits

Learn or upgrade skills in basic machine shop practices. The course is taught on an individual basis emphasizing basic shop and machine operation practices. ALL STUDENTS ARE REQUIRED TO HAVE A LATHE TOOL BIT, SAFETY GLASSES, AND LEATHER SHOES.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
K306	WTh	04:00P-08:00P	F104	Jan 6 - Mar 17	FACE-TO-FACE	BUCK S	\$599.00 Per Course -STU FUND-T&I	Cancelled	

### MACHINING TECH-SUPPL

#### MTECS182 - MACHINING/MILLING - 5.0 credits

This course is for individuals who have had previous experience or have completed Machining/Lathe and emphasizes advanced shop practices, basic machine and hand tool operation, and the use of industrial milling and grinding machinery. ALL STUDENTS ARE REQUIRED TO HAVE SAFETY GLASSES AND LEATHER SHOES.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
K314	Sa	08:00A-04:30P	F104	Jan 9 - Mar 13	FACE-TO-FACE	BUCK S	\$599.00 Per Course -STU FUND-T&I	Cancelled	

### MAJOR APPL/REF TECH

#### MART 123 - DIAGNOSTIC TECHNIQUES AND TEST EQUIPMENT - 5.0 credits

This course covers the proper use of the different types of test equipment required to successfully diagnose the appliance electrical circuits. PREREQUISITE(S): Completion of MART 111 and MART 112 with a 1.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MTTh MTTh	08:00A-04:30P 08:00A 04:30P	E405 E401A	Jan 5 - Mar 25	FACE-TO-FACE	VIKHOVSKIY	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Full	

### MAJOR APPL/REF TECH

#### MART 125 - ELECTRIC MOTORS - 2.0 credits

This course covers the theory of operation for both DC and AC electric motors, the different types, applications, the starting devices for, and the physical components of the machines. The course includes practical hands-on diagnosing, testing, and operations for single phase, including single and dual-voltage motors. PREREQUISITE(S): Completion of MART 111 and MART 112 with a 1.0 or higher.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MTTh MTTh	08:00A-04:30P 08:00A 04:30P	E405 E401A	Jan 5 - Mar 25	FACE-TO-FACE	VIKHOVSKIY	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Full	

### MAJOR APPL/REF TECH

#### MART 223 - ADVANCED COOKING EQUIPMENT - 5.0 credits

This course covers the different styles of domestic cooking equipment. Emphasis is on components and installation requirements. The student acquires the skills to provide service with the proper test apparatus and advise the customer in proper use of the equipment. Electrical systems diagnostics is emphasized.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MTTh	08:00A-04:30P	E405	Jan 5 - Mar 25	FACE-TO-FACE	VIKHNOSKIY	\$10.00 Per Credit -SUPPLY FEE \$10/CR	Cancelled	

#### MAJOR APPL/REF TECH

##### MART 226 - REFRIGERATION PRINCIPLES - 4.0 credits

This course covers thermodynamic laws, laws of temperature and pressure, and heat transfer theory; and provides the necessary knowledge to diagnose and repair/replace components in the refrigeration sealed system.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MTTh MTTh	08:00A-04:30P 08:00A 04:30P	E405 E401A	Jan 5 - Mar 25	FACE-TO-FACE	VIKHNOSKIY	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 25 Enrolled / 15 Seats Available	

#### MAJOR APPL/REF TECH

##### MART 228 - EPA REGULATIONS AND REFRIGERANT RECOVERY - 1.0 credits

This course provides the student with necessary knowledge and skills to safely reclaim CFC refrigerants to EPA standards. The student will prepare to pass the EPA Refrigeration Technician Certification Examination. Taught concurrently with MART 230 and MART 232.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MTTh MTTh	08:00A-04:30P 08:00A 04:30P	E405 E401A	Jan 5 - Mar 25	FACE-TO-FACE	VIKHNOSKIY	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Full	

#### MAJOR APPL/REF TECH

##### MART 230 - BRAZING PRINCIPLES AND TECHNIQUES - 5.0 credits

Students braze ferrous and non-ferrous refrigeration tubing with silver and phosphorus alloys to appliance and refrigeration industry standards. Additional emphasis is on developing the skills to braze aluminum tubing. Taught concurrently with MART 228 and MART 232.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MTTh MTTh	08:00A-04:30P 08:00A 04:30P	E405 E401A	Jan 5 - Mar 25	FACE-TO-FACE	VIKHNOSKIY	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Full	

#### MAJOR APPL/REF TECH

##### MART 232 - REFRIGERATION EVACUATION AND CHARGING - 2.0 credits

This course provides the student with the necessary knowledge and skills to safely evacuate and charge refrigeration systems. Taught concurrently with MART 228 and MART 230.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MTTh MTTh	08:00A-04:30P 08:00A 04:30P	E405 E401A	Jan 5 - Mar 25	FACE-TO-FACE	VIKHNOSKIY	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Full	

#### MAJOR APPL/REF TECH

##### MART 236 - ADVANCED REFRIGERATION - 5.0 credits

This course provides necessary skills and troubleshooting knowledge to successfully diagnose, repair and prevent reoccurrence of a wide variety of advanced diagnostic techniques commercial refrigeration problems. Emphasis is on electrical skills, techniques, and sealed system servicing.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MTTh MTTh	08:00A-04:30P 08:00A 04:30P	E405 E401A	Jan 5 - Mar 25	FACE-TO-FACE	VIKHNOSKIY	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 20 Enrolled / 20 Seats Available	

#### MAJOR APPL/REF TECH

##### MART 237 - COMMERCIAL REFRIGERATION - 5.0 credits

This course provides necessary skills and troubleshooting knowledge to successfully diagnose, repair and prevent reoccurrence of a wide variety of split system display commercial refrigeration problems. Emphasis is on electrical skills, techniques, and sealed system servicing.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MTTh MTTh	08:00A-04:30P 08:00A 04:30P	E405 E401A	Jan 5 - Mar 25	FACE-TO-FACE	VIKHNOSKIY	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 20 Enrolled / 20 Seats Available	

#### MAJOR APPL/REF TECH

##### MART 238 - HVAC SYSTEM AND CONTROLS - 3.0 credits

This course provides the necessary knowledge to diagnose and repair light commercial AC, heat pumps, and the related control systems found air conditioning.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MTTh MTTh	08:00A-04:30P 08:00A 04:30P	E405 E401A	Jan 5 - Mar 25	FACE-TO-FACE	VIKHNOSKIY	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 20 Enrolled / 20 Seats Available	

#### MAJOR APPL/REF TECH

##### MART 239 - ADVANCED HVAC SYSTEMS AND CONTROLS - 5.0 credits

This course provides necessary skills and troubleshooting knowledge to successfully diagnose, repair and prevent reoccurrence of a wide variety of electronic HVAC control systems problems. Emphasis is on electrical skills, techniques, and sealed system servicing.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MTTh MTTh	08:00A-04:30P 08:00A 04:30P	E405 E401A	Jan 5 - Mar 25	FACE-TO-FACE	VIKHNOSKIY	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 25 Enrolled / 15 Seats Available	



MAJOR APPL/REF TECH

**MART 245 - COMMERCIAL ICE MACHINES - 2.0 credits**

This course provides necessary skills and troubleshooting knowledge to successfully diagnose, repair and prevent reoccurrence of a wide variety of commercial ice machine problems as well as cleaning and sanitization.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MTTh MTTh	08:00A-04:30P 08:00A 04:30P	E405 E401A	Jan 5 - Mar 25	FACE-TO-FACE	VIKHOVSKIY	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 25 Enrolled / 15 Seats Available	

MAJOR APPL/REF TECH

**MART 251 - LIGHT COMMERCIAL REFRIGERATION SERVICE I - 6.0 credits**

This course provides necessary skills and troubleshooting knowledge to successfully diagnose, repair and prevent reoccurrence of a wide variety of reach-in/free-standing commercial refrigeration problems. Emphasis is on electrical skills, techniques, and sealed system servicing.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MTTh MTTh	08:00A-04:30P 08:00A 04:30P	E405 E401A	Jan 5 - Mar 25	FACE-TO-FACE	VIKHOVSKIY	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 20 Enrolled / 20 Seats Available	

MAJOR APPL/REF TECH

**MART 252 - LIGHT COMMERCIAL REFRIGERATION SERVICE II - 6.0 credits**

This course provides necessary skills and troubleshooting knowledge to successfully diagnose, repair and prevent reoccurrence of a wide variety of walk-in commercial refrigeration problems. Emphasis is on electrical skills, techniques, and sealed system servicing.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MTTh MTTh	08:00A-04:30P 08:00A 04:30P	E405 E401A	Jan 5 - Mar 25	FACE-TO-FACE	VIKHOVSKIY	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 25 Enrolled / 15 Seats Available	

MASSAGE THERAPY

**MAST 111 - MASSAGE TECHNIQUES II - 3.0 credits**

Students are introduced to and begin to compare the vast array of massage modalities. The benefits and physiological effects of each modality are discussed at various times during Massage Techniques I, II and Injury Evaluation and Treatment I and II. Instructors will teach: reflexology, hot stone massage, hydrotherapy, myofascial release (MFR), deep tissue massage, trigger point release, seated massage, pregnancy massage, sport's massage and other non-Swedish western techniques. The exact timing varies depending on the best approach to teach each particular group of students.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MTWTh	10:00A-02:30P	B102	Jan 5 - Mar 25	HYBRID	SKOCZEN Z MCKINNEY S	\$20.00 Per Credit -SUPPLY FEE \$20/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 14 Enrolled / 6 Seats Available	

MASSAGE THERAPY

**MAST 112 - ANATOMY & PHYSIOLOGY II - 3.0 credits**

This course gives students a working knowledge of the terminology, structure and function of the human body, with a foundational introduction of the following systems: nervous, lymphatic, respiratory, digestive, and endocrine. This course explores anatomy and physiology's relevance to massage including how massage affects the physiology of these systems.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MTWTh	10:00A-02:30P	B102	Jan 5 - Mar 25	HYBRID	SKOCZEN Z MCKINNEY S	\$20.00 Per Credit -SUPPLY FEE \$20/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 14 Enrolled / 6 Seats Available	

MASSAGE THERAPY

**MAST 113 - KINESIOLOGY II - 2.0 credits**

This course of study provides the student with an applicable, working knowledge of the principles of movement in the human body. Included is the study of bones, boney landmarks, joint structure and function with an in-depth study of the muscles of the following regions: gluteal, thigh and lower leg, feet, the upper arm and forearm. Students further develop foundational palpation skills learning to differentiate the qualities of different types of connective tissues. Students also learn to use passive and active range of motion to assess the quality of movement in the areas listed above.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MTWTh	10:00A-02:30P	B102	Jan 5 - Mar 25	HYBRID	SKOCZEN Z MCKINNEY S	\$20.00 Per Credit -SUPPLY FEE \$20/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 15 Enrolled / 5 Seats Available	

MASSAGE THERAPY

**MAST 114 - PATHOLOGY II - 3.0 credits**

In this course, students receive a thorough introduction to human disease, with focus on contraindications, indications, and treatment guidelines for pathologies of the central nervous system, respiratory system, circulatory system and digestive system.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MTWTh	10:00A-02:30P	B102	Jan 5 - Mar 25	HYBRID	SKOCZEN Z MCKINNEY S	\$20.00 Per Credit -SUPPLY FEE \$20/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 15 Enrolled / 5 Seats Available	

MASSAGE THERAPY

### MAST 116 - INJURY EVALUATION AND TREATMENT I - 2.0 credits

This course focuses on treatment work. Students gain experience in consultation, postural assessment, range of motion testing and specific treatment approaches to musculoskeletal conditions. Students complete a case study that incorporates documentation and billing. Students discuss the factors, classifications, and structures involved in pain. Students demonstrate knowledge of concepts related to the acute, subacute, and maturation stage of healing. Students also gain literacy in research terminology and are able to discuss the results of massage research studies.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MTWTh	10:00A-02:30P	B102	Jan 5 - Mar 25	HYBRID	SKOCZEN Z MCKINNEY S	\$20.00 Per Credit -SUPPLY FEE \$20/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 15 Enrolled / 5 Seats Available	

### MASSAGE THERAPY

#### MAST 173 - MASSAGE EMPLOYMENT I - 2.0 credits

In this course students will identify the types of massage they would like to practice. Students will compare and contrast employment options for massage practitioners. This will include looking at benefits, challenges and responsibilities of being employees, independent contractors or starting their own massage practices. Students will participate in activities to help them evaluate which job settings suit them best. Based on their findings students will participate in exercises designed to help them accomplish their professional goals.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MTWTh	10:00A-02:30P	B102	Jan 5 - Mar 25	HYBRID	SKOCZEN Z MCKINNEY S	\$20.00 Per Credit -SUPPLY FEE \$20/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 14 Enrolled / 6 Seats Available	

### MASSAGE THERAPY

#### MAST 182 - HUMAN RELATIONS & PROFESSIONALISM II - 1.0 credits

This course of study provides students the opportunity to deepen their understanding of ethical and legal issues as well as client-practitioner relationships. Students gain knowledge concepts related to interpersonal skills including assertive communication and conflict resolution. Key themes which are addressed are boundaries, informed consent, confidentiality, dual relationships, diversity, sexual issues, transference and counter-transference and ethics in business. Students study industry codes of ethics and laws related to the profession, such as HIPAA. Students read, reflect, journal, discuss and role-play to develop an applicable understanding of the professional, ethical practice of massage.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MTWTh	10:00A-02:30P	B102	Jan 5 - Mar 25	HYBRID	SKOCZEN Z MCKINNEY S	\$20.00 Per Credit -SUPPLY FEE \$20/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 14 Enrolled / 6 Seats Available	

### MASSAGE THERAPY

#### MAST 203 - MASSAGE BUSINESS START-UP I - 3.0 credits

This course will explore private practice options and business structures such as sole proprietorship. Students will look at their target market(s), location and business feasibility and begin to develop a business plan. While exploring location options, students will look at zoning ordinances and local, state and federal license and permit regulations. Students will set a fee scale and determine start-up costs.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	F	12:00P-01:00P	B102	Jan 5 - Mar 25	HYBRID	SKOCZEN Z	\$20.00 Per Credit -SUPPLY FEE \$20/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 9 Enrolled / 11 Seats Available	

### MASSAGE THERAPY

#### MAST 205 - ASIAN BODYWORK MODALITIES - 3.0 credits

This course offers a theoretical and hands-on introduction to various Asian Bodywork modalities including acupressure, massage cupping, shiatsu, Thai massage, Jin Shin Do and Acutonics & Ohm Therapeutics (utilizing tuning forks). The focus of this class will be hands-on practice of Asian Bodywork modalities integrated into a Swedish massage or treatment massage. For example, Shiatsu and Thai massage will be introduced with applications modified for use with a massage table rather than a mat. Foundational theories will be introduced with direct connections to assessment and treatment. Acupressure point protocols will include treatment for general support and wellness, as well as specific treatment.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	F	10:00A-11:30A	B102	Jan 5 - Mar 25	HYBRID	SKOCZEN Z	\$20.00 Per Credit -SUPPLY FEE \$20/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 9 Enrolled / 11 Seats Available	

### MATHEMATICS

#### MATH 095 - INTERMEDIATE ALGEBRA - 5.0 credits

This course covers the following topics: review of selected elementary algebra topics; absolute value equations and inequalities; factoring polynomials; rational expressions; solving rational equations; rational exponents and radicals; quadratic equations and complex numbers; functions and their graphs; inverse functions; exponential and logarithmic functions; properties of logarithms; solving polynomial, quadratic-form and radical equations. This class is taught either in traditional lecture mode or through individually tailored, interactive computer instruction that provides the student's primary method of learning, with the instructor available to assist students on an individual basis during the class period. PREREQUISITE(S): Completion of MATH 085 or AMATH 185 with a 2.0 or higher, or placement by assessment.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
G304	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	ST JOHN M	\$12.00 Per Course - ONLINE ELEARNING FEE	Open 24 Enrolled / 1 Seats Available	Optional Zoom sessions on TTh 1:00pm-3:00pm, with recordings provided on Canvas.
N424	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	ROTH A	\$12.00 Per Course - ONLINE ELEARNING FEE	Open 13 Enrolled / 12 Seats Available	

### MATHEMATICS

#### MATH&107 - MATH IN SOCIETY - 5.0 credits



This college level course provides a mathematical perspective of contemporary issues. The course is designed for students who do not intend to continue in mathematics or science. Topics vary but may include areas of finance, statistics, data analysis, logic and applications relevant to humanities, social sciences and education. Content emphasis is on problem solving and quantitative reasoning. General education distribution area: Quantitative / Symbolic Reasoning. PREREQUISITE(S): Completion of MATH 095, AMATH 190, or AMATH 195 with a 2.0 or higher, or placement by assessment.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
N408	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	ST JOHN M	\$12.00 Per Course - ONLINE EARNING FEE	Open 16 Enrolled / 9 Seats Available	Optional Zoom sessions on M 1:00pm-4:00pm, with recordings provided on Canvas.

## MATHEMATICS

### MATH&141 - PRECALCULUS I - 5.0 credits

Elementary functions, their graphs and transformations of their graphs, with applications to mathematical modeling. Examples include linear, quadratic, polynomial, rational, exponential, logarithmic, composite functions, and inverse functions. General education distribution area: Quantitative / Symbolic Reasoning. PREREQUISITE(S): Completion of MATH 095, AMATH 193, or AMATH 195 with a 2.0 or higher, or placement by assessment.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
N466	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	ROTH A	\$12.00 Per Course - ONLINE EARNING FEE	Open 13 Enrolled / 12 Seats Available	
G186	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	ST JOHN M	\$12.00 Per Course - ONLINE EARNING FEE	Open 24 Enrolled / 1 Seats Available	Optional Zoom sessions on TTh 1:00pm-3:00pm, with recordings provided on Canvas.

## MATHEMATICS

### MATH&142 - PRECALCULUS II - 5.0 credits

Trigonometric and inverse trigonometric functions, their graphs and transformations of their graphs, with applications to mathematical modeling. Solving trigonometric equations, the derivation and use of trigonometric identities. Polar coordinates and parametric equations, with applications to mathematical modeling. Conic sections, with applications to mathematical modeling. General education distribution area: Quantitative / Symbolic Reasoning. PREREQUISITE(S): Completion of MATH& 141 with a 2.0 or higher, or placement by assessment.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
G196	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	ST JOHN M	\$12.00 Per Course - ONLINE EARNING FEE	Open 24 Enrolled / 1 Seats Available	Optional Zoom sessions on TTh 1:00pm-3:00pm, with recordings provided on Canvas.

## MATHEMATICS

### MATH&146 - INTRODUCTION TO STATISTICS - 5.0 credits

This course is an introduction to statistics and how it may be applied in the analysis of numerical data. It includes the following topics: structure of data sets, central tendency, dispersion, means, standard deviation, correlation, and regression, binomial and normal probability distributions, sampling methods, confidence intervals and hypothesis testing. General education distribution area: Quantitative / Symbolic Reasoning. PREREQUISITE(S): Completion of MATH 095, AMATH 190, or AMATH 195 with a 2.0 or higher, or placement by assessment.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
N426	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	COOKSEY M	\$12.00 Per Course -ONLINE EARNING FEE	Open 17 Enrolled / 7 Seats Available	
G248	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	ROTH A	\$12.00 Per Course -ONLINE EARNING FEE	Open 23 Enrolled / 1 Seats Available ; Waitlist / 3 Students on Waitlist	
G262	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	COOKSEY M	\$12.00 Per Course -ONLINE EARNING FEE	Open 20 Enrolled / 4 Seats Available	

## MATHEMATICS

### MATH&148 - BUSINESS CALCULUS - 5.0 credits

Introduction to Differential and Integral Calculus of elementary functions with emphasis on business applications and its use in optimization. General education distribution area: Quantitative / Symbolic Reasoning. PREREQUISITE(S): Completion of MATH& 141 with a 2.0 or higher, or placement by assessment.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
G198	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	ST JOHN M	\$12.00 Per Course - ONLINE EARNING FEE	Open 24 Enrolled / 1 Seats Available	Optional Zoom sessions on TTh 1:00pm-3:00pm, with recordings provided on Canvas.

## MATHEMATICS

### MATH&151 - CALCULUS I - 5.0 credits

Differential calculus. The definition and interpretation of the derivative, with applications to mathematical modeling. Derivatives of algebraic and transcendental functions. General education distribution area: Quantitative / Symbolic Reasoning. PREREQUISITE(S): Completion of MATH& 142 with a 2.0 or higher, or placement by assessment.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
G200	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	ST JOHN M	\$12.00 Per Course - ONLINE EARNING FEE	Open 24 Enrolled / 1 Seats Available	Optional Zoom sessions on TTh 1:00pm-3:00pm, with recordings provided on Canvas.

## MATHEMATICS

### MATH&152 - CALCULUS II - 5.0 credits

Integral calculus. The definition, interpretation and application of the definite integral. The Fundamental Theorem of Calculus, techniques of integration and definite integrals involving parametrically described curves. Introduction to differential equations. This class is taught either in traditional lecture mode or through individually tailored interactive computer instruction that provides the student's primary method of learning, with the instructor available to assist students on an individual basis during the class

period. General education distribution area: Quantitative / Symbolic Reasoning. PREREQUISITE(S): Completion of MATH& 151 with a 2.0 or higher, or placement by assessment.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
G201	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	ST JOHN M	\$12.00 Per Course - ONLINE EARNING FEE	Open 24 Enrolled / 1 Seats Available	Optional Zoom sessions on TTh 1:00pm-3:00pm, with recordings provided on Canvas.

## MATHEMATICS

### MATH&163 - CALCULUS III - 5.0 credits

This third course in the calculus sequence covers vectors, series, and multivariable functions, as well as partial derivatives and differentiation. PREREQUISITE(S): Completion of MATH& 152 with a 2.0 or higher or equivalent course.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
G226	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	ST JOHN M	\$12.00 Per Course - ONLINE EARNING FEE	Open 24 Enrolled / 1 Seats Available	Optional Zoom sessions on TTh 1:00pm-3:00pm, with recordings provided on Canvas.

## MECHATRONICS

### MEC 102 - INDUSTRIAL DIRECT CURRENT - 3.0 credits

This course provides the student with necessary knowledge and skills in the understanding of the Electron and D-C Theory and electrical circuits as they relate to the mechatronics field.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	MEAKIN A	\$12.00 Per Course -ONLINE EARNING FEE	Open 23 Enrolled / 12 Seats Available	

## MECHATRONICS

### MEC 103 - INDUSTRIAL ALTERNATING CURRENT - 3.0 credits

This course covers alternating current and the electrical circuits as they relate to the mechatronics field.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	MEAKIN A	\$12.00 Per Course -ONLINE EARNING FEE	Open 23 Enrolled / 12 Seats Available	

## MECHATRONICS

### MEC 106 - MECHANICAL PRINTS AND LAB - 5.0 credits

This course introduces basic concepts of blueprint reading and schematics. Students will learn to read, manipulate and understand mechanical part print. Participants will be able to recognize, identify, describe and relate the components used in schematics and symbols.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	AL-KINANI H	\$12.00 Per Course -ONLINE EARNING FEE	Open 16 Enrolled / 2 Seats Available	

## MECHATRONICS

### MEC 107 - MECHANICAL MAINTENANCE AND LAB - 5.0 credits

This course is designed to acquaint students with maintenance techniques for belts, pulleys, sprockets, gears, and other mechanical parts found in industrial settings. Students will learn industry relevant mechanical maintenance techniques including preventive maintenance, troubleshooting, error codes, general operation and programming.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	WTh	08:00A-12:00P	J206	Jan 5 - Mar 25	HYBRID	AL-KINANI H	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 15 Enrolled / 3 Seats Available	

## MECHATRONICS

### MEC 109 - PROGRAMMABLE LOGIC CONTROLS - SIEMENS - 3.0 credits

Introduction to programmable logic controllers for industrial control and direct digital controls for industrial automation. Participants will gain an understanding of terminology, components, programming, interfacing and operation of PLC controls, and be introduced to DDC components, functions, and operation in building automation and energy management. Students will learn the Siemens PLC system to study software programming, architectures, ladder logic, I/O modules, basic numbering systems, computer terminology, and industrial communication.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	WTh	10:30A-12:00P	J207	Jan 5 - Mar 25	HYBRID	AL-KINANI H	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 10 Enrolled / 8 Seats Available	

## MEDICAL ASSISTANT

### MEDA 102 - BLS PROVIDER CPR/AED - 1.0 credits

This course covers one- and two-person, adult, child and infant CPR. Students practice caring for a person with foreign body airway obstruction (FBAO), personal barrier techniques and use of Automated External Defibrillator (AED). The course teaches to effectively recognize and treat in critical minutes until Emergency Medical Services (EMS) arrive. Topics include: general first aid principles, medical, injury, and environmental emergencies. This course is approved by OSHA, WISHA (Labor and Industries) for healthcare providers. An AHA card will be issued upon the successful completion of a written exam and skills evaluation.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	B109	Jan 5 - Mar 25	HYBRID	HOFFMAN L ZYDEK P	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 17 Enrolled / 11 Seats Available	
	ARRANGED	ARR-ARR	B109	Jan 5 - Mar 25	HYBRID	WILSON C ZYDEK P	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 10 Enrolled / 18 Seats Available	

## MEDICAL ASSISTANT



### MEDICAL ASSISTANT

#### MEDA 108 - ANATOMY AND PHYSIOLOGY I - 4.0 credits

This is the first of a two-course sequence. The course will provide an overview of the relationships between the structures and functions of the human body. It will also cover the interrelationships among systems and regulation of physiological functions involved in maintaining homeostasis. Topics include cell structure and function, tissues, body organization, homeostasis, and the following systems: the integumentary, skeletal, muscular, and nervous. Students can substitute BIOL& 241 for MEDA 108.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MW	09:00A-10:00A	B109	Jan 5 - Mar 25	HYBRID	HOFFMAN L GRAHAM E	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$15.00 Per Course - WEB ENH/HYB ELEARN FEE	Open 16 Enrolled / 12 Seats Available	
	WTh	05:30P-06:30P	B109	Jan 5 - Mar 25	HYBRID	WILSON C	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$15.00 Per Course - WEB ENH/HYB ELEARN FEE	Open 14 Enrolled / 14 Seats Available	

### MEDICAL ASSISTANT

#### MEDA 117 - MEDICAL TERMINOLOGY AND THE HUMAN BODY - 4.0 credits

This course is the introductory study of medical terminology and basic human anatomy and physiology. The focus is on prefixes, suffixes, word roots and their combining forms by review of each body system and specialty area. It also emphasizes word construction, spelling, usage, comprehension, and pronunciation. In addition, students gain information regarding anatomy, pathology, and medical abbreviations. This course will also introduce the etiology and symptoms of common diseases and disorders of the human body as they relate to specific body systems and pathogenic agents.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	M	10:00A-11:00A	ONLINE	Jan 5 - Mar 25	ONLINE	ROBINSON J GRAHAM E	\$14.62 Per Year -MED MAL & GEN LIAB INS ; \$12.00 Per Course -ONLINE ELEARNING FEE	Open 25 Enrolled / 3 Seats Available	Class meets via Zoom during time listed.

### MEDICAL ASSISTANT

#### MEDA 121 - ADMINISTRATIVE MEDICAL PROCEDURES - 4.0 credits

This course focuses on the skills necessary for working in the medical front office including communication, customer service, basic computer skills, and basic administrative duties. Students will practice using an Electronic Medical Record (EMR) and office software to perform these tasks with an emphasis on professional communications, documentation, scope of practice and confidentiality. Emphasis will be on verbal and non-verbal communication, patient interviewing techniques, patient education and cultural sensitivity.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	W	10:00A-12:00P	B109	Jan 5 - Mar 25	HYBRID	HOFFMAN L GRAHAM E	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$15.00 Per Course - WEB ENH/HYB ELEARN FEE	Open 17 Enrolled / 11 Seats Available	
	WTh	06:30P-07:30P	B109	Jan 5 - Mar 25	HYBRID	WILSON C	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$15.00 Per Course - WEB ENH/HYB ELEARN FEE	Open 14 Enrolled / 14 Seats Available	

### MEDICAL ASSISTANT

#### MEDA 125 - INTRODUCTION TO CLINICAL PROCEDURES - 6.0 credits

This is an introduction to the role and scope of practice of a clinical medical assistant. There is a focus on basic rooming and vital signs collection, charting, protective practices, the physical exam, eye and ear exams and an introduction to administration of medications. The course also covers the appropriate protective practices to office safety and office emergencies. Protective practices training will include blood-borne pathogen training, standard precautions, infectious diseases, infection control, disinfecting and sterilization, isolation precautions, post-exposure plans, and basic microbiology.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	TTh	08:00A-12:00P	B125	Jan 5 - Mar 25	HYBRID	ROBINSON J MANICKAM P	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$15.00 Per Course - WEB ENH/HYB ELEARN FEE	Open 25 Enrolled / 3 Seats Available	

### MEDICAL ASSISTANT

#### MEDA 126 - CLINICAL PROCEDURES I - 6.0 credits

An introduction to laboratory practices, specimen collection and processing, urinalysis, venipuncture, hematology, chemistry, immunology, medical microbiology, and CLIA-waived tests. Students practice lab procedures in the context of assisting providers, physician orders, patient education and prep, and protocols. Students will practice identifying nonverbal communication, overcoming communication barriers when interacting with patients of different language backgrounds, and use feedback techniques to obtain patient information and properly coach patients.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	TTh	10:00A-02:30P	B109	Jan 5 - Mar 25	FACE-TO-FACE	HOFFMAN L MANICKAM P	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 17 Enrolled / 11 Seats Available	
	WTh Sa	07:30P-09:00P 08:00A 01:00P	B109 B109	Jan 5 - Mar 25	FACE-TO-FACE	WILSON C	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 14 Enrolled / 14 Seats Available	

### MEDICAL ASSISTANT

#### MEDA 132 - INTRO TO DISEASE PREVENTION AND HEALTH PROMOTION - 3.0 credits

This course provides an overview of public health and epidemiology. This course uses a public health perspective that views the health of a population as influenced by social, cultural, behavioral, biological, environmental, and economic factors. The principles and methods of epidemiologic investigation and epidemiology and the role in public health are covered in this course.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	M	10:00A-11:30A	B109	Jan 5 - Mar 25	HYBRID	HOFFMAN L GRAHAM E	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 17 Enrolled / 11 Seats Available	
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	WILSON C	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 14 Enrolled / 14 Seats Available	

### MEDICAL ASSISTANT

### MEDA 150 - MEDICAL LAW AND ETHICS - 2.0 credits

Caring for patients involves ethical and legal responsibilities which makes knowledge of current trends in medical law, ethics and bioethics fundamental for healthcare workers. This course presents regulations that pertain to professional liability, types of consent, employment practices, medical records and cultural implications. HIPAA laws are discussed in detail. Current bioethical considerations are also explored.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	M	11:30A-12:30P	B109	Jan 5 - Mar 25	HYBRID	HOFFMAN L GRAHAM E	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 17 Enrolled / 11 Seats Available	
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	WILSON C	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 14 Enrolled / 14 Seats Available	

### MEDICAL ASSISTANT

#### MEDA 171 - COMMUNICATIONS AND HUMAN RELATIONS IN HEALTHCARE - 4.0 credits

This course focuses on medical assistant communication skills including grammar, punctuation, and spelling. Development of critical reading abilities, as well as academic writing proficiency through readings, lectures and practice exercises will be explored. This experiential course introduces basic psychology principles as they relate to communicating and critical thinking. Students practice the application of interpersonal skills and human relations required within a healthcare environment. Students are introduced to multiple healthcare delivery systems, healthcare industry trends and professional behavior in allied health.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	W	02:00P-03:00P	ONLINE	Jan 5 - Mar 25	ONLINE	ROBINSON J GRAHAM E	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 25 Enrolled / 3 Seats Available	Class meets via Zoom during time listed.

### MEDICAL CODING SPEC

#### MAP 101 - INTRODUCTION TO MEDICAL TERMINOLOGY - 5.0 credits

This class provides a comprehensive foundation of basic medical terminology for use in health care careers. Includes Greek and Latin word roots, prefixes, suffixes, combining forms, special endings, plural forms, abbreviations and symbols. Terminology emphasis on body structures, pathologies, medical procedures, medical specialties, and common terms and abbreviations used in health care. Introduces concepts and application of reading, writing and interpreting common medical formats such as operative and SOAP notes.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	MAHER D	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 18 Enrolled / 17 Seats Available	

### MEDICAL CODING SPEC

#### MAP 114 - COMPUTER FUNDAMENTALS (OFFICE 365) - 5.0 credits

This course prepares students to use computer applications in the classroom by providing a solid foundation in basic computer terminology; operating systems; browsers; basics of Internet; and Introduction to Office 365. Students will use basic Office 365 features including features of the ribbon, quick access tool bar, formatting, e-mail, opening and saving documents, and creating and editing business letters and tables. Students will use many of the tools and features in Office 365 to perform basic tasks.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	MAY-FARLEY S	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 15 Enrolled / 20 Seats Available	

### MEDICAL CODING SPEC

#### MAP 115 - ADVANCED MS OFFICE AND KEYBOARDING (MOS) - 5.0 credits

This class builds on skills learned in MAP 114. Students prepare for the Microsoft Office Specialist (MOS) certification with further independent practice on different types of documents, including newsletters, reports, resumes, and work correspondence.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	MAY-FARLEY S	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 27 Enrolled / 8 Seats Available	

### MEDICAL CODING SPEC

#### MAP 120 - HUMAN RELATIONS - 2.0 credits

This course explores personal and professional qualities necessary for success in the healthcare industry. It also prompts self-awareness and encourages development of coping skills for dealing effectively with co-workers, supervisors, doctors and patients.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	ROBINSON S	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 17 Enrolled / 18 Seats Available	OER (no textbook to purchase)

### MEDICAL CODING SPEC

#### MAP 123 - PATIENT NAVIGATION AND CHRONIC ILLNESS - 3.0 credits

This course introduces students to the treatment and prevention of chronic illnesses, integration of medical and behavioral health, and innovative models of care and barriers to care associated with low health literacy, limited English proficiency and quality of life issues.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	MAHER D	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 24 Enrolled / 11 Seats Available	

### MEDICAL CODING SPEC

#### MAP 190 - CAREER OPPORTUNITIES AND EMPLOYMENT EXPECTATIONS - 2.0 credits

Students create and modify resumes, cover letters, learn effective interviewing skills and the use of social media sites. In addition, students analyze traits employers are seeking in new hires.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	ROBINSON S	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 22 Enrolled / 13 Seats Available	



**MEDICAL CODING SPEC****MAP 208 - PATIENT NAVIGATION AND THE HEALTHCARE SYSTEM - 3.0 credits**

This class covers the responsibilities of a patient navigator with an emphasis on communication and problem-solving with clients. Students also learn how various health care systems, terminology and health insurance interact. Topics will focus on individual and family centered care issues, communication and health literacy, transitions and resource referral.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	MAHER D	\$12.00 Per Course -ONLINE EARNING FEE	Open 16 Enrolled / 19 Seats Available	

**MEDICAL CODING SPEC****MAP 211 - NAVIGATING EHRs IN HEALTH CARE - 3.0 credits**

This electronic health record (EHR) simulation will provide you with unique, hands-on learning of the simulated medical office. The assignments in this text provide realistic practice of all of the tasks you will encounter in a real medical office-from front office (administrative) skills to clinical skills to practice management skills (billing, coding, and insurance). This simulation mimics how to interact with patients and the requirements for an EHR.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	MAY-FARLEY S	\$12.00 Per Course -ONLINE EARNING FEE	Open 25 Enrolled / 10 Seats Available	

**MEDICAL CODING SPEC****MAP 278 - DATABASES AND STATISTICAL TERMS - 5.0 credits**

This course is designed to teach the utilization and application of Excel: use financial and lookup functions; define names, validate data, and audit worksheets; use advanced sorting and filtering; create pivot tables and charts; and collaborate with external data and database functions. Theory of basic statistical analysis of record content and record management will be presented. Review of basic mathematical functions, introduction of measures of central tendency and variability, and principles of manual and computer graphic display will be incorporated in both application and analysis. This course also includes theory on census calculations/reports and public health statistical data collection and reporting.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	MAY-FARLEY S	\$12.00 Per Course -ONLINE EARNING FEE	Open 5 Enrolled / 25 Seats Available	

**MEDICAL CODING SPEC****MAP 289 - CERTIFICATION EXAM PREPARATION - 5.0 credits**

This course will cover anatomy, physiology, medical terminology, coding basics, evaluation management (E/M), surgery, genital system, nervous system, urinary system, pathology, medicine and test-taking strategies and techniques. Coding conventions and guidelines are emphasized to help students prepare for the AAPC and AHIMA certification exams.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	MAHER D	\$12.00 Per Course -ONLINE EARNING FEE	Open 14 Enrolled / 16 Seats Available	

**MEDICAL CODING SPEC****MAP 291 - PROFESSIONAL PRACTICE EXPERIENCE - 4.0 credits**

This externship program provides the student with opportunities to obtain actual work experience while testing the concept of the student's chosen profession, thus assisting the student to be more certain of career objectives. Students obtain a minimum of 132 hours of supervised work experience at an instructor-approved facility and participate in weekly seminar. PREREQUISITE(S): Completion of all course requirements with a 2.0 or higher AND instructor approval.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	MAY-FARLEY S	\$12.00 Per Course -ONLINE EARNING FEE	Open 5 Enrolled / 25 Seats Available	

**MEDICAL CODING SPEC****MAP 293 - BILLING PHYSICIAN-RELATED SERVICES - 4.0 credits**

This course familiarizes the student with incident-to billing, split-billing, and Medicare annual visits. Billing for non-physician providers and ancillary services such as acupuncture are also included.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	MAHER D	\$12.00 Per Course -ONLINE EARNING FEE	Open 14 Enrolled / 16 Seats Available	

**MEDICAL CODING SPEC****MAP 295 - CODING SIMULATION - 5.0 credits**

Students practice using ICD-10-CM, HCPCS and CPT by coding inpatient and outpatient source documents and charts. Theory and practice in coding problem-solving, data quality control and use of the computer encoder are emphasized. Students code approximately 100 real medical records from a variety of inpatient and outpatient facilities utilizing online records under the guidance of an MAP instructor. The student does not go to individual sites to perform this activity.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	MAHER D	\$12.00 Per Course -ONLINE EARNING FEE	Open 6 Enrolled / 24 Seats Available	

**MUSIC****MUSC&105 - MUSIC APPRECIATION - 5.0 credits**

This course helps students develop an understanding of the elements and vocabulary of music while deepening their appreciation of music as a reflection of cultural tradition and innovation. Students gain tools for analysis such as the historical, political and cultural influences on musical traditions. Class activities include lectures, written materials, and a variety of listening experiences. General education distribution area: Humanities.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
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N462	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	LEHNHOFF L	\$12.00 Per Course -ONLINE ELEARNING FEE	Full ; Waitlist / 3 Students on Waitlist	OER (no textbook to purchase)
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## NURSING ASSISTANT

### HLTH 100 - TOOLS FOR SUCCESS - 2.0 credits

This course provides the foundational tools for successful completion of the Nursing Assistant program.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Feb 15 - Mar 25	ONLINE	KAUR R	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$12.00 Per Course -ONLINE ELEARNING FEE	Cancelled	
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Feb 10	ONLINE	KAUR R KURLE J	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$12.00 Per Course -ONLINE ELEARNING FEE	Open 6 Enrolled / 4 Seats Available	
	ARRANGED	ARR-ARR	H105	Jan 5 - Mar 12	HYBRID	KAUR R	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Cancelled	

## NURSING ASSISTANT

### NA 101 - FUNDAMENTALS OF NURSING ASSISTANT - 2.0 credits

Students learn about the role of the nursing assistant in meeting the basic needs of the client, including legal and ethical implications. The mandatory HIV/AIDS content is covered.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Feb 15 - Mar 25	ONLINE	KAUR R	\$12.00 Per Course -ONLINE ELEARNING FEE ; \$14.62 Per Year -MED MAL & GEN LIAB INS	Cancelled	
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Feb 10	ONLINE	KAUR R	\$12.00 Per Course -ONLINE ELEARNING FEE ; \$14.62 Per Year -MED MAL & GEN LIAB INS	Open 6 Enrolled / 4 Seats Available	
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 12	ONLINE	KAUR R	\$12.00 Per Course -ONLINE ELEARNING FEE ; \$14.62 Per Year -MED MAL & GEN LIAB INS	Cancelled	

## NURSING ASSISTANT

### NA 103 - BASIC TECHNICAL SKILLS - 2.0 credits

Students will learn all of the skills necessary in the role of a nursing assistant to provide for an optimal level of functioning to the client. Also included is a mock NACES written and skills exam.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MTWTh	09:00A-01:00P	H105	Feb 15 - Mar 25	FACE-TO-FACE	BURDICK J	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Cancelled	
	MTWTh	09:00A-01:00P	H105	Jan 5 - Feb 10	FACE-TO-FACE	BURDICK J	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 6 Enrolled / 4 Seats Available	
	MW	06:00P-09:30P	H105	Jan 5 - Mar 12	FACE-TO-FACE	NATIVIDAD A	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Cancelled	

## NURSING ASSISTANT

### NA 105 - PRINCIPLES OF A&P, RESTORATIVE CARE,RELATED PROC - 2.0 credits

The student gains basic knowledge of anatomy and physiology related to care given by nursing assistants. Students learn to recognize and report abnormal signs and symptoms of common diseases and conditions. Principles and skills of rehabilitation and restorative care are discussed.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Feb 15 - Mar 25	ONLINE	KAUR R	\$12.00 Per Course -ONLINE ELEARNING FEE	Cancelled	
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Feb 10	ONLINE	KAUR R	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 6 Enrolled / 4 Seats Available	
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 12	ONLINE	KAUR R	\$12.00 Per Course -ONLINE ELEARNING FEE	Cancelled	

## NURSING ASSISTANT

### NA 131 - NURSING ASSISTANT PRACTICUM - 2.0 credits

The student demonstrates the knowledge, skills, and abilities for safe and effective care as a nursing assistant under the direction and supervision of a LPN/RN.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	SaSu	06:00A-02:30P	CLINICAL		FACE-TO-FACE	NATIVIDAD A	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$85.00 Per Course -CLIN PLCMT FEE 1-4 CR	Cancelled	
	SaSu	06:00A-02:30P	CLINICAL		FACE-TO-FACE	NATIVIDAD A	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$85.00 Per Course -CLIN PLCMT FEE 1-4 CR	Cancelled	
	WThF	06:00A-02:30P	CLINICAL	Jan 27 - Feb 5	FACE-TO-FACE	BURDICK J	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$85.00 Per Course -CLIN PLCMT FEE 1-4 CR	Open 3 Enrolled / 7 Seats Available	
	WThF	06:00A-02:30P	CLINICAL	Jan 27 - Feb 5	FACE-TO-FACE	BURDICK J	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$85.00 Per Course -CLIN PLCMT FEE 1-4 CR	Open 3 Enrolled / 7 Seats Available	
	MThF	05:45A-02:15P	CLINICAL	Mar 10 - Mar 25	FACE-TO-FACE	BURDICK J	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$85.00 Per Course -CLIN PLCMT FEE 1-4 CR	Cancelled	
	MThF	05:45A-02:15P	CLINICAL	Mar 10 - Mar 25	FACE-TO-FACE	BURDICK J	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$85.00 Per Course -CLIN PLCMT FEE 1-4 CR	Cancelled	

## NUTRITION

### NUTR&101 - HUMAN NUTRITION - 5.0 credits



This course provides students with information pertaining to the functions of nutrients in the body and the physiologic processes involved in digestion and absorption. Topics covered include anatomy and physiology of digestion and absorption; specific utilization of carbohydrates, protein, and fats; and vitamin and mineral supplements. Other topics include factors that govern nutrient requirements, and the impact of diet on health and disease. Basic principles of chemistry, biology, and physiology are applied to the study of nutrition. This course is suggested for students majoring in nursing or other health-related areas. General education distribution area: Natural Science.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
N458	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	SZABO D	\$12.00 Per Course -ONLINE EARNING FEE	Open 24 Enrolled / 1 Seats Available ; Waitlist / 1 Students on Waitlist	
N404	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	SZABO D	\$12.00 Per Course -ONLINE EARNING FEE	Open 22 Enrolled / 3 Seats Available ; Waitlist / 2 Students on Waitlist	

#### OFFICE ASSISTANT

##### ASST 095 - BUSINESS MATH (CLERICAL SKILLS REVIEW) - 3.0 credits

This course provides a review of the basic business English, math and computer skills required for clerical work.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 11 - Mar 25	ONLINE	PHILPOTT M	\$12.00 Per Course -ONLINE EARNING FEE	Open 21 Enrolled / 9 Seats Available	

#### OFFICE ASSISTANT

##### ASST 110 - INTRODUCTION TO BUSINESS WRITING - 3.0 credits

Students are introduced to the basics of business writing.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 11 - Mar 25	ONLINE	PHILPOTT M	\$12.00 Per Course -ONLINE EARNING FEE	Open 21 Enrolled / 9 Seats Available	

#### OFFICE ASSISTANT

##### ASST 120 - KEYBOARDING/DATA ENTRY - 3.0 credits

Students develop speed and accuracy on an electronic keyboard through skill development activities and data entry applications.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 11 - Mar 25	ONLINE	PHILPOTT M	\$12.00 Per Course -ONLINE EARNING FEE	Open 21 Enrolled / 9 Seats Available	

#### OFFICE ASSISTANT

##### ASST 144 - INTRODUCTION TO COMPUTER APPLICATIONS - 5.0 credits

Students receive training on basic business computer applications using Windows and Microsoft Office applications, including word processing, spreadsheets, data bases, and graphics.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 11 - Mar 25	ONLINE	PHILPOTT M	\$12.00 Per Course -ONLINE EARNING FEE	Open 21 Enrolled / 9 Seats Available	

#### OFFICE ASSISTANT

##### ASST 181 - CUSTOMER SERVICE (HUMAN REL) & CAREER READINESS - 5.0 credits

This course helps students develop skills to assist in their personal and professional growth. Students learn the fundamentals of human relations in a professional environment, including the basic tools to better understand co-workers, colleagues, customers and supervisors. Job-seeking skills, including developing resumes, cover letters and portfolios are covered, as are interviewing techniques. The importance of self-image, self-esteem and business etiquette is also discussed.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 11 - Mar 25	ONLINE	PHILPOTT M	\$12.00 Per Course -ONLINE EARNING FEE	Open 21 Enrolled / 9 Seats Available	

#### PHARMACY TECHNICIAN

##### PHAR 106 - OUTPATIENT PHARMACY PREP & RECORD KEEPING II - 4.0 credits

This course continues to provide instruction and experience in the compounding, counting, packaging, stocking, and labeling of pharmaceutical preparations using proper equipment and techniques. Students are provided with instruction and practical methods in patient profile applications, third party billing, and filing requirements including special requirements for scheduled drugs. Emphasis is given to increasing speed and accuracy in filling pharmaceutical preparations.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	F Sa	08:00A-12:00P 08:00A 12:00P	ONLINE B124	Jan 5 - Mar 25	HYBRID	SPENCER L	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$15.00 Per Course - WEB ENH/HYB ELEARN FEE	Open 13 Enrolled / 13 Seats Available	

#### PHARMACY TECHNICIAN

##### PHAR 108 - INPATIENT/HOME HEALTHCARE PHAR PREP & RECORD - 8.0 credits

In this course, students will gain advanced knowledge and instruction in, and perform duties for Long-/Short-Term Care, Inpatient Hospital, and IV preparation. Students learn and demonstrate the basic aseptic techniques for CSPs as well as the safety standards under USP 797. Also, students will practice unit-dose drug distribution, compounding, packaging, labeling, floor stock, pharmacy inventory PAR levels, and inventory ordering and how it applies to record-keeping in LTC, Hospital, and IV. Students will learn and understand the various inpatient pharmacy settings, the emergency department (includes Med-Recon), emergency medications, and the use of home infusion administration devices. Additionally, students will learn and perform pharmacy calculations used in LTC, Hospital, and IV pharmacies through the use of a standard calculator. Special pharmacy calculations include fractions, decimals, percent solutions, percent strength, Roman numerals, ratio proportions, metric and apothecary applications and symbols, specific gravity, v/v, w/v, w/w, size and types of containers, flow rate, alligation method, NDC numbers, and other specialized pharmacy calculations associated to the practice of hospital pharmacies.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MT Sa	08:00A-12:00P 08:00A 12:00P	ONLINE B124	Jan 5 - Mar 25	HYBRID	SPENCER L	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$15.00 Per Course - WEB ENH/HYB ELEARN FEE	Open 13 Enrolled / 13 Seats Available	



PHARMACY TECHNICIAN

**PHAR 110 - PHARMACOLOGY I - 5.0 credits**

This course reviews the history of pharmacy and drug development. Students are introduced to the basic mechanisms of drug action and routes of administration. Students learn the uses, effects, and side effects of the major classes of drugs affecting the integumentary, skeletal, muscle and joints, nervous, blood and lymphatic, cardiovascular, respiratory, digestive, and endocrine systems.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	W Th	08:00A-12:00P 08:00A 09:00A	ONLINE ONLINE	Jan 5 - Mar 25	ONLINE	YOUNG R	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 13 Enrolled / 13 Seats Available	Class meets via Zoom during time listed.

PHARMACY TECHNICIAN

**PHAR 131 - PHARMACY LAW & REFERENCES I - 1.0 credits**

Students examine legal terms, state and federal laws, as well as review references necessary to the practice of pharmacy.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	Th	09:00A-10:00A	ONLINE	Jan 5 - Mar 25	ONLINE	YOUNG R	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 13 Enrolled / 13 Seats Available	Class meets via Zoom during time listed.

PHLEBOTOMY

**PHLEB101 - FUNDAMENTALS OF PHLEBOTOMY - 6.0 credits**

Students learn the roles, responsibilities, work flow, and safe practices required in a clinical laboratory. This intense program provides computer-based education along with lectures and hands-on interactive training needed to provide a high level of expertise. Students will demonstrate knowledge of the health care setting, legal and ethical issues, HIPAA regulations, safety precautions and preventions against BBP's related to phlebotomy practice. Students will apply medical terminology and anatomy and physiology in the healthcare setting. Students will choose appropriate blood collection tubes for tests, perform venipuncture procedures, and assess for complications for special procedures, such as ABO, B/C, GTT and PKU. Students will prepare themselves for the workforce by modeling professional appearance, valuing diversity in the workplace, and communicating effectively and professionally with patients and staff. PREREQUISITE(S): Completion of CastleBranch requirements and successfully completed background check.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MTWTh	08:00A-02:30P	ONLINE	Jan 6 - Jan 26	ONLINE	TERRELL A	\$117.00 Per Quarter -PHLEBOTOMY EXAM FEES ; \$12.00 Per Course -ONLINE ELEARNING FEE	Open 3 Enrolled / 13 Seats Available	Class meets via Zoom during time listed.

PHLEBOTOMY

**PHLEB102 - PHLEBOTOMY LABORATORY SKILLS - 4.0 credits**

Students interpret laboratory requisitions, select proper tubes and order of draw, and demonstrate the ability to evaluate the patient for ability to withstand venipuncture procedure. Perform basic phlebotomy procedures, articulate the venipuncture procedure, and answer patient questions. Perform point-of-care testing, such as glucose levels of patients, and prepare blood, urine and other body fluids specimens for testing according to established protocol. Must be enrolled in PHLEB 101 to participate in Lab Skills Cohort, with no longer than one quarter between completion of PHLEB 101 and PHLEB 102.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MTWTh	08:00A-02:30P	B206	Jan 27 - Feb 22	FACE-TO-FACE	TERRELL A	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$14.62 Per Year -MED MAL & GEN LIAB INS	Open 3 Enrolled / 13 Seats Available	

PHLEBOTOMY

**PHLEB103 - HEALTHCARE PROVIDER FIRST AID/CPR,AED&BLOODBORNE - 2.0 credits**

This course covers one- and two-person, adult, child and infant CPR. Students practice caring for a person with foreign body airway obstruction (FBAO), personal barrier techniques and use of Automated External Defibrillator (AED). The course teaches to effectively recognize and treat in critical minutes until Emergency Medical Services (EMS) arrive. Topics include: general first aid principles, medical, injury and environmental emergencies, and blood borne pathogens. This course is approved by OSHA, WISHA (Labor and Industries) for healthcare providers. An AHA card will be issued upon the successful completion of a written exam and skills evaluation. In addition, the mandatory seven hours of HIV/AIDS education for healthcare providers is included.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MT	08:00A-02:30P	B202	Mar 1 - Mar 2	HYBRID	TERRELL A BELL D	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$15.00 Per Course - WEB ENH/HYB ELEARN FEE	Open 3 Enrolled / 13 Seats Available	

PHLEBOTOMY

**PHLEB104 - NATIONAL EXAM CERTIFICATION PREP - 1.0 credits**

Students review the core concepts of the Phlebotomy Technician program. Emphasis is placed on preparation and strategies for success on the national certification exam.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Feb 23 - Feb 26	ONLINE	TERRELL A	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$12.00 Per Course -ONLINE ELEARNING FEE	Open 3 Enrolled / 13 Seats Available	

PHLEBOTOMY

**PHLEB191 - PHLEBOTOMY TECHNICIAN PRACTICUM - 3.0 credits**

Students will collect blood specimens from an on-campus clinical setting or off-campus healthcare facility using various techniques such as, ETS, butterfly, syringe or capillary methods. Students will practice live-draws on a variety of patients. PREREQUISITE(S): Completion of PHLEB 101, PHLEB 102, and PHLEB 103 (or CastleBranch accepted CPR & First Aid) with a 2.0 or higher, and permission from the instructor, with no longer than one quarter between completion of PHLEB 101 and PHLEB 102.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	08:00A-04:30P	OFFSITE	Mar 4 - Mar 24	FACE-TO-FACE	TERRELL A	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$85.00 Per Course -CLIN PLCMT FEE 1-4 CR	Open 3 Enrolled / 13 Seats Available	

POLITICAL SCIENCE



GENERAL SCIENCE

**POLS&202 - AMERICAN GOVERNMENT - 5.0 credits**

This course explores the structure and dynamics of American national government. The course provides a broad-based introduction to the ideas and institutions that have shaped politics in the contemporary United States. Special areas of focus will include: the Constitution and the debates of the founding era, the institutions of modern American government, and the political behavior of the American mass public. The course will draw inspirationally on documents from America's Revolutionary and Civil War periods as well as on key historical and contemporary Supreme Court opinions, Congressional laws, and Presidential policy papers. This course will also analyze how the dynamics of regional and global forces have impacted on domestic politics and American government, informing the shaping of its attitudes and policies to the rest of the world. General education distribution area: Social Science.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
G154	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	FOLDEN-SHORT	\$12.00 Per Course -ONLINE EARNING FEE	Open 12 Enrolled / 13 Seats Available	
N486	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	FOLDEN-SHORT	\$12.00 Per Course -ONLINE EARNING FEE	Open 23 Enrolled / 2 Seats Available	OER (no textbook to purchase)

PROFESSIONAL BAKING

**BAK 101 - OVENS I - 3.0 credits**

It is essential for the baker to understand the 12 steps in the baking process. Students participate in proofing and baking a variety of products using this process. Discussion and practical exploration on the cause and effects of proper baking methodologies, temperature and times will be reviewed. This station covers safety procedures associated with operating a bakery proofbox and ovens.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	06:00A-12:30P	I109	Jan 5 - Mar 25	FACE-TO-FACE	HOLLAND R	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 10 Enrolled / 2 Seats Available	

PROFESSIONAL BAKING

**BAK 102 - OVENS II - 3.0 credits**

In this advanced oven station the student has the opportunity to show progressive skill and understanding of the chemical and physical changes that occur to products in the baking process. The student is responsible for the management of the ovens, ensuring that there is space at the right temperature for the day's production.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	06:00A-12:30P	I109	Jan 5 - Mar 25	FACE-TO-FACE	HOLLAND R	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 10 Enrolled / 2 Seats Available	

PROFESSIONAL BAKING

**BAK 103 - DOUGHNUTS - 3.0 credits**

Students develop skills needed to produce a variety of doughnuts: yeast-raised, soft dough, crullers and cake doughnuts. Fillings, glazes and toppings are produced and a variety of finishing techniques are used. Organization, timing, speed, safety and cleanliness are important factors on this station. Fryer safety and a cost analysis of doughnut production is a necessary component of this station.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	06:00A-12:30P	I109	Jan 5 - Mar 25	FACE-TO-FACE	HOLLAND R	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 11 Enrolled / 1 Seats Available	

PROFESSIONAL BAKING

**BAK 104 - SCALING - 3.0 credits**

Students have the opportunity to learn the baker's balance beam scale, dry measurements, and liquid measurements. Students are introduced to US and metric systems of measurement. Students begin to scale and learn the importance of mise en place which requires a great deal of care and accuracy. Students gain skills needed for simple mixing methods for yeast dough, various batters from mixes and the creaming method for muffin and quick breads.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	06:00A-12:30P	I109	Jan 5 - Mar 25	FACE-TO-FACE	HOLLAND R	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 11 Enrolled / 1 Seats Available	

PROFESSIONAL BAKING

**BAK 105 - MIXING I - 3.0 credits**

Many professional bakers consider mixing to be the most important step in the baking process. Although not overly complicated, it does require a great deal of care and accuracy. Mixing dough involves four distinct stages: scaling, ingredient incorporation, dough development and checking temperature after mixing.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	06:00A-12:30P	I109	Jan 5 - Mar 25	FACE-TO-FACE	HOLLAND R	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 11 Enrolled / 1 Seats Available	

PROFESSIONAL BAKING

**BAK 106 - MIXING II - 3.0 credits**

In this advanced mixing station students continue to utilize all forms of measurement. Students have the opportunity to plan and manage daily production based on retail needs and special orders; they prioritize their schedules to allow all stations involved enough time to complete their tasks.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	06:00A-12:30P	I109	Jan 5 - Mar 25	FACE-TO-FACE	HOLLAND R	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 11 Enrolled / 1 Seats Available	

PROFESSIONAL BAKING

**BAK 107 - COOKIES - 3.0 credits**

In this introductory station students prepare a variety of cookies. The student will learn the role of each ingredient, detail different mixing methods, and describe the 8

In this introductory station students prepare a variety of cookies. The student will learn the role of each ingredient, learn different mixing methods, and describe the classifications of cookie types. Knowledge of these basic foundations of cookie making allows the student to produce consistent results, troubleshoot formulas and process and create new formulas.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	06:00A-12:30P	I109	Jan 5 - Mar 25	FACE-TO-FACE	HOLLAND R	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 10 Enrolled / 2 Seats Available	

## PROFESSIONAL BAKING

### BAK 108 - PIES & TARTS - 3.0 credits

Students have the opportunity to prepare and work with a variety of pie and short dough. Fruit, cream and chiffon filling preparations will be made. Students make up and produce a wide range and variety of traditional and contemporary tarts and individual tartlets with appropriate finishes and garnishes. Students will have the opportunity to showcase natural and vibrant flavors of fruits and nuts as well as the sweetness and texture of cheeses and dairy products used to make creams and custards.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	06:00A-12:30P	I109	Jan 5 - Mar 25	FACE-TO-FACE	HOLLAND R	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Full	

## PROFESSIONAL BAKING

### BAK 109 - PASTRIES - 3.0 credits

Students have the opportunity to work with puff pastry, pate a choux and various short doughs. Pastry cream, Bavarian, mousses, curds, ganaches and whipped cream fillings are made to produce a variety of individual pastries that include: eclairs, napoleons, towers, meringue and macaroon pastries. The cutting, filling and final finishing are all important skills covered toward the final presentation of the product. Students continue to develop and use new vocabulary in regard to the industry and demonstrate knowledge about the different ingredients in a retail bakery. This station covers safety procedures associated with operating bakery operating bakery equipment as well as the practice of proper sanitation and food handling techniques in accordance with the King County standards.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	06:00A-12:30P	I109	Jan 5 - Mar 25	FACE-TO-FACE	HOLLAND R	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Full	

## PROFESSIONAL BAKING

### BAK 110 - YEAST DOUGHS I - 3.0 credits

Students have the opportunity to prepare yeast-raised dough for daily production. The 10 steps of the yeast dough process are followed as well as proper mixing methods for yeast dough. The student has the opportunity to learn the importance of organized bench work and the effects it has on the finished product. The relationship of time and temperature as it relates to fermentation, bench handling, retardation, and proofing. Various forming and make-up and finishing techniques applied to yeast raised dough.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	06:00A-12:30P	I109	Jan 5 - Mar 25	FACE-TO-FACE	HOLLAND R	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Full	

## PROFESSIONAL BAKING

### BAK 111 - YEAST DOUGHS II - 3.0 credits

Students have the opportunity to prepare yeast-raised dough, for croissants, Danish pastries and various loaves. Students practice bench work, the make-up of advanced breads and the shaping of rolls. Learning to shape, twist, cut and fill the dough pieces properly are important parts of the art and craft of fine baking. Good housekeeping and organization are important to be able to produce good laminated dough and to roll or mechanically sheet the different doughs to a specific thickness and prepare a variety of saleable pastries.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	06:00A-12:30P	I109	Jan 5 - Mar 25	FACE-TO-FACE	HOLLAND R	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Full	

## PROFESSIONAL BAKING

### BAK 112 - PUFF PASTRIES - 3.0 credits

Students have the opportunity to work with puff pastry and other laminated doughs, developing the fine motor skills associated with their preparation from the initial enrobing to the finished baton. Laminated doughs require the advanced knowledge gained from the previous yeast dough station. Learning to work with this classic dough, the student has the opportunity to produce classic and contemporary pastries that play an integral part of fine baking. Good housekeeping and organization are important to be able to produce good laminated doughs, to roll or mechanically sheet these different doughs to a specific thickness, and to prepare a variety of saleable pastries. Students continue to develop and use new vocabulary in regard to the industry and demonstrate knowledge about the different ingredients used in a retail bakery. This station covers safety procedures associated with operating bakery equipment as well as the practice of proper sanitation and food handling techniques in accordance with King County standards.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	06:00A-12:30P	I109	Jan 5 - Mar 25	FACE-TO-FACE	HOLLAND R	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 8 Enrolled / 4 Seats Available	

## PROFESSIONAL BAKING

### BAK 113 - CAKES I - 3.0 credits

Students have the opportunity to learn how to split, fill and ice cakes in preparation for decorating, top icing techniques for cakes and cupcakes for retail. Students work with a variety of butter creams and decorating mediums and begin to practice the basics piping techniques. Being prepared with proper mise en place and having a solid understanding of all cake components and equipment functions are required for success in cake assembly.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	06:00A-12:30P	I109	Jan 5 - Mar 25	FACE-TO-FACE	HOLLAND R	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 8 Enrolled / 4 Seats Available	

## PROFESSIONAL BAKING

### BAK 114 - CAKES II - 3.0 credits



**BAK 114 - CAKES II - 3.0 credits**

Students have the opportunity to learn more decorating techniques that include writing and figure piping. Demonstrations and hands-on practice include finishing of single layer cakes, advanced cupcakes, poured cakes and simple decorations on special order cakes for the RTC retail bakery. Students express their artistry, imagination and an eye for color combinations to produce a variety of flowers and writing techniques. Many different mediums are used including: rolled fondant, marzipan, and chocolate work. Experience and learning from others are extremely valuable in learning the subtle techniques that can make the difference between a good cake and a great cake.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	06:00A-12:30P	I109	Jan 5 - Mar 25	FACE-TO-FACE	HOLLAND R	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 8 Enrolled / 4 Seats Available	

**PROFESSIONAL BAKING****BAK 115 - ARTISAN BREAD I - 3.0 credits**

Students will have the prospect of learning the artisan bread industry basics. The art and science of traditional artisan baking will be demonstrated and reviewed. The opportunity to prepare a variety of hand-made breads using the time-honored production methods will be offered. Students will be exposed to breads such as ciabatta, focaccia, pizza dough and baguettes. This station covers safety procedures associated with operating bakery equipment, as well as the practice of proper sanitation and food handling techniques in accordance with King County Public Health Department standards.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	06:00A-12:30P	I109	Jan 5 - Mar 25	FACE-TO-FACE	HOLLAND R	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 11 Enrolled / 1 Seats Available	

**PROFESSIONAL BAKING****BAK 116 - ARTISAN BREAD II - 3.0 credits**

Students will have the opportunity to build on their skills in preparing traditional artisan breads. The making of a sourdough culture, flat breads, and decorative bread shaping will be reviewed. The students will have the opportunity to produce a variety of preferments and naturally leavened dough will also be used to produce crusty artisan loaves.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	06:00A-12:30P	I109	Jan 5 - Mar 25	FACE-TO-FACE	HOLLAND R	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 11 Enrolled / 1 Seats Available	

**PROFESSIONAL BAKING****BAK 117 - BAKERY OPERATIONS I - 3.0 credits**

Through the RTC retail bakery venue, the students have the opportunity to learn the importance of skills associated with a successful retail establishment. They practice customer service and product management skills that include appropriate positioning, placement, seasonal and tie in displays. Students have the opportunity to learn opening and closing duties associated with daily service and related storeroom duties. This station covers safety procedures associated with operating bakery equipment as well as the practice of proper sanitation and food handling techniques in accordance with King County Public Health Department standards.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	06:00A-12:30P	I109	Jan 5 - Mar 25	FACE-TO-FACE	HOLLAND R	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 11 Enrolled / 1 Seats Available	

**PROFESSIONAL BAKING****BAK 118 - BAKERY OPERATIONS II - 3.0 credits**

This course provides an opportunity to become student leaders in the bakery industry. Concentrating on the multi-tasking associated with running a bakery the student has the opportunity to gain knowledge in the development of production lists, delegating assigned tasks, time management associated with production, and is able to fill-in at stations as needed throughout the day. The student gains experience working with vendors and stations to ensure a smooth running facility. Students continue to develop and use new vocabulary in regard to the industry and demonstrate knowledge about the different ingredients used in a retail bakery. This station covers safety procedures associated with operating bakery equipment as well as the practice of proper sanitation and food handling techniques in accordance with King County Public Health Department standards.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	06:00A-12:30P	I109	Jan 5 - Mar 25	FACE-TO-FACE	HOLLAND R	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 11 Enrolled / 1 Seats Available	

**PROFESSIONAL BAKING****BAK 119 - CAKES III - 3.0 credits**

The accumulation of skills in previous stations prepares the student for advanced specialty and wedding cakes. Students express their artistry, imagination and an eye for color combinations to produce a variety of flowers, writing techniques, figure piping, airbrushing and drawings. Many different mediums are used including: rolled fondant, marzipan, and tempered chocolate. Students continue to develop and use new vocabulary in regard to the industry and demonstrate knowledge about the different ingredients used in a retail bakery. This station covers safety procedures associated with operating bakery equipment as well as the practice of proper sanitation and food handling techniques in accordance with the King County standards.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	06:00A-12:30P	I109	Jan 5 - Mar 25	FACE-TO-FACE	HOLLAND R	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 8 Enrolled / 4 Seats Available	

**PROFESSIONAL BAKING****BAK 120 - FRENCH PASTRIES - 3.0 credits**

Students have the opportunity to use a variety of techniques and methodologies learned in previous stations to produce classic and contemporary French pastries, petit fours and simple truffles. Students' attention to detail creates these fanciful individual pastries. Students continue to develop and use new vocabulary in regard to the industry and demonstrate knowledge about the different ingredients used in a retail bakery. This station covers safety procedures associated with operating bakery equipment as well as the practice of proper sanitation and food handling techniques in accordance with the King County standards.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	06:00A-12:30P	I109	Jan 5 - Mar 25	FACE-TO-FACE	HOLLAND R	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Full	

PROPERTY MAINTENANCE

**PROP 104 - BASIC PLUMBING REPAIRS - 3.0 credits**

Repair toilets, sinks, faucets, hot water heaters and drains, and use tools and materials safely including soldering.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	TTh	06:00P-08:00P	A23	Jan 5 - Mar 25	HYBRID	FULLWOOD V	\$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 8 Enrolled / 7 Seats Available	

PROPERTY MAINTENANCE

**PROP 112 - BASIC ELECTRICAL REPAIRS - 6.0 credits**

Learn electrical repair with an emphasis on apartment units. Read and interpret basic electrical meters and use tools and materials safely.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MW	06:00P-09:00P	A23	Jan 5 - Mar 25	HYBRID	FULLWOOD V	\$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 9 Enrolled / 6 Seats Available	

PSYCHOLOGY

**PSYC&100 - GENERAL PSYCHOLOGY - 5.0 credits**

General Psychology surveys the knowledge and methods of the discipline of psychology. Emphasis is placed upon application of psychological knowledge to daily situations, and upon accessing and assessing information from a variety of sources about behavior. Skills in scientific reasoning and critical thinking are developed during this course. Areas of psychology to be included are: research methods, neuroscience, human development, sensation, perception, consciousness, learning, memory, cognitive processes, intelligence, motivation, emotion, personality, psychological disorders, psychotherapy, stress and health, and social psychology. Basic computer and keyboarding skills strongly recommended. General education distribution area: Social Science.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
G118	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	CROSS A	\$12.00 Per Course - ONLINE EARNING FEE	Open 23 Enrolled / 2 Seats Available ; Waitlist / 5 Students on Waitlist	Low-Cost Textbook (\$50 or less)
N474	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	HOUGHTON J	\$12.00 Per Course - ONLINE EARNING FEE	Open 20 Enrolled / 5 Seats Available ; Waitlist / 1 Students on Waitlist	Low-Cost Textbook (\$50 or less)
N422	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	BERKSHIRE L	\$12.00 Per Course - ONLINE EARNING FEE	Open 24 Enrolled / 1 Seats Available ; Waitlist / 3 Students on Waitlist	Low-Cost Textbook (\$50 or less)

PSYCHOLOGY

**PSYC&200 - LIFESPAN PSYCHOLOGY - 5.0 credits**

This course covers the concepts of human life span development in psychology and research from the prenatal stage to end of life experiences. Life span development includes socio-emotional, cognitive, and physiological development. Included are the influences on human development by such factors as biology, life experiences, family, and culture. Each individual, although unique follows a process that is affected by primary caregivers, siblings, extended family, teachers, friends, partners, and events. Emphasis is on understanding human development and the influences of family and culture that includes ethnicity, beliefs, family structure, traditions, and gender. General education distribution area: Social Science.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
G178	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	CUMMINGS A	\$12.00 Per Course - ONLINE EARNING FEE	Open 23 Enrolled / 2 Seats Available ; Waitlist / 1 Students on Waitlist	Low-Cost Textbook (\$50 or less)
N413	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	BERKSHIRE L	\$12.00 Per Course - ONLINE EARNING FEE	Open 24 Enrolled / 1 Seats Available ; Waitlist / 4 Students on Waitlist	Low-Cost Textbook (\$50 or less)

REGISTERED NURSE

**NURS 117 - ALTERATIONS IN HEALTH CARE NEEDS - 5.0 credits**

This course prepares students to provide safe and culturally competent nursing care by focusing on pathophysiologic changes indicating alterations in healthcare needs with an emphasis on the concepts affecting homeostasis, oxygen, and protection.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	T	08:00A-02:30P	ONLINE	Jan 5 - Mar 23	ONLINE	LEE B	\$12.00 Per Course -ONLINE EARNING FEE	Open 22 Enrolled / 10 Seats Available	

REGISTERED NURSE

**NURS 118 - ALTERATIONS IN HEALTH CARE NEEDS LABORATORY - 3.0 credits**

Students demonstrate and apply principles of clinical reasoning by incorporating knowledge of learned concepts in the lab setting related to safe, patient-centered caring interventions of intermediate-level nursing skills.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	M	08:00A-02:30P	H101	Jan 11 - Mar 25	FACE-TO-FACE	RHODES S MURRAY A	\$30.00 Per Credit -SUPPLY FEE NURSING ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 0 Enrolled / 32 Seats Available	
	M	08:00A-02:30P	H101	Jan 11 - Mar 25	FACE-TO-FACE	RHODES S WOLDEMARIAM	\$30.00 Per Credit -SUPPLY FEE NURSING ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 0 Enrolled / 32 Seats Available	
	M	08:00A-02:30P	H101	Jan 11 - Mar 25	FACE-TO-FACE	RHODES S LEE B	\$30.00 Per Credit -SUPPLY FEE NURSING ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 22 Enrolled / 10 Seats Available	

REGISTERED NURSE

**NURS 108 - ALTERATIONS IN HEALTH CARE NEEDS CLINICAL - 4.0 credits**



**NURS 120 - ALTERATIONS IN HEALTH CARE NEEDS CLINICAL - 4.0 credits**

Students expand clinical skills of caring interventions in the provision of patient-centered, culturally competent nursing care. There is a focus on clinical reasoning, professional communication, informatics, and safety.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	W	06:45A-07:30P	CLINICAL	Jan 20 - Mar 10	FACE-TO-FACE	MURRAY A	\$30.00 Per Credit -SUPPLY FEE NURSING ; \$85.00 Per Course -CLIN PLCMT FEE 1-4 CR	Open 4 Enrolled / 28 Seats Available	
	W	05:45A-06:30P	CLINICAL	Jan 20 - Mar 10	FACE-TO-FACE	SHI J	\$30.00 Per Credit -SUPPLY FEE NURSING ; \$85.00 Per Course -CLIN PLCMT FEE 1-4 CR	Open 7 Enrolled / 25 Seats Available	
	Th	06:45A-07:30P	CLINICAL	Jan 21 - Mar 11	FACE-TO-FACE	LEE B	\$30.00 Per Credit -SUPPLY FEE NURSING ; \$85.00 Per Course -CLIN PLCMT FEE 1-4 CR	Open 3 Enrolled / 29 Seats Available	
	Th	05:45A-06:30P	CLINICAL	Jan 21 - Mar 11	FACE-TO-FACE	SHI J	\$30.00 Per Credit -SUPPLY FEE NURSING ; \$85.00 Per Course -CLIN PLCMT FEE 1-4 CR	Open 8 Enrolled / 24 Seats Available	

**REGISTERED NURSE**

**NURS 203 - MAJOR CHRONIC ALTERATIONS IN HEALTH CARE NEEDS - 5.0 credits**

This course examines the management of chronic alterations in health incorporating previously learned pathophysiologic changes with an emphasis on maintaining an optimal level of wellness including caring interventions, pharmacotherapy, collaboration, and teaching & learning.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	T	08:00A-02:30P	ONLINE	Jan 5 - Feb 23	ONLINE	MURRAY A	\$12.00 Per Course -ONLINE ELEARNING FEE ; \$360.00 Per Course -RN TESTING FEES	Open 19 Enrolled / 13 Seats Available	

**REGISTERED NURSE**

**NURS 207 - MAJOR CHRONIC ALTERATIONS IN HC NEEDS LABORATORY - 2.0 credits**

Students continue to incorporate caring interventions in the provision of competent, safe, client-centered care by focusing on advanced nursing skills. There is an emphasis on applying clinical reasoning skills, professional communication, teamwork, and clinical reasoning.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	W	08:00A-02:30P	H101	Jan 6 - Feb 24	FACE-TO-FACE	BURNHAM S RHODES S	\$30.00 Per Credit -SUPPLY FEE NURSING ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 0 Enrolled / 32 Seats Available	
	F	08:00A-02:30P	H101	Jan 8 - Feb 26	FACE-TO-FACE	RHODES S	\$30.00 Per Credit -SUPPLY FEE NURSING ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 0 Enrolled / 32 Seats Available	
	F	08:00A-02:30P	H101	Jan 8 - Feb 26	FACE-TO-FACE	RHODES S	\$30.00 Per Credit -SUPPLY FEE NURSING ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 20 Enrolled / 12 Seats Available	

**REGISTERED NURSE**

**NURS 294 - MAJOR CHRONIC ALTERATIONS CLINICAL - 5.0 credits**

Students apply learned concepts using proactive clinical reasoning in the provision of legal, ethical, culturally competent, safe, client-centered nursing care using effective professional communication. There is an emphasis on best practice and quality improvement in the clinical area.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	Th	05:45A-06:30P	CLINICAL	Jan 14 - Mar 18	FACE-TO-FACE	BAYNA O	\$30.00 Per Credit -SUPPLY FEE NURSING ; \$110.00 Per Course -CLINICAL PLCMT FEE	Open 7 Enrolled / 25 Seats Available	
	F	05:45A-06:30P	CLINICAL	Jan 15 - Mar 19	FACE-TO-FACE	BAYNA O	\$30.00 Per Credit -SUPPLY FEE NURSING ; \$110.00 Per Course -CLINICAL PLCMT FEE	Open 7 Enrolled / 25 Seats Available	
	F	06:45A-07:30P	CLINICAL	Jan 15 - Mar 19	FACE-TO-FACE	WILLER J	\$30.00 Per Credit -SUPPLY FEE NURSING ; \$110.00 Per Course -CLINICAL PLCMT FEE	Open 6 Enrolled / 26 Seats Available	

**SOCIOLOGY**

**SOC& 101 - INTRODUCTION TO SOCIOLOGY - 5.0 credits**

Sociology is the study of human interaction. Students study modern society and the influences of culture, socialization, inequality and power. Topics include gender, class, race and ethnicity, conflict, and marriage and the family. General education distribution area: Social Science.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
N448	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	MILLER B.	\$12.00 Per Course - ONLINE ELEARNING FEE	Open 27 Enrolled / 1 Seats Available ; Waitlist / 5 Students on Waitlist	Low-Cost Textbook (\$50 or less)

**SPANISH**

**SPAN&121 - SPANISH I - 5.0 credits**

This is the first course of a series of classes that teaches the fundamentals of Spanish as a second language. While the course focuses on speaking and verbal comprehension, reading, writing and hispanic culture are also integral to the class. General education distribution area: Humanities.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
N772	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	APPLEGARTH H	\$12.00 Per Course -ONLINE ELEARNING FEE	Full	Low-Cost Textbook (\$50 or less)

**SPANISH**

**SPAN&122 - SPANISH II - 5.0 credits**

This is the second course of a series of classes that teaches the fundamentals of Spanish as a second language. While the course focuses on speaking and verbal comprehension, reading, writing and hispanic culture are also integral to the class. General education distribution area: Humanities. PREREQUISITE(S): Completion of SPAN& 121 with a 2.0 or higher, or placement by assessment.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
N771	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	APPLEGARTH H	\$12.00 Per Course -ONLINE ELEARNING FEE	Full	Low-Cost Textbook (\$50 or less)

## SURGICAL TECH

### SURG 107 - SURGICAL PROCEDURES II - 13.0 credits

The student will gain practical knowledge of surgical specialties, indications/diagnoses, relevant anatomy, terminology, patient preparation and possible complications. The student will also be introduced to relevant equipment, instrumentation, supplies and how to properly set up for procedures.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	M	09:00A-12:00P	B208	Jan 5 - Mar 25	HYBRID	GRAHAM M	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 16 Enrolled / 4 Seats Available	

## SURGICAL TECH

### SURG 115 - SKILLS LABORATORY II - 5.0 credits

Students participate in all basic activities involved in the use of the lab including case preparation, scrubbing, gowning and gloving, preparation of the sterile field, basic instrumentation, sharps safety and procedural processes involved in scrubbing advanced surgical specialties.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	WTh	08:00A-02:30P	B207	Jan 5 - Mar 25	FACE-TO-FACE	GRAHAM M ARCE A	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 16 Enrolled / 4 Seats Available	

## SURGICAL TECH

### SURG 130 - MEDICAL TERMINOLOGY - 3.0 credits

This course offers an opportunity to learn and apply basic and advanced medical terminology with particular relevance to the operating room. The course introduces the learner to the structure of medical language, word building skills and deconstructive analysis of medical terms. The course describes the body systems including relevant procedure tests and diagnostic terms in medical language. Students are asked to develop rationale and to use medical terminology routinely in the classroom. The course reinforces commonly used acronyms and abbreviations that will be part of the daily language within their profession.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	SERBA A	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 9 Enrolled / 11 Seats Available	

## SURGICAL TECH

### SURG 131 - MICROBIOLOGY - 3.0 credits

In this course the learner will correlate the impact of microbiology in relationship to the practice of sterile technique and infection control in the operative setting in regards to decontamination, sterilization and disinfection. The learner will identify the name and function of various parts of the compound microscope. The learner will also compare and contrast the structure and characteristics of different microorganisms. The student will analyze the various immune responses that occur in the body as defenses and relate the infectious process to surgical practice.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	SERBA A	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 12 Enrolled / 8 Seats Available	

## SURVEYING

### SUR 102 - TOPOGRAPHIC SURVEYING - 4.0 credits

A continuation of SUR 101, this course is an introduction to the concepts of gathering and compiling topographic survey data, and their presentation using GIS, CAD, and paper.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	M	08:00A-01:30P	J205	Jan 5 - Mar 25	HYBRID	PAQUETTE M	\$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 19 Enrolled / 5 Seats Available	Low-Cost Textbook (\$50 or less)

## SURVEYING

### SUR 145 - PUBLIC LAND SYSTEM I - 3.0 credits

This course covers the historical methods and framework of the American systems of land division, with an emphasis on the Public Land System.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	PAQUETTE M	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 20 Enrolled / 4 Seats Available	Low-Cost Textbook (\$50 or less)

## SURVEYING

### SUR 150 - CAD FOR SURVEYING I - 4.0 credits

This course introduces students to the AutoCAD software for the drawing and editing of figures, text, blocks, paperspace, and plotting. It also introduces Autodesk Civil 3D for the preparation of simple surveying drawings and data collector interface.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	PAQUETTE M	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 21 Enrolled / 3 Seats Available	Low-Cost Textbook (\$50 or less)

## SURVEYING

### SUR 175 - COMMUNICATIONS - 3.0 credits

Emphasis is on written forms in the Land Surveying profession. Students research and gather data and complete projects in resume writing, business letters and technical reports. Students gain proficiency in English usage as it pertains to professional communications and appropriate presentation of information and concepts.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	PAQUETTE M	\$12.00 Per Course -ONLINE ELEARNING FEE	Cancelled	OER (no textbook to purchase)



## SURVEYING

### SUR 235 - BOUNDARY LAW - 4.0 credits

This course is an overview of the legal aspects of surveying and the responsibilities of the surveyor. Topics include excesses and deficiencies, occupation vs. title, encroachments, records of survey, ALTA surveys, boundary law, water boundaries, monuments, streets and easements.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	RAY J	\$12.00 Per Course -ONLINE EARNING FEE	Open 15 Enrolled / 9 Seats Available	

## SURVEYING

### SUR 242 - LEGAL DESCRIPTIONS - 4.0 credits

This course covers the analysis, interpretation and writing of legal descriptions, proper form, controlling elements, metes and bounds, sectionalized land descriptions, special shapes, easements and rights-of-way.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	PAQUETTE M	\$12.00 Per Course -ONLINE EARNING FEE	Open 13 Enrolled / 11 Seats Available	

## SURVEYING

### SUR 247 - EMERGING TECHNOLOGIES - 3.0 credits

This course provides an overview of the toolkit of technologies used for the gathering and management of spatial information, whose open-ended list includes but is not limited to terrestrial and mobile scanning, machine-control, underground detection, aerial lidar, and satellite imaging, with special emphasis on modern photogrammetry.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	HAZELTON N	\$12.00 Per Course -ONLINE EARNING FEE	Open 14 Enrolled / 10 Seats Available	

## SURVEYING

### SUR 251 - ADVANCED COMPUTER APPLICATIONS - 5.0 credits

This course is a continuation of SUR 150 CAD for Surveying I, with further applications of Autodesk Civil 3D or other popular packages. Labs include productivity training and preparation of finished drawings, with an emphasis on survey documents, topographic reduction, and route layout.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	PHILLIPS S	\$12.00 Per Course -ONLINE EARNING FEE	Open 15 Enrolled / 9 Seats Available	

## VETERINARY ASSISTANT

### VET 104 - VETERINARY ASSISTING II - 5.0 credits

This course is a continuation of VET 100. Topics include continuing medical terminology and restraint techniques, laboratory procedures, including sample collection and analysis, parasitology, hematology, microbiology, disinfection and nutrition. Students work individually and in groups to develop skills associated with animal care and laboratory.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	TTh	05:00P-06:30P	B114	Jan 5 - Mar 25	HYBRID	ROEDE L ZYDEK P	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$100.00 Per Course -CLINICAL PLCMT FEE	Full	
	TTh	12:00P-01:30P	B114	Jan 5 - Mar 25	HYBRID	ROEDE L ZYDEK P	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$100.00 Per Course -CLINICAL PLCMT FEE	Open 6 Enrolled / 4 Seats Available	
	TTh	06:30P-08:00P	B114	Jan 5 - Mar 25	HYBRID	ROEDE L	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$100.00 Per Course -CLINICAL PLCMT FEE	Open 8 Enrolled / 2 Seats Available	
	TTh	01:30P-03:00P	B114	Jan 5 - Mar 25	HYBRID	ROEDE L	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$100.00 Per Course -CLINICAL PLCMT FEE	Open 9 Enrolled / 1 Seats Available	

## VETERINARY ASSISTANT

### VET 106 - VETERINARY PHARMACOLOGY AND MEDICAL DOSAGE - 3.0 credits

This course covers the necessary concepts involved in mathematics used in veterinary medicine. Topics include dosage calculations, metric conversion, percentages, ratios, medication classifications and prescriptions. Medical terminology and abbreviations as well as other related topics are covered. Students practice and prepare for the Veterinary Medical Clerk requirements.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	W	05:00P-06:30P	B114	Jan 5 - Mar 25	HYBRID	ROEDE L	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$100.00 Per Quarter - VET ASST BOARD EXAM	Full	
	W	12:00P-01:30P	B114	Jan 5 - Mar 25	HYBRID	ROEDE L	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$100.00 Per Quarter - VET ASST BOARD EXAM	Open 6 Enrolled / 4 Seats Available	
	W	06:30P-08:00P	B114	Jan 5 - Mar 25	HYBRID	ROEDE L	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$100.00 Per Quarter - VET ASST BOARD EXAM	Open 8 Enrolled / 2 Seats Available	
	W	01:30P-03:00P	B114	Jan 5 - Mar 25	HYBRID	ROEDE L	\$5.00 Per Credit -SUPPLY FEE \$5/CR ; \$100.00 Per Quarter - VET ASST BOARD EXAM	Open 9 Enrolled / 1 Seats Available	

## WELDING

### WELD 101 - THERMAL CUTTING - 3.0 credits

Learn to use personal protective equipment, understand welding processes and methods of application. Instruction in track burning includes both straight and beveled cuts on mild steel. Plasma arc cutting includes manual cutting of sheet and plate steel and other alloys. Air carbon arc cutting includes back gouging and weld removal.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
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	MW Sa	05:00P-09:30P 08:00A 02:30P	A1 A1	Jan 5 - Mar 25	FACE-TO-FACE	WOODBIDGE P	\$40.00 Per Credit -SUPPLY FEE-WELDING ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 16 Enrolled / 4 Seats Available	
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## WELDING

### WELD 102 - OXYACETYLENE WELDING AND BRAZING - 7.0 credits

Includes oxyacetylene welding in multiple positions on mild steel sheet metal and brazing in the flat position on mild steel plate and sheet; on the safe use of an oxyacetylene cutting torch, including straight, radius and circular cuts on steel and flushing on steel plate. Instruction in track burning includes both straight and beveled cuts on mild steel.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	MW Sa	05:00P-09:30P 08:00A 02:30P	A1 A1	Jan 5 - Mar 25	FACE-TO-FACE	WOODBIDGE P	\$40.00 Per Credit -SUPPLY FEE-WELDING ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Open 16 Enrolled / 4 Seats Available	

## WELDING

### WELD 105 - SHIELDED METAL ARC WELDING I - 7.0 credits

Students receive individualized instruction in shielded metal arc welding in multiple positions on mild steel plate with E6010 and E6011 electrodes. Learn to use personal protective equipment, understand welding processes and methods of application, and welding electricity and physics basics.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	07:00A-12:00P	A1	Jan 5 - Mar 25	FACE-TO-FACE	GEIST R	\$40.00 Per Credit -SUPPLY FEE-WELDING ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Full	
	DAILY	12:00P-05:00P	A1	Jan 5 - Mar 25	FACE-TO-FACE	STUART E	\$40.00 Per Credit -SUPPLY FEE-WELDING ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Full ; Waitlist / 1 Students on Waitlist	

## WELDING

### WELD 106 - SHIELDED METAL ARC WELDING II - 7.0 credits

Individualized instruction continues in shielded metal arc welding in multiple positions on mild steel plate with E7018 electrodes. Practice good safety habits; understand welding processes and methods of application, and welding electricity and physics basics.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	07:00A-12:00P	A1	Jan 5 - Mar 25	FACE-TO-FACE	GEIST R	\$40.00 Per Credit -SUPPLY FEE-WELDING ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Full	
	DAILY	12:00P-05:00P	A1	Jan 5 - Mar 25	FACE-TO-FACE	STUART E	\$40.00 Per Credit -SUPPLY FEE-WELDING ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Full ; Waitlist / 1 Students on Waitlist	

## WELDING

### WELD 110 - FLUX CORED ARC WELDING - 7.0 credits

This course includes individualized instruction in both gas shielded and self-shielded flux cored arc welding with E71T-1 and E71T-6 electrodes on mild plate in multiple positions. Learn to use personal protective equipment, understand welding processes and methods of application, and welding electricity and physics basics.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	07:00A-12:00P	A1	Jan 5 - Mar 25	FACE-TO-FACE	GEIST R	\$40.00 Per Credit -SUPPLY FEE-WELDING ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Full	
	DAILY	12:00P-05:00P	A1	Jan 5 - Mar 25	FACE-TO-FACE	STUART E	\$40.00 Per Credit -SUPPLY FEE-WELDING ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Full	

## WELDING

### WELD 111 - GAS METAL ARC WELDING - 7.0 credits

This course includes individualized instruction in the following types of gas metal arc welding: short circuited arc with E70S-3 on mild steel sheet in multiple positions, spray arc with E70S-3 electrodes on mild steel plate in multiple positions, and spray arc with aluminum 5356 electrodes in multiple positions. Use personal protective equipment; understand welding processes and methods of application, and welding electricity and physics basics.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	07:00A-12:00P	A1	Jan 5 - Mar 25	FACE-TO-FACE	GEIST R	\$40.00 Per Credit -SUPPLY FEE-WELDING ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Full	
	DAILY	12:00P-05:00P	A1	Jan 5 - Mar 25	FACE-TO-FACE	STUART E	\$40.00 Per Credit -SUPPLY FEE-WELDING ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Full	

## WELDING

### WELD 114 - GAS TUNGSTEN ARC WELDING I - 7.0 credits

Receive individualized instruction in gas tungsten arc welding on mild steel plate and sheet with ER70S-X rod in multiple positions; on stainless steel in multiple positions using 308, 309 and 316 filler rod; and on aluminum sheet in multiple positions using 4043 and 5356 filler rod. Use personal protective equipment; understand welding processes and methods of application, and welding electricity and physics basics.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	07:00A-12:00P	A1	Jan 5 - Mar 25	FACE-TO-FACE	GEIST R	\$40.00 Per Credit -SUPPLY FEE-WELDING ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Full	
	DAILY	12:00P-05:00P	A1	Jan 5 - Mar 25	FACE-TO-FACE	STUART E	\$40.00 Per Credit -SUPPLY FEE-WELDING ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Full	

## WELDING

### WELD 115 - GAS TUNGSTEN ARC WELDING II - 6.0 credits

Continue individualized instruction in gas tungsten arc welding on mild steel plate and sheet with ER70S-X rod in multiple positions; on stainless steel in multiple positions using 308, 309 and 316 filler rod; and on aluminum sheet in multiple positions using 4043 and 5356 filler rod. Use personal protective equipment; understand welding



processes and methods of application, and welding electricity and physics basics.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	07:00A-12:00P	A1	Jan 5 - Mar 25	FACE-TO-FACE	GEIST R	\$40.00 Per Credit -SUPPLY FEE-WELDING ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Full	
	DAILY	12:00P-05:00P	A1	Jan 5 - Mar 25	FACE-TO-FACE	STUART E	\$40.00 Per Credit -SUPPLY FEE-WELDING ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Full	

## WELDING

### WELD 120 - MIG ALUMINUM - 5.0 credits

This course includes individualized instruction in the following types of gas metal arc welding: spray arc with aluminum 5356 electrodes in multiple positions, and pulse spray arc with aluminum. Use personal protective equipment; understand welding processes and methods of application, and welding electricity and physics basics.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	07:00A-12:00P	A1	Jan 5 - Mar 25	FACE-TO-FACE	GEIST R	\$40.00 Per Credit -SUPPLY FEE-WELDING ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Full	
	DAILY	12:00P-05:00P	A1	Jan 5 - Mar 25	FACE-TO-FACE	STUART E	\$40.00 Per Credit -SUPPLY FEE-WELDING ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Full	

## WELDING

### WELD 130 - BLUEPRINT READING - 3.0 credits

This course prepares students to read shop drawings and blueprints. The course covers lines, views, notes, specifications, dimensions, bills of materials, structural shapes, structural prints, detail prints, assembly prints, general symbols, welding symbols, pipe layouts, pipe symbols, and weld testing symbols.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	GEIST R	\$40.00 Per Credit -SUPPLY FEE-WELDING ; \$12.00 Per Course -ONLINE ELEARNING FEE	Open 23 Enrolled / 2 Seats Available	

## WELDING

### WELD 135 - WELDING PROCESSES AND APPLICATION - 3.0 credits

Learn process theory and equipment needs for the non-consumable electrode welding processes and the consumable electrode processes: electrodes, filler metals, gases, power sources and related equipment.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	STUART E ALI J	\$40.00 Per Credit -SUPPLY FEE-WELDING ; \$12.00 Per Course -ONLINE ELEARNING FEE	Open 20 Enrolled / 5 Seats Available	

## WELDING

### WELD 138 - CERTIFICATION SMAW - 7.0 credits

This course provides practice time for the SMAW process. The goal is to fine-tune welding skills in order to gain welding certifications. PREREQUISITE(S): Instructor permission.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	07:00A-12:00P	A1	Jan 5 - Mar 25	FACE-TO-FACE	GEIST R	\$40.00 Per Credit -SUPPLY FEE-WELDING ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Permission Code Needed	
	DAILY	12:00P-05:00P	A1	Jan 5 - Mar 25	FACE-TO-FACE	STUART E	\$40.00 Per Credit -SUPPLY FEE-WELDING ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Permission Code Needed	

## WELDING

### WELD 140 - CERTIFICATION GMAW/FCAW - 6.0 credits

This course provides practice time for the GMAW and FCAW processes. The goal is to fine-tune welding skills in order to gain welding certifications. PREREQUISITE(S): Instructor permission.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	07:00A-12:00P	A1	Jan 5 - Mar 25	FACE-TO-FACE	GEIST R	\$40.00 Per Credit -SUPPLY FEE-WELDING ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Permission Code Needed	
	DAILY	12:00P-05:00P	A1	Jan 5 - Mar 25	FACE-TO-FACE	STUART E	\$40.00 Per Credit -SUPPLY FEE-WELDING ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Permission Code Needed	

## WELDING

### WELD 142 - PIPE WELDING I - 6.0 credits

This advanced course is an option within the day time Welding program. The course includes SMAW and/or GTAW to weld various diameters of pipe to WABO standards. WABO testing is optional. PREREQUISITE(S): Instructor permission.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	07:00A-12:00P	A1	Jan 5 - Mar 25	FACE-TO-FACE	GEIST R	\$40.00 Per Credit -SUPPLY FEE-WELDING ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Full	
	DAILY	12:00P-05:00P	A1	Jan 5 - Mar 25	FACE-TO-FACE	STUART E	\$40.00 Per Credit -SUPPLY FEE-WELDING ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Full	

## WELDING

### WELD 143 - PIPE WELDING II - 6.0 credits

This advanced course is an option within the day time Welding program. The course includes SMAW and/or GTAW to weld various diameters of pipe to WABO standards. WABO testing is optional. PREREQUISITE(S): Completion of WELD 142 with a 3.0 or higher, and instructor permission.

WABO testing is optional. PREREQUISITE(s): Completion of WELD 142 with a 2.0 or higher, and instructor permission.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	DAILY	07:00A-12:00P	A1	Jan 5 - Mar 25	FACE-TO-FACE	GEIST R	\$40.00 Per Credit -SUPPLY FEE-WELDING ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Permission Code Needed	
	DAILY	12:00P-05:00P	A1	Jan 5 - Mar 25	FACE-TO-FACE	STUART E	\$40.00 Per Credit -SUPPLY FEE-WELDING ; \$15.00 Per Course -WEB ENH/HYB ELEARN FEE	Permission Code Needed	

#### WELDING-SUPPL

##### WELDS180 - INTRODUCTION TO WELDING - 4.0 credits

Students receive individualized instruction to learn basic welding processes, oxy-fuel safety and cutting, plasma cutting, base metal preparation, equipment and setup, and weld quality. Students will have the opportunity to weld with one or more processes including gas welding, stick and MIG. This course is designed for hobbyists as well as individuals interested in career exploration or advancements. If you have a welding machine in your garage, this course will teach you to use it! This course may be repeated.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
K650	TTh	05:30P-09:30P	A1	Jan 5 - Mar 18	FACE-TO-FACE	STUART E	\$495.00 Per Course -STU FUND-T&I	Open 16 Enrolled / 6 Seats Available	

#### WELDING-SUPPL

##### WELDS182 - INTERMEDIATE WELDING - 4.0 credits

The student will learn welding vocabulary, welding theory, safe handling practices and set-up of all related welding equipment with individualized instruction. Students will weld using one or more welding processes used in industries such as manufacturing, structural, automotive, and artistic sculpture work. Welding processes include sticf, MIG, Flux Core, TIG and Oxy-fuel welding. An introduction to torch and plasma cutting is included. Preparation for WABO certification is an option. This course may be repeated.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
K652	TTh	05:30P-09:30P	A1	Jan 5 - Mar 18	FACE-TO-FACE	STUART E	\$495.00 Per Course -STU FUND-T&I	Open 16 Enrolled / 6 Seats Available	

#### WELDING-SUPPL

##### WELDS184 - ADVANCED WELDING I - 4.0 credits

This course is designed for an experienced welder to continue building their skill set with individualized instruction. This course focuses on all position welding and weld quality and appearance. Students will learn common welding tests and techniques. WABO certification is available in all welding processes. This course may be repeated.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
K654	TTh	05:30P-09:30P	A1	Jan 5 - Mar 18	FACE-TO-FACE	STUART E	\$495.00 Per Course -STU FUND-T&I	Open 16 Enrolled / 6 Seats Available	

#### WELDING-SUPPL

##### WELDS186 - ADVANCED WELDING II - 4.0 credits

This course is designed for an experienced welder to improve skills with individualized instruction. Options in this course include pipe welding and certifications as well as stainless steel and aluminum in any process and all positions. WABO certification is available in all welding processes. This course may be repeated.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
K656	TTh	05:30P-09:30P	A1	Jan 5 - Mar 18	FACE-TO-FACE	STUART E	\$495.00 Per Course -STU FUND-T&I	Open 16 Enrolled / 6 Seats Available	

#### WORKFORCE & TRADES

##### WTD 109 - SAFETY, TOOL AND EQUIPMENT CERTIFICATION - 3.0 credits

Participants receive state approved training in the safe operation of a traffic control (flagging) and powder-actuated tools. Students can receive certification in each of these areas. Students earn the Industrial First Aid/CPR & AED certification, which includes general principles of first aid, medical emergencies, injury emergencies, environmental emergencies, blood borne pathogens and safety precautions. This course includes OSHA 10 certifications. Upon completion of written exam and skills evaluation, an AHA card is issued. The Industrial First Aid/CPR & AED certification is approved by OSHA and WISHA (Labor and Industries).

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	MULLINS-SUSS	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$12.00 Per Course -ONLINE ELEARNING FEE	Open 6 Enrolled / 34 Seats Available	
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	MULLINS-SUSS	\$10.00 Per Credit -SUPPLY FEE \$10/CR ; \$12.00 Per Course -ONLINE ELEARNING FEE	Open 8 Enrolled / 7 Seats Available	

#### WORKFORCE & TRADES

##### WTD 168 - TRADES MATH I - 4.0 credits

This course is taught with a vocational emphasis to develop and deepen students' conceptual understanding of mathematics by their chosen pathway as well as develop proficiency in problem-solving with whole numbers, fractions, decimals, and percentages. Students are introduced to Ohm's Law and basic electrical math principles. Students study ratio and proportion, geometry, and basic algebra as applied to the construction trades.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	MULLINS-SUSS	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 22 Enrolled / 18 Seats Available	
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	MULLINS-SUSS	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 22 Enrolled / 18 Seats Available	

#### WORKFORCE & TRADES

##### WTD 175 - COMMUNICATION FOR TRADES - 1.0 credits

Introduction to the communication skills needed in the construction, maintenance, and manufacturing trades. Students will develop team work and industry communication skills.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	MULLINS-SUSS	\$12.00 Per Course -ONLINE ELEARNING	Open 21 Enrolled / 19 Seats	



	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	MULLINS-SUSS	FEE	Available	
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	MULLINS-SUSS	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 21 Enrolled / 19 Seats Available	

## WORKFORCE & TRADES

### WTD 180 - HUMAN RELATIONS FOR TRADES - 2.0 credits

Introduction to the communication skills needed to locate, interview for, and negotiate employment in the construction, maintenance, and manufacturing trades. Human relations in the workplace are covered under such topics as goal setting, time management, sexual harassment prevention, and effective communication. Students develop a job search plan, resume, and cover letter.

Item#	Days	Time	Location	Date	Delivery	Instructor	Fees	Status	Note
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	MULLINS-SUSS	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 20 Enrolled / 20 Seats Available	
	ARRANGED	ARR-ARR	ONLINE	Jan 5 - Mar 25	ONLINE	MULLINS-SUSS	\$12.00 Per Course -ONLINE ELEARNING FEE	Open 20 Enrolled / 20 Seats Available	

[Register & Enroll](#)
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\*Where are the Item #s? If you cannot see the Item #, they are intentionally not published. Please contact Enrollment Services or your instructor to get the Item #s that you need.

†Course Fees are fees that are related to a particular course. They do not include tuition, fees associated with tuition, admission fees, application fees, book costs, or other costs not related to the course. They typically include lab fees, supply fees, or pass through fees. For more information on tuition and fees, please visit the Tuition and Fees web page.

‡The Status of the class is refreshed once a day. For most up-to-date information, please contact Enrollment Services.

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