

2005 - 2007 Academic Catalog

Blue Mountain Community College

Website: www.bluecc.edu

CENTERS IN DISTRICT

BMCC BAKER COUNTY

3275 Baker Street
Baker City, OR 97814
Phone: 541-523-9127
Fax: 541-523-9128
Email: bmccbaker@bluecc.edu

BMCC HERMISTON

980 S.E. Columbia Drive
Hermiston, OR 97838
Phone: 541-567-1800
Fax: 541-567-1020
email: bmcchermiston@bluecc.edu

BMCC MILTON-FREEWATER

311 N. Columbia
Milton-Freewater, OR 97862
Phone: 541-938-4082
Fax: 541-938-3763
email: bmccmiltonfreewater@bluecc.edu

BMCC NORTH MORROW COUNTY

P.O. Box 939 / 300 N.E. Front Street
Boardman, OR 97818
Phone: 541-481-2099
Fax: 541-481-3990
email: bmccnorthmorrow@bluecc.edu

BMCC SOUTH MORROW COUNTY

P.O. Box 21
Ione, OR 97843
Phone: 541-422-7040
Fax: 541-422-7015
email: bmccsouthmorrow@bluecc.edu

BMCC PENDLETON

2411 N.W. Carden Avenue / P.O. Box 100
Pendleton, OR 97801
Phone: 541-276-1260
Fax: 541-278-5871
email: admissionsandrecords@bluecc.edu

CONTRACTED OUT OF DISTRICT CENTERS (CODs)

BMCC GRANT COUNTY

835-B S. Canyon Blvd.
John Day, OR 97845
Phone: 541-575-1550
Fax: 541-575-2920
email: bmccgrantcounty@bluecc.edu

BMCC UNION COUNTY

1607 Gekeler Avenue
La Grande, OR 97850
Phone: 541-663-1378
Fax: 541-663-1548
email: bmccunioncounty@bluecc.edu

BMCC WALLOWA COUNTY

107 S.W. 1st
Enterprise, OR 97828
Phone: 541-426-4109
Fax: 541-426-6059
email: bmccwallowacounty@bluecc.edu

For the most recent updates to this catalog, please view
online at: <http://www.bluecc.edu>

Blue Mountain Community College is accredited by
the Northwest Commission on Colleges and
Universities

Note: This catalog is for information only and does not constitute a contract. The college reserves the right to change, modify, or alter, without notice, all fees, charges, tuition, and costs of any kind. The college further reserves the right to add or delete without notice any course offering or information contained in this catalog.

TABLE OF CONTENTS

INTRODUCTION.....	3	<i>Transfer Credits.....</i>	<i>18</i>
VISION STATEMENT	3	<i>Curriculum Deviations</i>	<i>18</i>
STRATEGIC PLAN AND GOALS	3	<i>Application for Degrees and Graduation</i>	<i>18</i>
MISSION STATEMENT	3	COLLEGE COSTS.....	19
PRESIDENT’S WELCOME.....	3	<i>Tuition and Fees.....</i>	<i>19</i>
DEGREES AND PROGRAMS OFFERED.....	5	<i>Paying Tuition.....</i>	<i>19</i>
WELCOME TO BMCC.....	6	FINANCIAL ASSISTANCE	20
WHO WE ARE	6	<i>Federal and State Aid.....</i>	<i>20</i>
OUR HISTORY	7	<i>Other Financial Assistance.....</i>	<i>21</i>
LIVING IN EASTERN OREGON.....	7	<i>Veterans’ Educational Benefits</i>	<i>21</i>
OUR LOCATIONS.....	7	SERVICES AND PROGRAMS FOR STUDENTS	23
<i>BMCC Pendleton.....</i>	<i>7</i>	ACADEMIC SERVICES.....	23
<i>BMCC Baker County</i>	<i>8</i>	<i>Testing Services.....</i>	<i>23</i>
<i>BMCC Hermiston.....</i>	<i>8</i>	<i>Academic Advising</i>	<i>23</i>
<i>BMCC Milton-Freewater.....</i>	<i>8</i>	<i>Orientation</i>	<i>23</i>
<i>BMCC Grant County.....</i>	<i>8</i>	<i>Bookstore</i>	<i>24</i>
<i>BMCC North Morrow County.....</i>	<i>9</i>	<i>Copy Center</i>	<i>24</i>
<i>BMCC South Morrow County.....</i>	<i>9</i>	<i>Shipping Center.....</i>	<i>24</i>
<i>BMCC Union County</i>	<i>9</i>	<i>Food Service</i>	<i>24</i>
<i>BMCC Wallowa County.....</i>	<i>9</i>	<i>Library and Media Services.....</i>	<i>24</i>
STUDENT INFORMATION.....	11	<i>Services for Students with Disabilities</i>	<i>24</i>
STUDENTS’ RIGHTS AND RESPONSIBILITIES.....	11	<i>The Learning Laboratory and Tutoring Program... 24</i>	24
<i>Student Right-to-Know Information</i>	<i>11</i>	<i>TRiO Student Support Services</i>	<i>25</i>
<i>Equal Opportunity and Non-Harassment.....</i>	<i>12</i>	<i>Co-Curricular Activities.....</i>	<i>25</i>
<i>Drug and Alcohol Statement.....</i>	<i>12</i>	COLLEGE PREPARATORY PROGRAMS.....	26
<i>Family Educational Rights and Privacy Act.....</i>	<i>12</i>	<i>Adult Basic Education (ABE).....</i>	<i>26</i>
<i>Policy Statement on Disability Access.....</i>	<i>12</i>	<i>Adult High School Diploma Program (AHSD)</i>	<i>26</i>
GENERAL INFORMATION	13	<i>General Educational Development (GED)</i>	<i>26</i>
ADMISSION POLICIES	13	<i>English as a Second Language (ESL)</i>	<i>26</i>
ADMISSION PROCEDURES	14	<i>JOBS Program</i>	<i>27</i>
<i>Degree, Certificate, Transfer, and Distance</i>		<i>College Preparation Courses.....</i>	<i>27</i>
<i>Education Programs</i>	<i>14</i>	ACADEMIC PARTNERSHIPS.....	27
<i>International Admissions</i>	<i>14</i>	<i>Business Partnerships.....</i>	<i>27</i>
<i>Non-Degree Admissions.....</i>	<i>14</i>	<i>High School Partnerships.....</i>	<i>28</i>
<i>Placement Testing.....</i>	<i>15</i>	<i>Inter-College Partnerships.....</i>	<i>28</i>
<i>Adult Basic Education and General Educational</i>		DEGREES AND CERTIFICATES	30
<i>Development Admissions</i>	<i>15</i>	DEGREE AND CERTIFICATE OPTIONS.....	30
REGISTRATION INFORMATION	15	COLLEGE TRANSFER COURSES	31
<i>Degree-Seeking Students</i>	<i>15</i>	CAREER PATHWAYS	35
<i>Non-Degree Seeking Students.....</i>	<i>15</i>	PROGRAM DESCRIPTIONS.....	36
<i>Course Numbers.....</i>	<i>15</i>	<i>Associate of Arts Oregon Transfer Degrees</i>	<i>36</i>
<i>Credits</i>	<i>15</i>	<i>Associate of Science Degree</i>	<i>48</i>
<i>Attendance.....</i>	<i>15</i>	<i>Associate of Applied Science Degrees</i>	<i>51</i>
<i>Auditing Classes.....</i>	<i>15</i>	<i>Associate Degree in General Studies</i>	<i>63</i>
<i>Withdrawing from Classes.....</i>	<i>15</i>	<i>Certificates</i>	<i>64</i>
<i>Withdrawal for Military Duty.....</i>	<i>16</i>	<i>Non-Degree Transfer Programs.....</i>	<i>69</i>
ACADEMIC INFORMATION.....	16	BMCC BOARDS AND PERSONNEL	109
<i>Grading System</i>	<i>16</i>	BMCC BOARD OF EDUCATION	109
<i>Enrollment Status</i>	<i>17</i>	OREGON BOARD OF EDUCATION	109
<i>Grade Appeal Process.....</i>	<i>17</i>	BMCC FOUNDATION BOARD OF DIRECTORS	109
<i>Grade Point Average (GPA).....</i>	<i>17</i>	ADMINISTRATION	109
<i>Renewal Policy</i>	<i>17</i>	BMCC FACULTY	110
<i>Final Examinations</i>	<i>17</i>	DIRECTORS, COORDINATORS, AND MANAGERS.....	113
<i>Academic Achievement Recognition.....</i>	<i>17</i>	GLOSSARY	120
<i>Academic Notification: Warning/ Probation/</i>		BMCC PHONE DIRECTORY	126
<i>Suspension</i>	<i>17</i>		
<i>Prior Learning Credits.....</i>	<i>18</i>		

Introduction



President's Welcome...

Start your future at BMCC! Whether you want to earn a degree or a certificate, to complete your high school education, to improve your English proficiency, or perhaps to take some self-improvement courses, we have classes to meet your needs. If you work during the day, you may want to look at our expanding list of night and weekend offerings. We also are improving our list of distance education courses so we can better serve students throughout northeastern Oregon. With our new online enrollment system, you can register for classes without leaving home.

Don't let a lack of money stop you from enrolling; we have financial aid experts to help you obtain loans and show you how to apply for grants and scholarships that you might not have to repay. You will be pleased to see how helpful people are at BMCC. From our front-line staff to our faculty and administrators, the people you will meet at BMCC all want you to succeed. If you think your math or writing skills are a bit rusty, don't worry; we have tutors to work with you so you can quickly become ready for college-level work.

Remember, a college certificate or degree will add tens of thousands of dollars to your wallet over your lifetime, so the time and energy you devote to your education are really worthwhile. Give us a call today, and let us help you succeed.

John H. Turner
President
Phone: 541-278-5950
Email: jturner@bluecc.edu

Vision Statement

Blue Mountain Community College will be the leading educational and training institution in eastern Oregon.

Mission Statement

Blue Mountain Community College will realize its vision by providing high-quality programs for college preparation, college transfer, professional/technical training, workforce development, and self-improvement that will strengthen the economy and provide opportunities for personal and professional growth.

BMCC provides dynamic and innovative programs and delivery methods in response to the changing needs of our customers: the students, businesses, industries and communities of eastern Oregon.

Strategic Plan and Goals

On October 15, 2003, the Blue Mountain Community Board of Education adopted a new strategic plan. This plan is designed to unfold over the next five to ten years and will accomplish the goals listed below. BMCC will:

Focus on student success in a premiere learning environment and:

- ✓ Enhance student support
- ✓ Increase access and innovate delivery methods/systems (fiscal and regional)
- ✓ Increase resources for financial growth and stability
- ✓ Strengthen the institution through assessment and planning
- ✓ Enhance relevant and comprehensive curricula
- ✓ Nurture high-quality employees
- ✓ Grow community partnerships
- ✓ Integrate and expand marketing and recruitment

Getting Started

YOUR CHECKLIST

How to begin your education at BMCC

At Blue Mountain Community College, we work hard to make admission easy. We have an open-door admission policy, which means that students will be admitted to BMCC as long as they can benefit from our instruction.

For students' convenience, we have online admission, but students can still be admitted by mail or by visiting any of our BMCC locations. The following will show you step-by-step how to get started. This whole process can be accomplished in one or two days, with the exception of getting financial aid verification and attending orientation which is scheduled during the last few weeks before classes begin.

If you need help with any part of this process, turn to page 13 for more information, call 541-278-5759 at the Pendleton campus, or contact the BMCC center closest to you.

- Apply for admission – online or in-person** (more information on page 14)
- Request transcripts** (more information on page 14)
- Take the placement test for math, reading and writing** (more information on page 14)
- Apply for financial assistance** (more information on page 19)
- Meet with an advisor** (more information on page 23)
- Register for classes** (more information on page 15)
- Pay for classes** (more information on page 19)
- Purchase textbooks** (more information on page 23)
- Attend a college orientation program** (more information on page 23)

Note: International Students

BMCC welcomes international students. In addition to completing the process that all students must complete as outlined above, the international student must also complete an international student application before being admitted to the college. This information is online at www.bluecc.edu/admissions.

Blue Mountain Community College

Degrees and Programs Offered

BMCC offers the following degrees and certificates:

Associate of Arts Oregon Transfer Degree (A.A.O.T.)

Associate of Science Degree (A.S.)

Associate of Applied Science Degree (A.A.S.)

Associate Degree in General Studies (A.G.S.)

Certificate of Completion (Cert.)

Oregon Transfer Module (O.T.M.)

*Both the A.A.O.T. and A.S. degrees are **non-designated degrees** that may be taken with an emphasis in subjects marked with an X. For further information regarding academic program requirements, please see pages 36-45.

Program	A.A.O.T.*	A.S.*	A.A.S.	Cert.
Accounting			X	
Accounting Technician				X
Administrative Assistant			X	
Administrative Assistant/Medical			X	
Agriculture		X		
Agriculture/Business			X	
Agriculture/Production			X	
Anthropology	X			
Art	X			
Biology	X			
Business Administration	X		X	
Chemistry	X			
Civil Engineering Technology			X	
Computer Science	X	X		
Criminal Justice	X			
Dental Assisting Technician				X
Drafting Technology			X	
Early Childhood Education		X	X	
Economics	X			
Education - Elementary	X			
Education - Secondary	X			
English	X			
Foreign Languages	X			
Geography	X			
Geology	X			

Program	A.A.O.T.*	A.S.*	A.A.S.	Cert.
Health, Health Education	X			
History	X			
Hospitality and Tourism Management			X	X
Human Services		X	X	
Industrial Technology			X	
Mathematics	X	X		
Music	X			
Nursing		X	X	
Office Assistant				X
Office Assistant/Medical				X
Paraeducator			X	X
Physical Education	X			
Physics	X			
Political Science	X			
Practical Nursing				X
Pre-Dental	X			
Pre-Dental Hygiene	X			
Pre-Medicine	X			
Pre-Pharmacy	X			
Pre-Veterinarian	X			
Psychology	X			
Retail Management				X
Sociology	X			
Speech/Communication	X			
Theater Arts	X			

NOTE: In addition to the above listed degrees, certificates, and modules, BMCC offers the following programs:

- Medical Laboratory Technician through Wenatchee Valley College (see page 28 for details)
- CUESTE Teacher Education program through Eastern Oregon University (see page 28 for details)

Accreditation Statement

BMCC is a public, two-year, coeducational college accredited through the Northwest Commission on Colleges and Universities, 8060 165th Avenue N.E., Suite 100, Redmond, WA 98052, phone: 425-558-4224.

The college is approved by both the state and federal Veterans Administration to offer education and training under the various public laws pertaining to financial aid to veterans.

The nursing program is accredited by the Oregon State Board of Nursing.

The dental assistant program is accredited by the American Dental Association



Welcome to BMCC

At Blue Mountain Community College, you can begin your educational journey and go just about anywhere from here. You can transfer to a university and earn a four-year degree through our partnership arrangements, obtain professional skills for a new career, enrich your life with a special interest class, or upgrade your employability.

It is all available at Blue Mountain Community College, where we are committed to each student's success.

Who We Are

Since we first opened our doors more than forty years ago, thousands of students have received degrees from our institution. We annually serve more than 850 full-time students and more than 11,000 students who take classes on a part-time basis.

Training outstanding citizens and leaders is a continuing priority for our faculty. Our full-time and part-time faculty members are the heart of our institution. At BMCC, all classes are taught by highly qualified experts in their subjects, not by teaching fellows or graduate assistants. Our instructors hold masters or doctoral degrees in their discipline and/or

vocational certificates in their area of expertise. In addition, instructors have a broad range of experience in their subject areas that makes classroom and laboratory instruction applicable to the real world.

The faculty and staff at Blue Mountain offer you a personal approach to your education. Our classes are small, yet dynamic, allowing for individualized attention and mastery of the subject, as well as for personal success. This personal approach to education extends beyond the classroom to include a variety of distance education options. Without leaving their homes, students may enroll in many course offerings through videotapes, independent study, and the Internet.

The BMCC service area covers approximately 18,000 square miles. Morrow, Umatilla, and Baker counties constitute BMCC's tax district; and Wallowa, Union, and Grant counties contract with BMCC for educational services. Coordinators based in communities throughout the area, including Pendleton, Milton-Freewater, Hermiston, Boardman, Baker City, Lone, John Day, and Enterprise, assess their communities' needs and build a schedule each term that addresses those needs. This approach keeps us linked to our communities and provides the localized service that they need.

Our History

Blue Mountain Community College was established on July 1, 1962, after winning an overwhelming five-to-one vote of confidence by the residents of Umatilla and Morrow counties.

The college opened its doors in September of that same year. Vocational-technical courses were initially taught at Pendleton's John Murray Junior High School, while college transfer programs were added a year later. In 1965, Blue Mountain Community College moved to its present campus high on the north hill overlooking Pendleton. Within ten years, the original construction plans for the college were completed. In September 1992, the college purchased Columbia Hall in Hermiston to accommodate a growing student population in western Umatilla County. In October 1993, the college created a center in Milton-Freewater by leasing the former US Bank Building. In 1994, the Milton-Freewater Continuing Education Office and Basic Skills Center moved to the same location.

Fall term 1995 marked the beginning of BMCC's distance education program. While the college had offered telecourses for a number of years, newer mediums such as videotapes, the Internet, and ED-NET expanded the options of potential students who were bound by constraints of time or location.

In November 1998, the voters in Morrow and Umatilla counties passed a bond measure for facility expansion in district growth areas. The bond financed expansion of the centers in Hermiston and Milton-Freewater and the opening of the BMCC Morrow County center in Boardman. The Pendleton campus expansion included new technical agriculture buildings, a new science and technology building, and the remodeling and upgrading of older facilities.

Another ballot measure in March 2000 annexed Baker County into the BMCC district. Classes at BMCC Baker County began in the fall of 2000.

Living in Eastern Oregon

The communities of northeastern Oregon offer many cultural, historical, and recreational attractions. Pendleton hosts two symphonies that attract musicians from throughout the region. Hermiston's Desert Arts Council sponsors numerous concerts and cultural events. The Arts Center of Pendleton, the first regional arts center in eastern Oregon, offers gallery exhibits and emphasizes arts education. The Tamastlikt Cultural Institute of the Confederated Tribes of the Umatilla Indian Reservation highlights a living history exhibit of regional Native American customs and culture. County museums preserve and present local histories.

Many communities in the six counties served by the college have unique seasonal festivals and historic architecture that reflect the spirit and history of the region. The world-famous Pendleton Round-Up celebrates the heritage of the west every September with rodeo competitions, community events, and pageants. This cowboy sport is also enjoyed at county fairs and other festivals throughout the region. The Hermiston Watermelon Festival, Baker City's Miners' Jubilee, and Milton-Freewater's Muddy Frogwater Festival are a few of the many popular events that showcase local products and community pride.

Bordered by the Blue Mountains, the Columbia River, and rolling wheat fields, our district abounds in recreational attractions. The local area offers an abundance of year-round recreational sites, including state and national parks. The Umatilla National Forest, under the jurisdiction of the U.S. Forest Service, provides more than a million acres of wilderness recreation opportunities. Skiing, snowboarding, fishing, hiking, rafting, and hunting are outdoor activities available to BMCC students, local residents, and visitors.

Eastern Oregon has four distinct seasons with a very livable climate. Sun-filled summers see temperatures ranging from 73 to over 100 degrees, while winters average 33 degrees. Humidity is low, averaging 45 to 50 percent. Our dry climate produces about 13 inches of rain each year. We occasionally have snow for winter fun, averaging 17.8 inches a year in Pendleton.

Our Locations

Students have access to the following services at any of the BMCC locations:

- Degree-planning assistance
- Courses, workshops, and other educational offerings
- Textbook purchases
- Guidance in obtaining financial aid and in applying for scholarships and grants
- Placement tests in math, writing, and reading
- Assistance with disability accommodation
- Academic advising by either visiting or calling the center

Each site offers additional unique services, which are highlighted below.

BMCC Pendleton

2411 N.W. Carden Avenue
Pendleton, OR 97801
Phone: 541-276-1260
Fax: 541-278-5871
Email: onlineinquiry@bluecc.edu

Blue Mountain Community College's main campus is located on a scenic 160-acre hilltop site overlooking Pendleton, a city of 16,354 residents. We are located 200 miles east of Portland and nearly equidistant from Seattle, Spokane, and Boise.

The main campus houses both cultural and recreational venues. The Betty Feves Memorial Gallery, located in Pioneer Hall, exhibits a wide variety of art, and functions as an educational tool to encourage creativity and foster an appreciation of art. Pioneer Hall Theater hosts a variety of activities including concerts, plays, lectures, and workshops. Campus recreational facilities center around the McCrae Activity Center, which houses handball and racquetball courts, a free weight room, a total fitness room, a gymnasium, and a 25-meter heated swimming pool.

Varieties of co-curricular activities augment the education offered on campus and are an important component of the Blue Mountain Community College experience. For the serious athlete, BMCC has a well-rounded athletic program for both men and women. The college fields intercollegiate teams in basketball, volleyball, softball, baseball, and rodeo. The main

campus houses the Associated Student Government (ASG) and a variety of student clubs, which provide educational, recreational, social, and leadership opportunities for interested students.

Tours of the BMCC Pendleton campus may be arranged by contacting the recruiter at 541-278-5936 or by emailing: onlineinquiry@bluecc.edu.

BMCC Baker County

3275 Baker Street
Baker City, OR 97814
Phone: 541-523-9127
Fax: 541-523-9128
Email: bmccbaker@bluecc.edu

With two sites in Baker City, on Baker Street and in the National Guard Armory, BMCC Baker County offers a variety of:

- College credit classes
- Job skills workshops
- College preparatory classes including adult basic education, adult high school diploma and credit recovery, general educational development (GED) preparation, and English as a second language (ESL)
- Customized training for business and industry
- Emergency medical training, first aid, and certain occupational certifications
- Personal enrichment courses

Students have the opportunity to take classes at the local sites, or they may choose to take advantage of the distance education programs, which allow students to complete their classes using the Internet, videotapes, independent study, interactive television (ITV), or workbooks. Using a combination of on-site and distance education, students may complete their A.A.O.T. degree at the Baker County center.

The Small Business Development Center also has a representative at BMCC Baker County. For additional information or to schedule a tour, please contact the BMCC Baker County office.

BMCC Hermiston

980 S.E. Columbia Drive
Hermiston, OR 97838
Phone: 541-567-1800
Fax: 541-567-1020
Email: bmcchermiston@bluecc.edu

BMCC Hermiston, the largest of the centers, serves western Umatilla County and North Morrow County. Offerings include:

- College credit classes
- Job skills workshops
- College preparatory classes, including adult basic education, adult high school diploma and credit recovery, and English as a second language (ESL) courses
- GED preparation by appointment and at regularly scheduled times
- Customized training for business and industry
- Emergency medical training, first aid, and occupational certifications
- Personal enrichment courses

- Citizenship classes
- Welding classes
- Computer-aided drafting (CAD) classes
- Industrial maintenance technology (IMT) training

Although students have the opportunity to take advantage of the distance education classes using the Internet, videotapes, independent study, ITV, or workbooks, students at BMCC-Hermiston may complete their A.A.O.T. through courses offered entirely at the center. A multi-year pattern of courses allows students to complete their associate's degree as part-time students. Some classes are offered during daytime hours, and some are scheduled as evening classes to accommodate working students with a variety of schedules.

The Oregon JOBS program (a welfare-reform contract with the Oregon Community Human Services Department) and the Small Business Development Center have representatives housed at the Hermiston center. For additional information or to schedule a tour, please contact the BMCC Hermiston office

BMCC Milton-Freewater

311 N. Columbia
Milton-Freewater, OR 97862
Phone: 541-938-4082
Fax: 541-938-3763
Email: bmccmiltonfreewater@bluecc.edu

This growing center, located five miles south of the Oregon-Washington state line on State Highway 11, offers classes on-site as well as through distance education, which allows students to complete their classes using the Internet, videotapes, independent study, ITV, or workbooks. By combining on-site and distance courses, students may complete their A.A.O.T. degree, the A.S. degree in administrative assistant, an A.A.S. in education assisting, and certificates in office assisting and educational assisting. In addition, Milton-Freewater offers:

- Job skills workshops
- College preparatory classes, including adult basic education, adult high school diploma and credit recovery, GED preparation, and ESL courses
- Customized training for business and industry
- Personal enrichment courses
- GED testing available on-site by appointment and at regularly scheduled times.
- Citizenship classes
- Welding classes
- CAD classes

The Oregon JOBS program is available at Milton-Freewater. For additional information or to schedule a tour, please contact the BMCC Milton-Freewater office.

BMCC Grant County

835-B S. Canyon Boulevard
John Day, OR 97845
Phone: 541-575-1550
Fax: 541-575-2920
Email: bmccgrantcounty@bluecc.edu

BMCC Grant County focuses on building relationships with community organizations, local businesses, and area schools to serve the citizens of Grant County. This site provides

support services for students to access the many courses offered at BMCC via Internet, videotapes, independent study, ITV, or workbooks. A small slate of on-site college credit courses, community enrichment, and job training courses are also available, in addition to certified nursing assistant (CNA) and emergency medical technical (EMT) training.

The Training and Employment Consortium Building in Canyon City houses adult basic education offerings in Grant County, including adult basic education, adult high school diploma and credit recovery, and GED preparation. For additional information or to schedule a tour, please contact the BMCC Grant County office

BMCC North Morrow County

300 N.E. Front Street
Boardman, OR 97818
Phone: 541-481-2099
Fax: 541-481-3990
Email: bmccnorthmorrow@bluecc.edu.

BMCC North Morrow County serves the westernmost region of the college district. The center offers a variety of:

- Job skills workshops
- College preparatory classes, including adult basic education, adult high school diploma and credit recovery, GED preparation, and ESL courses
- Customized training for business and industry

Students have the opportunity to take classes at the local site, or they may choose to take advantage of the distance education classes, which allow students to complete their classes using the Internet, videotapes, independent study, ITV, or workbooks. Using a combination of on-site and distance education, students may complete their A.A.O.T. degree at the Boardman center. Classes are offered at BMCC Boardman during both day and evening hours.

To assist in local employers' training needs, the customized training administrator is available to meet with them at their convenience to develop training programs. Programs can be housed at job-sites or at the Boardman center and may utilize several methods of delivery including face-to-face, on-line, ITV, and self-study. For additional information or to schedule a tour, please contact the BMCC North Morrow County office.

BMCC South Morrow County

PO Box 21
lone, OR 97843
Phone: 541-422-7040
Fax: 541-422-7015
Email: bmccsouthmorrow@bluecc.edu

BMCC South Morrow County, located in Heppner, provides support services for students in the Heppner, Lexington, and lone areas to access the many courses offered at BMCC through the Internet, videotapes, independent study, ITV, or

workbooks. A small slate of on-site community enrichment and job training courses are also available. For additional information or assistance, please contact the BMCC South Morrow County office.

BMCC Union County

1607 Gekeler Avenue
La Grande, OR 97850
Phone: 541-663-1378
Fax: 541-663-1548
Email: bmccunioncounty@bluecc.edu

BMCC Union County was established in 1989. This site offers:

- Job skills workshops
- College preparatory classes, including adult basic education, adult high school diploma and credit recovery, GED preparation, and ESL courses
- Customized training for business and industry
- Personal enrichment courses

Students have the opportunity to take college credit classes by distance education offered through the Internet, independent study, videotapes, ITV, or workbooks. For additional information or assistance, please contact the BMCC Union County office.

BMCC Wallowa County

107 S.W. 1st
Enterprise, OR 97828
Phone: 541-426-4109
Fax: 541-426-6059
Email: bmccwallowacounty@bluecc.edu

Established in 1989 and located in Enterprise, BMCC Wallowa County provides learning opportunities to the residents of Wallowa county, including:

- College credit classes
- Job skills workshops
- College preparatory classes including adult basic education, adult high school diploma and credit recovery, GED preparation, and ESL courses
- Customized training for business and industry
- Personal enrichment courses

Students have the opportunity to take classes at the local site, or they may choose to take advantage of distance education programs, which allow students to complete their classes using the Internet, videotapes, independent study, ITV, or workbooks. For additional information or assistance, please contact the BMCC Wallowa County office.

Distance Education

What is Distance Education?

Distance education is any kind of learning in which students and the instructor are separated by time and/or place. It can be delivered using, various methods or technologies, including:

- **Online Courses:** Course offerings are provided over the Internet, with instructors located at either BMCC or another Oregon community college (host/provider). Tests are conducted either online or at a BMCC campus location.
- **Telecourses:** Classes are presented primarily on videotape. Students use textbooks and interact with the instructor either online or through postal services. Tests usually are proctored at a BMCC campus location.
- **Videoconferencing:** Classes originate from another site but are real in time and place. Students meet at a designated BMCC site and interact with the instructor and students at other sites. Tests usually are proctored at a BMCC campus location.
- **Independent Study:** Courses are taught through the mail only, with materials presented on paper in the form of study guides and textbooks (no videotapes). Students contact the instructor in writing or through telephone discussions

Who Benefits From Distance Education?

- **The time-bound student**, whose job or education schedule conflicts with the times when classes are offered on campus.
- **The distance-bound student**, who lives far from where classes are offered.
- **The home-bound student**, who cannot leave home for physical, emotional, or family reasons such as caring for the young, sick, or elderly.
- Those whose **work schedules** prevent them from finding blocks of time to participate in classes.
- **Those who seek to advance themselves** in their current career or to prepare for a new career.

Who Should Take Distance Education Classes?

- Self-motivated learners
- Time- or place-bound learners
- Technically astute learners

Registering for Distance Education Classes:

Student services and financial aid information for distance education students—such as admissions, enrollment, registration, advising, book purchases, and payment—are the same as for any other classes offered at BMCC, noted elsewhere in this catalog. Please see the Getting Started section on **page 4** for more information. For registration information, a list of courses, go to www.bluecc.edu and click on the WolfWeb link.

Financial Aid for Distance Education:

Online students may be eligible to receive financial aid assistance. Complete the Free Application for Federal Student Aid (FAFSA) form, available online at www.fafsa.ed.gov. BMCC's financial assistance code is 003186. Check page 19 of this catalog or our website for more financial aid information.

Paying for Distance Education Classes:

Blue Mountain Community College's distance education classes are assessed at the current tuition and fees listed in the Schedule of Classes published each term and online at www.bluecc.edu. **There is an additional distance education class fee for each class.**

Note: Other Oregon community colleges individually set their tuition and fees, which can vary for each credit hour.

Purchasing Distance Education Textbooks:

Students can order books online with a credit card at www.bookstore.bluecc.edu, or students can call the bookstore at 541-278-5733 or send a fax to 541-278-5842. Students taking an online course provided by another Oregon community college (host/provider) must order books by contacting the providing college's bookstore. Links to host/provider colleges can be found on the Distance Education page of our website, click on OCCDL.

Library Services:

Many library services and electronic databases are available online to all students, whether on or off campus. Go to www.bluecc.edu/library for information on library services

Technical Help and Support: *

- The Office of Distance Education and Community Education is located on the Pendleton campus in Pioneer Hall, Room 107. The email address is Distance_Ed@bluecc.edu.
- Additional information and services are on the Distance Education page of our website. There students will find tutorials, frequently asked questions, self-assessment tests, and the hardware and software required to take online classes.

**If you are enrolled in another Oregon community college course, you must contact the technical support services at that community college. You can find links on the Distance Education page of our website; click on OCCDL.*



2004-05 Associated Student Government (ASG) Officers and Senators

Student Information

Students' Rights and Responsibilities

Blue Mountain Community College supports students in their right to actively question and seek constructive change in the college environment.

The college endorses the airing of views, opinions, and concerns in and around BMCC through verbal and visual means. Any kind of conduct that restrains either the freedom of expression or the freedom of movement of others who may not agree, or that is disruptive to college operations in any way, is completely unacceptable in a community based on reason and intelligence.

The Student Rights, Responsibilities, and Code of Conduct document outlines requirements and sanctions regarding the above statement. Students wishing to review or receive a

complete copy of the Student Rights, Responsibilities, and Code of Conduct document may obtain a copy from the offices of the Executive Vice President, the Vice President of Instruction, the Office of Student and Enrollment Services, the Associated Student Government, and at the reserve desk in the college library. This statement is also online at www.bluecc.edu.

Student Right-to-Know Information

In compliance with the Student Right-to-Know and Campus Security Act of 1990 (Public Law 101-542), Blue Mountain Community College discloses completion/graduation rates and transfer rates to all current and prospective students. Rates are based on fall-term enrollment of full-time (12 term credits), first-time, and degree- or certificate-seeking undergraduates. Students are counted as graduates or as transfer-outs if they graduated or transferred within 150 percent of the normal time for completion or graduation. Rates do not include part-time credit students, students who have attended college elsewhere

before attending BMCC, students who began their studies in a term other than fall, or students not seeking degrees. For further information, contact the Department of Student and Enrollment Services at 541-278-5759.

Equal Opportunity and Non-Harassment

Blue Mountain Community College prohibits discrimination on the basis of race, color, religion, national origin, gender, age, disability, sexual orientation, marital status, family relations, or status as a Vietnam era or disabled veteran in any area, activity, or operation of the college as required by Title IX of the Educational Amendments of 1972; Section 504 of the Rehabilitation Act of 1973; Title VI and VII of the Civil Rights Act of 1964; the Age Discrimination Act; the Americans With Disabilities Act of 1990; Oregon Civil Rights Law (ORS 659); and their implementing regulations.

College policy also prohibits harassment on the basis of any of the factors listed above. Harassment is any unwelcome behavior or display, verbal, physical, or visual in nature that meets any of these criteria:

- Submission to such condition is either an implicit or explicit condition of employment or academic performance.
- Submission to or rejection of the condition by an employee or student is used as the basis for decisions affecting that person's employment or academic performance.
- The condition has the purpose or effect of unreasonably interfering with an individual's work or academic performance or of creating an intimidating, hostile, or offensive work or academic environment.

Address questions or complaints to the Executive Vice President at 541-278-5796 or the Human Resources office at 541-278-5850.

Drug and Alcohol Statement

Blue Mountain Community College is legally required to prevent, and is morally committed to the prevention of, illicit drug use and abuse of alcohol by both students and employees.

The Department of Student and Enrollment Services (Pendleton campus) makes available to employees and students information relating to: standards of conduct (students and employees); the health risks associated with the use of illicit drugs and the abuse of alcohol, applicable legal sanctions under local, state, and federal law for unlawful possession; the use or distribution of illicit drugs and alcohol; BMCC sanctions (students and employees); and resources for assistance (students and employees).

Family Educational Rights and Privacy Act

The college abides by and honors all state and federal laws pertaining to the privacy and confidentiality of directory information and academic records. If they choose to do so, students have the right to restrict access to specific information.

The Family Educational Rights and Privacy Act of 1974 (FERPA) grants students certain rights, privileges, and

protections relative to individually identifiable student educational records that are maintained by BMCC. Specifically:

- FERPA allows colleges to disclose your directory information without consent. If you do not want this information released, you must notify the nearest BMCC office and complete and sign a non-release form.
- Directory information includes names, majors, dates of attendance and degrees, honors and awards conferred and athletic participation (the height and weight of team members).
- Students have the right to inspect and review their own individual educational records. Students have the right to challenge information contained in individually identifiable educational records.
- Students' educational records (with the exception of directory information) will be released to third parties only with the written consent of the student.

For more information or to exercise your rights contact the Department of Student and Enrollment Services at 541-278-5759.

Policy Statement on Disability Access

It is the policy of Blue Mountain Community College to comply with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and other applicable federal and state regulations that prohibit discrimination on the basis of disability. Compliance means that no otherwise qualified person shall, solely by reason of disability, be denied access to, participation in, or the benefits of any service, program, or activity operated by Blue Mountain Community College. Each qualified person shall receive reasonable accommodation or modification needed to ensure equal access to employment, educational opportunities, programs, and activities in the most appropriate, integrated setting except when such accommodation creates undue hardship on the part of the provider. For more information please contact the Office of Services for Students with Disabilities at 541-278-5807.





General Information

Admission Policies

Blue Mountain Community College has an open-door admission policy. In general, students may enroll provided they:

- Are eighteen years of age or older, **or**
- Are legally emancipated, **or**
- Have graduated from an accredited high school, **or**
- Have completed a general educational development (GED) certificate or an adult high school diploma, **and**
- Have the ability to benefit from instruction.

A student who is under eighteen years of age who is no longer attending high school, who has not graduated from an accredited high school or completed a GED, and who wishes to attend BMCC full-time may enroll by providing the following:

- A letter from a high school administrator stating that the student has been released from compulsory school attendance under the provisions outlined in ORS 339.030, **and**
- An assessment by a BMCC advisor regarding the student's ability to benefit from the instruction desired, **and**
- A parental sign-off on any enrollment or registration document that obligates the student financially, **and**

- An acknowledgement that the student will be in a classroom situation with other adults and without the same protections and rules of the K-12 system.

Students under the age of eighteen who are still attending high school and merely wish to take a class or two for personal enrichment or for credit at their high school may do so with parental sign-off on the financial obligations incurred. Students wishing to take classes for high school credit should check with their high school administration to ensure that the credits taken will transfer in the way they intend.

Students under the age of sixteen may be admitted only with individual instructor approval. The student's parents must meet with the student and the advisor. The ability to benefit is determined each term until the student reaches the age of sixteen. For returning students, the determination may be made with the additional involvement of the Senior Director of the Student and Enrollment Services Office. A student may be denied admission or continuing enrollment if it is determined at any step of the process that the student cannot benefit from the instruction desired.

Home-schooled students are welcome to enroll in classes and attend BMCC under the same conditions as other students. Families with questions about admission for their home-schooled children should contact the Office of Admissions and Records in Pendleton at 541-278-5759.

Oregon Residency Requirements

Note: The following information on Oregon residency does not pertain to international students. Additionally, Oregon law allows students from Washington, Idaho, Nevada, and California to be treated as Oregon residents and, thus, they do not need to establish Oregon residency for tuition purposes.

For purposes of determining tuition rates and receiving state reimbursement, BMCC is required by law to establish a residency policy. A student may petition for residency if at least one of the following criteria is met and two of the following documents are provided as proof. Petitions must be made in writing. Forms may be obtained from the Office of Admissions and Records or from any local BMCC center and must be submitted to the Senior Director of Student and Enrollment Services for approval.

Criteria (student must meet at least one):

- ✓ The student must have resided in Oregon for at least ninety continuous days before the beginning of the term.
- ✓ The student or a member of the immediate family holds title to or is otherwise purchasing property that is claimed as a permanent Oregon residence.
- ✓ The student or parents of a dependent student filed an income tax statement with the Oregon Department of Revenue for the most recent reporting year.
- ✓ The student is a veteran who established residency in Oregon within one year of separation or discharge from the service.
- ✓ The student is a dependent of parents or legal guardians who have established permanent residency within Oregon.

Documents (student must provide at least two):

- ✓ An Oregon hunting or fishing license that was issued at least ninety days before the beginning of the term.
- ✓ A copy of deed of title, mortgage agreement, or recent property tax statement indicating ownership or purchase by the student or the immediate family. If ownership is by anyone other than the student, a document verifying the relationship between the student and an owner must be presented.
- ✓ A current Oregon voter precinct card.
- ✓ A copy of an Oregon income tax statement filed during the latest reporting year or payroll records from an Oregon firm indicating ninety continuous days of residency in Oregon.
- ✓ A copy of an Oregon high school transcript or GED scores earned in the state of Oregon.
- ✓ A copy of a current Oregon driver's license.

Admission Procedures Degree, Certificate, Transfer, and Distance Education Programs

All full-time students (12 credits or more each term), and students seeking a degree or certificate are required to follow this procedure:

1. Go to the www.bluecc.edu WolfWeb link and follow the instructions (Computers are available at all campus locations if a student does not have access to the web through other means). Our service counter at all locations will assist a student as needed; or fill out and return BMCC's application form, found on the website's Admissions – Forms link or available at any BMCC center.
2. Transfer students must request *official* transcripts of all college courses taken at colleges other than BMCC and have the transcripts sent to the Office of Admissions and Records at P.O. Box 100, Pendleton, OR 97801.
3. Complete the BMCC placement test. See the testing section on page 14 for more information.

The nursing and dental assisting programs are offered at the Pendleton campus and have special admissions requirements that must be met before a student can be admitted. Students entering BMCC are not guaranteed acceptance into those programs. The admission requirements may change annually depending upon Oregon state regulations and BMCC policies. For the most current admissions policy information and deadlines, please contact the Office of Admissions and Records, the academic department, or consult BMCC's website.

International Admissions

Blue Mountain Community College welcomes international students and provides an affordable education in a safe, comfortable environment. To be considered for admission, an international student should complete the BMCC WolfWeb registration form and an international student application form, pay a \$25 (U.S.) non-refundable application fee, and submit an official TOEFL score report (minimum 213 computer-based score or 550 paper-based). Additional requirements to be met for admission (to obtain an I-20 visa) include showing proof of adequate funds for the student's studies, a complete set of documents for all of the student's previous and current studies, and proof of health insurance. For more information, or to receive an international student application packet, please contact the Admissions and Records Office, email admissionsandrecords@bluecc.edu, or visit the International Student Admissions page on BMCC's website.

Non-Degree Admissions

Students wishing to enroll for credit or non-credit courses at BMCC but not to obtain a degree or certificate should complete Step 1 above. Every student, whether degree-seeking or not, who intends to take a credited math or writing course is required to take the math or writing placement test. Placement in these courses is mandatory. Students who have completed a degree are exempt from this rule; however students who have been out of school for two or more years are encouraged to take the math or writing placement test or to meet with the instructor before enrolling in a math or writing class.

Placement Testing

Placement testing is mandatory if a student intends to take a math or writing course. If you have previous math or writing credits from a college or university, a transcript evaluation will determine your placement. The placement test is a self-paced, computerized test designed to determine the student's level of ability and is used to assist in course placement. It is not a pass/fail exam.

For testing center schedules and additional information, please contact your closest BMCC center or call the testing center in Pendleton at 541-278-5931.

Adult Basic Education (ABE) and General Educational Development (GED) Admissions

These programs are open to non-high school graduates who are at least sixteen years of age and not enrolled in high school. Students who are sixteen and seventeen years of age must provide the college with a release from the high school district in which they reside according to O.R.S. 339.030. For more information, contact the Department of College Preparatory Programs at 541-278-5806.

Registration Information

All students should register before the first day of classes each term; although it is not recommended, classes may be added up to the tenth day of classes (or the equivalent days of terms or classes of varying length). For information on the dates when registration begins for each term, see the calendar at the front of this catalog or visit www.bluecc.edu.

Degree-Seeking Students

Both new and returning degree-seeking students should make an advising appointment with an academic advisor. To make an appointment, call the testing center in Pendleton at 541-278-5931 or contact the BMCC location closest to you. Students may also contact their advisor or academic department directly to set up advising appointments.

The advising process will include information regarding registration for classes.

Non-Degree Seeking Students

A student is considered to be registered when the college receives his or her completed registration and payment unless the college notifies the student that the course(s) are full or cancelled.

Course Numbers

Courses with decimal points in them and courses with numbers below 100 are not college transfer courses. All lower division transfer courses and professional/technical non-transfer courses are taught as college-level classes. Generally, courses with letter prefixes apply toward degrees and certificates and courses with 100 and 200 numbers are college transfer courses; those numbered 200 to 299 are considered sophomore-level courses.

Credits

In order to earn an associate's degree in two years, a student should enroll for an average of 16 college-level credits each in fall, winter, and spring terms. If remediation or college preparatory courses are required, the number of credits each term would increase accordingly. Work for 16 credit hours involves about forty-eight clock hours of scholastic productivity each week during the term. Curriculum and program requirements described in this catalog provide more information on the program or degree of your choice.

Students participating in intercollegiate athletics must pass at least 12 credit hours each term for eligibility purposes. Students are encouraged to visit with their coaches for detailed eligibility requirements.

Attendance

Blue Mountain Community College believes that it is the student's obligation to attend and participate in classes. However, be advised that there is a direct correlation between participative attendance and successful completion of a course. Individual courses may have their own attendance policies. The college has instituted an administrative withdrawal process for the first ten days of class each term. Students not in attendance the first day of class will be contacted by someone from the academic department or the Department of Student and Enrollment Services to inquire whether they plan to attend the rest of the term. If the answer is no, the student will be administratively dropped from the class; however, administrative withdrawal is a privilege and is not guaranteed. If the student cannot be contacted, he or she may be left in the class and remain enrolled, and thus be responsible for tuition and fees. For this reason, students not intending to continue in classes must not assume that they will be automatically dropped if they do not attend. It is a simple process to go online to drop a course or courses, or contact the college for assistance. Students enrolled in classes by the end of the tenth day will be charged for the course whether they attend or not.

Auditing Classes

Students may register as auditors to attend or to survey classes at a reduced tuition rate. Students must register for audit status (AU) at the time of registration. In general, auditors attend class regularly but are not required to participate fully in the class activities (e.g., taking tests or doing homework). Classes taken under audit status do not count as credits attempted in financial aid calculations and the AU status does not count in calculating GPAs. The audit indicator AU may not be requested or given as a grade, because it indicates a registration status, not an evaluation.

Withdrawing from Classes

After the tenth day of the term (or the equivalent days of terms or classes of varying length), students may withdraw from a class by completing an add/drop form or by going to their online account on the WolfWeb. A student may withdraw from a course without receiving an academic grade if the withdrawal is made by the deadline listed on the academic calendar inside the front cover of this catalog. See the Glossary in this catalog for distinctions between dropping and withdrawing from classes

Students wishing to withdraw completely from the college (that is, from all classes) can do so by completing an add/drop form or by going to their online WolfWeb account. Withdrawals made by the deadline listed on the academic calendar inside the front cover of this catalog will result in no academic grade.

Students receiving financial aid need to refer to the Financial Assistance section of the catalog for further information regarding withdrawals.

NOTE: A student who is registered is considered to be in attendance. Withdrawing from any or all classes leaves a W on the student's transcript. **Non-attendance or non-payment does not constitute official withdrawal, nor does it release the student from the obligation to pay for the course.**

Withdrawal for Military Duty

The following guidelines will be followed when a veteran, Reserve, or National Guard student is called to active duty for military purposes:

- The student may withdraw or drop courses without record and receive a full tuition and fee refund.
- The student may, at his or her discretion, elect to complete courses by making special arrangements with the instructor(s) by creating an incomplete contract allowing reasonable time to complete the academic work required.

Please contact the Office of Admissions and Records in Pendleton for further information at 541-278-5759, or send an email to: admissionsandrecords@bluecc.edu.

Students receiving financial aid need to refer to the Financial Assistance section of the catalog for further information regarding withdrawals.

Academic Information

Grading System

The quality of student work is measured by a system of grades and by computed grade-point averages. All assigned courses, regardless of curriculum, are included when determining a cumulative grade-point average while attending BMCC. The grading system consists of the following:

Grade		Points
A	Superior	4
B	Above Average	3
C	Average	2
D	Inferior	1
F	Failing	0
INC	Incomplete	0
MSG	Missing Grade	0
NCA	No Credit Attendance	0
W	Withdrawal	0
P	Pass	0
NP	No Pass	0
AU	Audit	0
CIP	Course In Progress	0
H	High School	0
R	Course Repeated	0

All marks except A, B, C, D, and F are disregarded in the computation of grade point averages; however, some of these disregarded marks will affect financial aid and athletic eligibility.

GRADE POINT AVERAGE (GPA)

Your grade point average (GPA) is calculated as follows: take the number of points from the table above for each grade that you received and multiply it by the number of credits for that course; then repeat the process for each course in which you received a grade of A, B, C, D, or F. Add all of the results together and then divide by the total credit hours in which grades A, B, C, D, or F were received. Note: If a course is repeated, only the most recent grade is used in computing the GPA unless the course is designated as repeatable in the Course Descriptions section of this catalog.

INC (Incomplete Grade)

The instructor may assign an incomplete grade when the quality of work done by the student is satisfactory but the course has not been completed for reasons acceptable to the instructor. Normally, at least sixty percent of the course work must be completed for an incomplete grade to be given. An incomplete grade must be made up within one calendar year of the date that the incomplete appears on the grade report; however, the student and instructor may choose a shorter time in which to complete the course work. The instructor will inform both the Office of Admissions and Records, and the student, in writing, of the steps that the student must take to remove the incomplete grade from the record. Additionally, the instructor will assign an alternate grade to be recorded if the student fails to complete the work in the time allowed. The instructor must fill out and sign an official incomplete form and submit it to the Office of Admissions and Records for the INC grade to be official.

MSG (Missing Grade)

A grade designation of MSG, or a blank, indicates that the course grade is missing for some reason. Please contact your instructor to ensure that the grade was submitted to the Office of Admissions and Records.

NCA (No Credit Attendance)

A grade designation of NCA indicates the students attendance in the class was not sufficient to earn credit.

P/NP (Pass/No Pass)

Students who wish to use the P/NP option must elect to do so by the end of the fourth week of the term. Once a student declares the P/NP grading option, no changes in grading can be made. The student must apply by submitting an application for the P/NP grading option to the Office of Admissions and Records.

A student may apply a maximum of 12 program or elective credits with a grade of P toward a degree at BMCC. This number would include both those pass grades earned in regular BMCC classes and those earned from another college or university. This number does not include either pass grades earned in course work with obligatory pass grades or advanced placement credits transcribed as pass.

The P/NP option is not available in courses being repeated by the student, in courses required for a degree, or in courses in the core area required for an associate of arts degree (pass grades would be accepted in advanced placement test credit.).

The P grade denotes a level of accomplishment of C or better.

Pass grades from other institutions will be examined on an individual basis. If the Senior Director of Student and

Enrollment Services determines that the course meets or exceeds BMCC requirements, then credit may be granted.

Students planning to transfer to four-year schools should determine the policy of that school before electing the P/NP option at BMCC.

In computing credits earned and grade point average, the pass/no pass option would be considered as follows:

- The pass credits will be transcribed as credits earned but will not be computed in the grade point average.
- The no pass credits will show on the transcript as credits attempted but will not be computed in the grade point average.

W (Withdrawal)

A grade of W indicates that the student followed the formal withdrawal procedure and withdrew from the course during the term.

NCA and W grades are not punitive. They simply indicate what took place. A W would indicate that the student withdrew from the class and therefore received no grade. The NCA grade is used by the Financial Aid Office in determining the student's last date of attendance for state and federal Title IV refund/repayment purposes.

Enrollment Status

In addition to the above grades, a student's enrollment status may be entered on a grade report or transcript. These include AU (audit) and CIP (course in progress).

AU (Audit)

This is NOT a grade. It is an enrollment status and must be declared at the time of registration for the course. (See page 15.)

CIP (Course in Progress)

CIP is an enrollment status to be used when a course is scheduled to continue from one academic term into the next. The CIP is not a terminal grade but is, rather, a state of progress to be used until the ending date of the class. At the time a course is scheduled to conclude, the CIP status will be replaced by a grade.

Grade Appeal Process

The responsibility for assigning grades rests with the individual instructor, who uses his or her best judgment in accordance with what is deemed fair, given the requirements of the course and the work performed by the student.

When a student believes that he or she has been awarded an inappropriate grade by an instructor, the first step is to appeal the grade to that instructor in a timely manner, usually within one term. If satisfaction is not received, the next step is to appeal to the Vice President of Instruction.

Grade Point Average (GPA)

Renewal Policy

Students who have previously attended BMCC and have earned poor grades often feel discouraged about trying again. In order to encourage these students, Blue Mountain Community College has established a GPA renewal policy.

BMCC students who return to BMCC after an absence of at least two years and who subsequently pass two academic quarters of work of at least 12 credit hours each quarter with a 2.00 GPA or better, may petition the Senior Director of Student and Enrollment Services to implement the GPA renewal policy. If the petition is accepted, grades for the quarters before the one designated by the student will be changed to no credit. All courses previously taken remain on the transcript, but the grade point average is adjusted. A notation will appear on the transcript indicating that the GPA renewal policy was implemented. All courses included in the GPA renewal policy are still counted as attempted for the purposes of financial aid eligibility.

This policy may be used only once. Students must be enrolled at the time that the policy is implemented. Any courses taken at another college and transferred to BMCC are not subject to the provisions of this policy and are not included in this policy.

Final Examinations

Final examinations are given at the close of each term. Students are required to take final examinations at the regularly scheduled time. Final examination schedules are available online on the Academic Calendar at www.bluecc.edu. If unusual circumstances warrant taking final examinations at another time, the student must make prior arrangements with the instructor.

Academic Achievement Recognition

Blue Mountain Community College recognizes exceptional academic achievement of students at the end of each term and at graduation.

Honor Roll, Dean's List, and President's List

Students may attain honors status each term by qualifying for the Honor Roll, the Dean's List, or the President's List. In all cases, students must have completed 12 or more credits at BMCC with grades of A, B, C, or D and have a resulting GPA for the term of 3.00 to 3.39 for Honor Roll, 3.40 to 3.84 for the Dean's List, and 3.85 or higher for the President's List. The grades of P, NP, INC, W, and NCA do not count toward recognition of academic achievement.

Honors at Graduation

Students with exceptional academic qualifications may graduate from BMCC with honors or high honors. This applies to all college academic and professional/technical degree and certificate programs. To qualify, students must have attended at least two terms and have earned at least 24 credit hours at BMCC. Students must have a cumulative GPA of 3.40 to 3.84 for honors designation and a cumulative GPA of 3.85 or higher for high honors designation.

NOTE: Only the courses used for graduation will be counted in the cumulative GPA calculation. The calculation is performed on all courses completed the term before graduation.

Academic Notification: Warning/ Probation/Suspension

Students pursuing completion of a program will be placed on academic notification for the following reasons:

- The student's term GPA falls below 2.00
- The student's cumulative GPA falls below 2.00
- The student does not successfully complete over half of the credits or courses taken in a term.

A student is notified each term if placed on academic warning, academic probation, or academic suspension.

The first term in which the student's current or cumulative GPA falls below 2.00 or in which the student does not successfully complete over half of the credits or courses taken in the term, the student will be placed on academic warning.

If a student has attempted 36 credits or more and has a GPA below 2.00, or if for a second consecutive term the student's current or cumulative GPA falls below 2.00 or the student does not successfully complete over half of the credits or courses taken in the term, the student is placed on academic probation.

If for a third consecutive term, the student's current or cumulative GPA falls below 2.00 or if the student does not successfully complete over half of the credits or courses taken in the term, the student is placed on academic suspension.

Suspension status normally limits a student to taking from 0 to 8 credits; an electronic hold is put on the student's file.

In the event of academic suspension, the student may request a meeting with the registrar to explain or clarify any unusual circumstances that may have caused the student to do poorly. It is the responsibility of the student to contact the Office of Admissions and Records to set up an appeal meeting. The written appeal should be submitted on the academic appeal form available on the BMCC website and from the Office of Admissions and Records.

If the registrar rules that the suspension is valid, the student has the right to appeal the decision to the Vice President of Instruction. The appeal process can be found in the Student Handbook and may be further clarified at the Office of Admissions and Records.

Prior Learning Credits

The purpose of awarding credit for prior learning at BMCC is to acknowledge and validate knowledge, skills, and competencies acquired by students through experience. With the exception of cooperative work experience (CWE) credits (see page 27), students receiving alternate credits are not eligible for state or federal aid.

The maximum number of credits that may be earned through credit for prior learning (a combination of credit by examination, college level examination program [CLEP], advanced placement [AP], and military credit) is no more than 25 percent of the credits needed for a certificate or degree.

Credit By Examination: Currently enrolled students may obtain credit for certain courses by satisfactorily passing a comprehensive examination or series of examinations. A student may not obtain credit by examination for a course at a lower level than one in which he or she has already demonstrated competency. Some courses are not eligible for this program. Students wishing to obtain credit in this manner must pay a fee in addition to any other tuition and fees that the student may have paid in that quarter. The Office of Instruction, 541-278-5969, has all forms and makes all arrangements for credit by examination. Students are limited to 15 credits by examination.

College-Level Examination Program (CLEP): Through CLEP exams, students can earn credit in areas where they have

already achieved college-level learning. Please contact the Office of Admissions and Records Office, at 541-278-5759 or by email admissionsandrecords@bluecc.edu, for information about the CLEP.

Advanced Placement (AP) Test: Students may earn credits in certain courses by taking tests administered by the Advanced Placement Program of the College Board. The Office of Admissions and Records will determine the exact number of credits in cooperation with the appropriate instructional department. Scores must be in the range of 3 to 5 to earn any credit. AP credits are transcribed with a P grade. All accepted AP credits are reflected on BMCC transcripts. Please contact the Office of Admissions and Records, at 541-278-5751, or admissionsandrecords@bluecc.edu, for more information.

Military Credit: Military credit will be evaluated according to American Council of Education guidelines. Typically, credit is considered only when it is equivalent to regular course offerings. Military credits are restricted to a maximum of 12 credits.

Department-Based Credit: Departments have the ability to award prior learning credits. Please contact your academic department for more information.

Transfer Credits

Transferring Credits to BMCC

Students wishing to transfer credits to BMCC should complete an academic transcript evaluation request form, which can be found at www.bluecc.edu with admissions forms, at the Office of Admissions and Records on the Pendleton campus, or at any of our centers. The college requires official transcripts from other colleges.

Transferring Credits from BMCC

Up to 120 lower division transfer credit hours earned at a community college could transfer and be accepted toward graduation requirements by colleges and universities of the Oregon University System (OUS): University of Oregon, Oregon State University, Portland State University, Eastern Oregon University, Western Oregon University, Southern Oregon University, and Oregon Institute of Technology.

Discuss transferability of courses with both your academic advisor and the school to which you wish to transfer in order to facilitate a smooth transition from BMCC to a four-year institution.

Curriculum Deviations

A student wishing to substitute or waive courses should first discuss the request with his or her advisor. The advisor will assist the student in completing the curriculum deviation form. All requests for waivers and exceptions to requirements for degrees and certificates must be submitted by the advisor to the Registrar. The signature of the Registrar or the Vice President of Instruction must be obtained before the deviation may be accepted.

Application for Degrees and Graduation

Students must apply for degrees, certificates, and the Oregon transfer module (OTM) through the Office of Admissions and Records in Pendleton. Application should be made two terms before program completion. Refer to the academic calendar in the front of this catalog for specific dates.

The student's academic advisor will assist the student in the completion of the graduation application and degree worksheets (check-off sheets). Degree worksheets (check-off sheets) are outlines of the courses and grades required for graduation.

Students who complete requirements for a degree or certificate and have submitted an application for graduation with the Office of Admissions and Records according to published timelines will receive their diplomas by mail.

College Costs Tuition and Fees

Tuition and fees are subject to BMCC Board of Education policy and may be changed at any time. Please refer to our web page at www.bluecc.edu or call the college at 541-278-5759 to obtain current rates.

Students are considered to be full-time students when they are enrolled for 12 credit hours or more.

In-State Residents: For tuition purposes, Oregon residents and residents of California, Idaho, Nevada, and Washington are charged at the in-state resident rate of \$60.20 for each credit hour, beginning with the fall term of the 2005-6 academic year. Rates for the 2006-7 academic year, beginning with fall term 2006, are not yet determined.

Out-of-State Residents: The tuition rate for out-of-state students (other than the states listed above) is \$120.40 for each credit hour. If out-of-state students obtain Oregon residency, they may be eligible to receive a tuition credit during the first term in which they are an Oregon resident, not to exceed fifty percent of the tuition that they paid the previous term. For more information contact the cashier in the Department of Student and Enrollment Services.

International Students: The tuition rate for international students is \$120.40 for each credit hour.

Senior Citizens: The tuition rate for a resident who is sixty-two years of age or older is fifty percent of the regular tuition rate for all credit classes. Course fees for non-credit classes and customized training will be set individually. Additionally, all other course, laboratory, or access fees apply. Normal registration procedures are required.

In all above categories, certain courses may require a laboratory or physical education fee in addition to tuition. Fees are listed in the Schedule of Classes where applicable. In general, the fees applied are as follows:

- **Adult High School Diploma and Credit Recovery Fee:** \$30 for each half-credit each term plus a \$20 book fee.
- **Agriculture Course Fee:** \$30 each term if any agriculture class is taken; limit of one fee for each student each term.
- **Art Class Fee:** certain courses are assigned a fee of up to \$30; fees are listed in the Schedule of Classes where applicable.
- **Athletic Insurance Fee:** \$100 each academic year (intercollegiate sports).
- **Audit Course Fee:** One-half of regular tuition.
- **Credit by Exam Fee:** One-half of regular tuition.
- **Dental Student Fee:** \$100 each term.
- **Distance Education Course Fee:** \$55 for each distance education course; \$25 of this fee is refundable if a student drops the course during the refund period.
- **Dual Credit Fee:** transcription fee of \$10 each credit.
- **Graduation Fee:** \$30 (includes diploma).
- **Nursing Student Fee:** \$200 each term.
- **Official Transcript Fee:** \$5 for each transcript
- **Physical Education Fee:** \$10 for each course
- **Prior Experience Credit:** (up to 12 credits) one-half of regular tuition.
- **Returned Check Fee:** \$15 for each occurrence.
- **Science Laboratory Fee:** \$10 for each hour of laboratory per week.
- **Security Fee:** \$3 each term for students taking 1 or more credits.
- **Special Examination Fee:** varies (charges are based on the nature of the examination).
- **Special Program (ABE, GED, or ESL) Fee:** \$20 one time, each term.
- **Student Access Fee:** \$15 each term for students taking 1 or more credit hours.
- **Student Activity Fee:** \$1.50 for each credit hour.

In addition to the fees listed above, certain courses and services (such as Computer-Aided Drafting, Emergency Medical Technician and Industrial Maintenance Technology) may have additional fees associated with them. Students should check the Schedule of Courses to determine specific fees.

Payment of the stipulated fees by full-time and part-time students registered for academic credit entitles them to all services maintained by the college for the benefit of students. These services include use of the college student union, computer laboratories, library, laboratory and course equipment, materials in connection with courses for which the students are registered, and admission to some events sponsored by the college. No reduction in fees is made for students who do not intend to avail themselves of these services.

Paying Tuition

Tuition and fees are payable in full by cash, check, or credit card (Visa or MasterCard) by the tenth class day of fall, winter, and spring terms or the equivalent day of terms or classes of varying length. Students may also use financial aid funds or third-party agency funds to pay their tuition and fees if they are eligible for these funds. Payments can be made at any location, by mail, or over the Wolfweb.

Tuition Installment Plan: BMCC's tuition installment payment plan is designed to assist students in paying their tuition and fees by setting a reasonable timetable and structure for payment. Students may sign-up for this plan at the business

office window at the Pendleton campus, at the front office at the branches, or through the BMCC website. An agreement is not binding for the college until a representative of the business office has signed the completed form. Upon such signature, BMCC will return a copy of the signed document to the student. The plan will consist of a down payment of \$100 plus a \$20 processing fee. The balance of tuition and fees will be paid in two installments due at the fourth and eighth week of the term (or equivalent for terms of varying length). Late fees of \$15 will be charged for each late payment.

Late Payment Fees: Students who have not paid or made payment arrangements by the end of the tenth class day in fall, winter, and spring terms or the equivalent day of terms or classes of varying length will be assessed late fees. If payment or payment arrangements are still not made by the end of the fifteenth class day in fall, winter, or spring terms or the equivalent day of terms or classes of varying length, an additional \$25 late-payment fee will be assessed.

Tuition Refund Policy

Students who withdraw from courses and who have complied with regulations governing withdrawals are entitled to certain tuition refunds depending on the time of withdrawal. Tuition refunds are calculated as follows:

- First ten class days or the equivalent day of terms or classes of varying length: 100 percent.
- After the first ten class days or the equivalent day of terms or classes of varying length: 0 percent.

Financial Assistance

Federal School Code: 003186

Federal and State Aid

Blue Mountain Community College's Office of Financial Aid and Veterans' Benefits is located in Morrow Hall on the Pendleton campus. Office front-counter service hours are Monday through Friday from 8 a.m. to 5 p.m. In addition, the service window will be open until 6 p.m. on the first two Mondays of each term. Students can contact the Financial Aid Office by phone at 541-278-5790 or by email at finaid@bluecc.edu. The financial aid staff is available to assist students in applying for and receiving the following sources of financial assistance:

- Federal and state aid
- Certification of veteran's education benefits
- Student employment
- BMCC tuition scholarships (athletic, music, drama, and skills challenge)
- Emergency loans (available on a very limited basis and as funding allows)

BMCC participates in the following types of federal and state aid:

- Federal Pell Grant
- Federal Supplemental Educational Opportunity Grant (FSEOG)
- Federal Work Study
- Federal Family Education Loan (FFEL, Federal Stafford-Subsidized and Unsubsidized)
- Federal PLUS (Parent Loans for Undergraduate Students)
- Oregon Opportunity Grant

Applying for Federal and State Aid: Students must file a FAFSA (Free Application for Federal Student Aid) form annually in order to receive federal and state aid. Students may apply online at www.fafsa.ed.gov or may complete and submit a paper application. Be sure to include BMCC's Federal School Code (003186) so that BMCC receives the FAFSA information. Applying online can reduce the amount of time for processing financial aid by approximately three weeks. Note: January 1, 2005, was the first day of the financial aid application period for the 2005-6 academic year (July 1, 2005, through June 30, 2006).

Disbursement of Aid: Students will receive the balance of their financial assistance, if they have a credit balance on their student account, in the mail. Checks are mailed out approximately two weeks after the start of the term (typically mailed on the Monday following the second week of classes with the exception of summer term, which cannot be disbursed until July 1). For actual disbursement dates please check the financial assistance page on our website at www.bluecc.edu.

Aid-Ineligible Courses: The following courses are ineligible for aid purposes:

ANS 031	HD080
CJ 111	MTH 010
CJ 114	RD 015
CJ 130	RD 025
CJ 210	SPL 015
CJ 232	VOCB 015
CS 020	WR 015

Mid-Year Transfer Students: A student who transfers to BMCC during a given academic year **and** who received financial assistance at the previous college should contact the BMCC Office of Financial Aid as soon as possible. In most cases, the student's federal and or state aid award at BMCC will be reduced by the amount of aid that he or she received at the previous college.

Taking Courses at BMCC AND another Institution (Co-enrolled): Students planning to take courses from BMCC and another college must complete a consortium agreement and a transfer-course evaluation form. The consortium agreement is valid for one academic year; however, students must complete the transfer-course evaluation form for each term and for each college from which the student plans to take courses. To obtain forms and additional information regarding co-enrollment, contact the Director of Financial Aid at 541-278-5753 or e-mail finaid@bluecc.edu.

Second Degree: Students who have received an associate's, bachelor's, or master's degree and who wish to receive financial aid from BMCC must complete a length of time (LOT) appeal and submit it, along with appropriate documentation, to the Office of Financial Aid. Students will be notified in writing within two weeks of the decision made. The appeal process does not guarantee an award.

Total Withdrawal and Return of Federal Aid: When students withdraw from or quit attending all classes before completing more than 60.01 percent of the term for which they are eligible, aid will be recalculated based upon the percent of the term completed. For example, if a student withdraws after completing only thirty percent of the term, the student will have "earned" only thirty percent of the federal aid they received (other than Federal Work Study). The student and/or BMCC

must return (repay) the remaining seventy percent of the federal funds that he or she received to the federal government. This policy applies to all students receiving federal Title IV aid who withdraw, drop out, or are suspended from BMCC. Types of federal Title IV funds that students can receive while attending BMCC that would be included in this policy are: Federal Pell Grant, FSEOG, and FFEL (Federal Stafford Loans).

For additional information regarding this policy and for more detailed information about the Office of Financial Aid, please visit BMCC's website at www.bluecc.edu. Students may also contact the financial aid office at the phone numbers or e-mail addresses listed above.

Other Financial Assistance

Foundation Scholarships

The Blue Mountain Community College Foundation offers scholarships to both full- and part-time students. Scholarship information and scholarship applications are posted on the college website, www.bluecc.edu. Most full-time scholarships are awarded during spring term for the next academic year. Scholarships for part-time students may be available each term. An applicant must be enrolled before a scholarship can be awarded. Stipulations concerning financial need, credit hours, grade point average, and area of study may apply.

The BMCC Foundation posts information on their scholarships as well as information that it receives from local civic groups; fraternal organizations; and state, regional and national agencies. For further information, contact 541-278-5775.

BMCC High School Student Tuition Scholarships

Blue Mountain Community College has scholarships available to students graduating from each of the high schools located in our tri-county area. Scholarship applications are made available at each of the area high schools in February and have a March deadline. Students should contact their high school counselors for further information.

Emergency Loans

BMCC's emergency loan procedure is designed to assist students with direct educationally related costs (books and supplies) in the period between the start of classes and financial assistance disbursement. A student may, in very rare instances, receive an emergency loan without the benefit of forthcoming financial assistance; applicants must demonstrate a need that is unanticipated in nature or is the result of another unanticipated expense. If a student is receiving financial aid, he or she must demonstrate a need that cannot be deferred until the day of financial aid disbursement. For assistance with this process, please contact the BMCC Business Office or the Office of Financial Aid at 541-278-5790 or email finaid@bluecc.edu, or staff members at the Pendleton campus front counter or at one of the BMCC centers assist can you through this process.

Book Vouchers

The book voucher program is designed to help students with financial assistance awards in excess of their tuition and fees to purchase texts and materials for classes in the period between the start of classes and financial assistance disbursement. Such students may obtain book vouchers at the

student services counter located in Morrow Hall on the Pendleton campus. Students who are not able to travel to the Pendleton campus may work with the staff at the BMCC center where they are attending classes. Bookstore charges will be applied to the student's account and deducted from available financial assistance. In no case will a student be allowed to charge beyond the amount available on his or her student account.

Student Employment

BMCC has a variety of positions open to students throughout the year. Please contact the financial aid and veteran's benefits office at 541-278-5790 or finaid@bluecc.edu for additional information, to view open positions and apply for jobs. Students will be required to attend a new student employee orientation session and complete all required paperwork before employment begins.

Veterans' Educational Benefits

BMCC's certifying official for veterans' affairs is located in the Office of Financial Aid and Veteran's Benefits in Morrow Hall on the Pendleton campus.

General Information about applying: In order to receive Veterans Administration (VA) educational benefits veterans must:

- ✓ Take the BMCC placement test to determine proper course placement before enrollment
- ✓ Be assigned an academic advisor
- ✓ Be pursuing a BMCC degree or certificate

To begin receiving educational benefits, veterans must complete the following steps:

(Chapter 30)—Discharged from Active Duty

Apply for education benefits (Form 1990) online at <http://vabenefits.vba.va.gov/vonapp/main.asp>

Once the online application has been completed, the veteran must provide our office with all of the following completed documents:

- ✓ Copy of the veteran's DD-214
- ✓ BMCC enrollment certification information form
- ✓ BMCC veteran's student rights and responsibilities form

(Chapter 1606)—Reserves

Apply for education benefits (Form 1990) online at <http://vabenefits.vba.va.gov/vonapp/main.asp>

Once the online application has been completed, the veteran must provide our office with all of the following completed documents:

- ✓ Copy of the Veteran's Notice of Basic Eligibility (NOBE)
- ✓ BMCC enrollment certification information form
- ✓ BMCC veteran's student rights and responsibilities form

(Chapter 35)—Dependents' Education Assistance

Apply for survivors and dependents education benefits (Form 5490) online at <http://vabenefits.vba.va.gov/vonapp/main.asp>

Once the online application has been completed the veteran must provide our office with all of the following completed documents:

- ✓ BMCC enrollment certification Information form
- ✓ BMCC veteran's student rights and responsibilities form

The BMCC enrollment certification information and BMCC veteran's student rights and responsibilities forms can be found on the Financial Assistance page of BMCC's website.

Note: other documentation may be required depending on the VA chapter. The veterans' clerk may certify a veteran's enrollment for up to one academic year. A new enrollment certification form must be completed each year. Contact the veterans' clerk at 541-278-5165 or email finaid@bluecc.edu for more information.

Send completed information to the veteran's clerk at BMCC, P.O. Box 100, Pendleton, OR 97801. Please allow two to three weeks for processing and certification of your enrollment to the VA. Upon receipt of the certification, the VA may take additional time to process your payments. Typically, students are paid monthly for the prior month's enrollment. For example, you will receive payment in the month of October for September class days, and in November you will receive payment for October. Tuition will be due before you receive your first VA payment. If you are unable to pay your tuition in full by the due date, you may set up a tuition installment plan with the BMCC Business Office on or before the due date. If you cannot make any payments, late fees will be added to the cost of your tuition if you do not drop the courses by the specified date. Tuition due dates are posted on our website, in the student handbook, and at various locations at the Pendleton campus and the college centers.

Additional Information about Veterans' Benefits:

The following rules apply to non-punitive grades. Benefits will not be paid for a grade of audit (AU). If a grade of incomplete (INC) is given, the veteran has one year from that date to complete the class and receive a letter grade.

Program Changes: Veterans who will be changing their degree program must contact the veterans' clerk immediately. A request for change of program form must be completed and the change must be submitted to the VA.

Transfer Students: Students must provide official grade transcripts from all colleges or postsecondary schools previously attended. Transcripts should be sent to: Blue Mountain Community College, Admission and Records Office, P.O. Box 100, Pendleton, OR 97801.

It is the responsibility of the veteran to request a transcript evaluation from the Office of Admissions and Records at the Pendleton campus. In addition, a Change of Program form must be completed and returned to the veterans' clerk. The veterans' clerk will forward all changes to the VA. The VA clerk may certify up to one term in a pending status while awaiting completion of the transcript evaluation. If the evaluation has

not been completed by the end of that term, no further certification will be made until the completed evaluation has been received.

Advance Pay Request: Veterans who need financial assistance to begin classes may request advance pay for the first term. Requests must be made four to six weeks before the beginning of the term. With advance pay, veterans are paid for the first two months of the term; however, the VA pays based on the number of days that the veteran was enrolled for a given month. For example, if fall term begins the last week of September, the advance paycheck would be for part of September and all of October. The advance check is sent directly to the BMCC Business Office.

Certification Periods: The VA clerk will certify based on BMCC's official academic calendar. Some courses vary in length. The VA clerk will certify enrollment according to each course's beginning and ending dates, which may affect the rate of pay. If you have questions, please contact the VA clerk.

Pay Table: Rates of pay depend on the veteran's chapter and his or her enrollment level. BMCC will inform the VA of any changes during the term, which may result in adjustments to the monthly allowance. It is the veteran's responsibility to report any changes to the veterans' clerk.

Pay rates are updated each year, usually in October. Veterans may be eligible for additional tuition assistance, or "kickers". The VA can provide information regarding additional eligibility. Additional information and the current pay table are available at www.gibill.va.gov or at the Veterans Administration by calling 1-888-442-4551.

Other Assistance to Veterans

In addition to certifying standard veterans' benefits, BMCC offers the following benefits to veterans and their spouses:

Returning Veterans Enrollment Incentive: Available to any member of the armed services currently on active duty or honorably discharged within the last eighteen months. Veterans who qualify will have the first year of tuition for credited classes discounted by fifty percent. This benefit does not cover books, supplies and fees, unless they are funded by the Montgomery GI Bill or tuition assistance.

Tuition Waiver for Spouses of Deployed Military Personnel: This benefit pertains to military spouses and dependents of military personnel deployed with units of Army /Air National Guard and other military services. Applicants need to provide orders or other verification from the branch of service of eligibility to BMCC's veteran's certifying official. The Oregon State Military Education Department can assist in the process of verifying deployment orders and dependency issues. Qualifying students are charged tuition at \$30 for each credit up to 12 credits, with a minimum class load of 6 credits. For any credits taken above 12, the student pays full tuition.

For additional information, please contact the Office of Financial Aid and Veterans' Benefits at 541-278-5165 or by email at finaid@bluecc.edu



Services and Programs for Students

Academic Services

Testing Services

Testing services are available at all BMCC locations. Services will vary by site. Contact the BMCC center nearest you for schedules, appointments, and details.

The testing centers provide placement testing services to help a diverse student population successfully achieve their educational goals. The testing centers also provide test proctoring services for distance education students, special accommodations testing, GED testing, and various tests for professional licenses and certifications. Information on other testing services is available upon request.

Academic Advising

The Academic Advising Philosophy at Blue Mountain Community College states, “Academic advising is a collaborative process through which advisors assist students with timely, meaningful educational planning that is compatible with the students’ life goals. The advisor serves as teacher and guide in an interactive partnership with the student. Advising encourages students to think critically, seek out resources, and develop action plans.”

Academic advising is available for every student at BMCC to help students effectively plan to meet their educational goals. An advisor will be assigned to students seeking a degree; part-time students are encouraged to participate in the advising process. There is an advisor for every academic program at BMCC. Students planning to transfer to a four-year college or university can find catalogs, applications, scholarship information, and other helpful information from all Oregon University Systems schools and other colleges in the Pacific Northwest by contacting the testing center on the Pendleton campus. Advisors can assist you in using this information to better plan your education.

To see an advisor, you can call or stop by the advising center in Pendleton (Morrow Hall, room 117), call 541-278-5931 in Pendleton, or contact the center nearest you to have an advisor assigned. You can set up appointments directly through your assigned advisor, or the centers can set them up for you.

Orientation

Orientation is offered to all new and transferring students. The orientation is an informative program covering advising and registration procedures, student activities, services and resources, success strategies, and career information for students at BMCC. Degree-seeking students entering BMCC for the first time, including transfer students, will be assigned or

asked to choose an orientation session that meets their schedule. Orientation is open and encouraged for all students, whether degree-seeking or not.

Bookstore

The BMCC Bookstore is located adjacent to the library in Pioneer Hall at the BMCC campus in Pendleton and provides services to all students at all BMCC locations. Bookstore products and services include new and used textbooks, study aides, calculators, school and art supplies, sundries, and stamps. The bookstore also offers a wide selection of clothing, gifts, snacks, and beverages. Software is available to students and staff at a discounted education price.

Textbooks are also made available at the centers in Baker City, Milton-Freewater, and Hermiston for classes held at those campuses. If you are taking classes at any other location and have questions about textbook purchases, please contact the center directly.

Please contact the bookstore for our book refund and buy-back policy.

For your convenience, the bookstore provides a website for ordering textbooks online, www.bookstore.bluecc.edu. For more information or questions regarding the site, please contact the bookstore at 541-278-5733.

Copy Center

The BMCC Copy Center is located in the bookstore in Pioneer Hall on the Pendleton campus and is open to the public. The center offers a variety of services that include: black and white or color copies, term paper covers, resume paper and printing, binding of note papers or articles, and many other options. It is available for drop-off service. Please stop in and speak with a member of the copy center staff for more information, or call 541-278-5966.

Shipping Center

Located in the bookstore in Pioneer Hall on the Pendleton campus, the shipping center provides United States Postal Service, United Parcel Service, and Federal Express services, all available to the public. For more information, please contact the shipping center at 541-278-5733 or the bookstore at 541-278-5787.

Food Service

Food service is available on the Pendleton campus between 8 a.m. and 2 p.m., Monday through Friday, during days on which classes meet.

Library and Media Services

The BMCC Library and Media Center plays a vital role in the teaching and learning process. Through its various services, the center connects people, technology, and resource collections for student success in academics and in the pursuit of lifelong learning goals.

Located in Pioneer Hall on the Pendleton campus, the center provides a physical space for BMCC students, staff, and faculty and the general public to use a carefully selected collection of books, audio and video tapes, periodical titles, and newspaper subscriptions. Students may browse current

journals, magazines, and regional newspapers; individual carrels accommodate quiet study while mezzanine rooms provide for small group work and media listening/viewing sessions. Computer workstations and networked study carrels for laptops are available. along with a copier and laser printer.

The library's web-based homepage expands its collection and the availability of library services to students. Here, use of the Internet is guided by links to subscription-based indexes and full-text databases, recommended websites, request forms, study aids, and tutorials. To find the homepage, students should go to <http://www.bluecc.edu/library>. The online public catalog provides rapid identification of media and print holdings at BMCC, other schools, and public and academic libraries in eastern Oregon. BMCC library cards, available to all students, allow students to gain additional services, including access to web-based journal and newspaper databases, electronic reserves, and direct online requesting for materials not in the BMCC library. Librarians are available for reference assistance and course-related research instruction either in person or through our "Ask a Librarian" feature on the library homepage.

Regardless of when and where students participate in courses, the Library and Media Center is available to retrieve and evaluate information in a society that places increasing importance upon these skills. For more information, call 541-278-5916.

Services for Students with Disabilities

The Office of Services for Students with Disabilities is committed to providing equal access to all students with disabilities who qualify through proper documentation. Providing reasonable services to students with disabilities to remove barriers to physical spaces and program access is an important goal at BMCC. Faculty and staff are informed, understanding, and supportive.

Students may request services any time and are expected to provide appropriate documentation of their disability(ies) at the time of the initial request. Those requiring assistance with any step of the process for services for disabilities or with any process on campus (such as admissions and financial aid) may work with the coordinator of services, located at the Pendleton campus but available to all students at any BMCC location, to make the process smoother. Once the student has been qualified for services, the coordinator and the student will work together to determine which services will most benefit the student in a particular situation. All accommodations are arranged on an individual basis. Each campus is equipped with a computer featuring some of the most popular assistive technology available for people with disabilities.

Other available support services include learning diagnostics, advocacy, regular campus visits by agencies, academic and career advising, special parking, resource and referral information, and other reasonable services as needed. Some accommodations take time to prepare and require advanced notice. For further information, contact the coordinator at 541-278-5807.

The Learning Laboratory and Tutoring Program

The tutoring program offers a number of services to students who wish assistance with classes. Students may receive tutoring in a specific subject area or in overall skills. One-on-one tutoring and group tutoring are provided at no cost to the BMCC student for subjects where a qualified tutor can be found. To receive tutoring, or to apply to become a tutor, students need to fill out and return the appropriate forms, which are available in the Learning Laboratory on the Pendleton campus or at the front service counter at any BMCC site. An instructor may refer students needing tutors to the Department of College Preparatory Programs; students also may come to the department on their own initiative. Drop-in tutoring is available for all writing levels and for math through MTH 111 on the Pendleton campus.

TRiO Student Support Services

The TRiO/Student Support Services (SSS) program at BMCC, available to students on the Pendleton campus, is a federally funded program that provides comprehensive academic support services to help students succeed in college. Support services include tutoring in math, sciences, writing, and most other academic subjects; academic and financial aid advising; career development and testing; training in study skills and time and stress management; degree planning; baccalaureate transfer mentoring; problem solving and crisis intervention; scholarship attainment; grant-aid; and book loans. Our job is to help you achieve your academic goals. Program services are free to eligible students.

To qualify, you must be a U.S. citizen, seeking a degree, and meet at least one of the following criteria: be a first-generation student (neither parent graduated with a bachelor's degree), have low income, or have a documented disability.

Let us help you meet the challenges of college life. Applications are available in Morrow Hall on the Pendleton campus, Room 141. For further information, call 541-278-5853.

Co-Curricular Activities

Athletics

BMCC participates in both the Northwest Athletic Association of Community Colleges (NWAACC) and the National Intercollegiate Rodeo Association (NIRA). The NWAACC is the parent organization for thirty-six community colleges in Oregon and Washington. BMCC sponsors athletic teams under the NWAACC, including women's volleyball, men's and women's basketball, women's softball and men's baseball. The BMCC rodeo team competes in the NIRA Northwest Region with universities and colleges from Oregon, Washington, and Idaho. NWAACC and NIRA colleges provide a variety of academic and vocational offerings as well as many enrichment activities for their students.

Under the guidance of BMCC's coaches and athletics director, student athletes will be part of an athletic program that:

- Stresses academic, personal and athletic excellence.
- Strengthens success-producing traits such as dedication, discipline, focus, integrity, communication, organization and leadership.
- Emphasizes the value of teamwork.
- Creates a positive, lasting memory of BMCC for each athlete.

BMCC has been active in the rodeo world almost since the college was founded. Our men's and women's rodeo teams compete in intercollegiate rodeos throughout the Northwest and nationally. The team has enjoyed great success over the years by winning numerous regional championships and by winning the national championship in 1987 and the national reserve championship in 1999. The BMCC rodeo team has produced many regional and national champions who have gone on to participate in the Professional Rodeo Cowboys Association (PRCA) and become world and national PRCA champions.

Students interested in becoming part of the Timberwolves' pride and spirit are encouraged to contact the BMCC Athletics Department or team coach.

BMCC Athletics Department	541-278-5900
Baseball	541-278-5900
Women's Softball	541-278-5895
Men's Basketball	541-278-5893
Women's Basketball	541-278-5894
Women's Volleyball	541-278-5910
Men's and Women's Rodeo	541-278-5930

Clubs

BMCC offers a variety of student activities that enhance the cultural atmosphere of the Pendleton campus and provide educational, recreational, social, and leadership opportunities for interested students. For more information contact the Associated Student Government (ASG) club coordinator in the ASG Office in Pioneer Hall on the Pendleton campus.

Housing

Blue Mountain Community College does not provide on-campus housing. Students living away from home must assume responsibility for housing arrangements. A list of private homes and apartments for rent is available on BMCC's web site. A list of area rentals is also available on the web by accessing the *East Oregonian* through our library homepage.

Music

The Department of Music offers opportunities for students to participate in a myriad of award-winning performing ensembles, including choir, vocal jazz ensemble, the College Community Jazz Band, and two local symphonies. Students may take inexpensive lessons in guitar, piano, and voice and avail themselves of opportunities to develop musicianship and songwriting skills. Departmental offerings also include survey courses in traditional Western European art music and the history of jazz, rock, and country music. A small vocal ensemble is available to perform for local service groups and at area schools. For more information about this program, please call the music department at 541-278-5944.

Publications

Wolf Echos is the campus newsletter written, edited, and managed by the Associated Student Government. Students interested in contributing information or articles may contact the ASG publicity officer at 541-278-5948 or by email at bmccasg@bluecc.edu.

Student Government

Blue Mountain Community College has an active student government that is supported through the student and enrollment services office. The Associated Student Government (ASG) is responsible for planning various cultural, governmental and entertainment events as well as contributing to college governance committees. The executive committee of the ASG consists of the president, vice president, secretary, treasurer, club coordinator, publicity director, and outreach liaison officer. The remaining members of the ASG are student senators. BMCC students interested in becoming an active member of ASG should contact an executive committee member at 541-278-5948 or by email at bmccasg@bluecc.edu. All BMCC students are encouraged to become involved.

Theater Arts

The BMCC Theater Arts Program has a forty-year history of collaborating with the local College Community Theater organization and with the Music Department in producing three main-stage productions each academic year in the 280-seat Pioneer Theater on the Pendleton campus. These productions offer our students and the general public excellent creative opportunities and essential training for performance-based careers. In the spirit of community-driven theater, students are given direct experience within all areas of theatrical production, including acting, scenic, lighting, costume design and building, stage management, and assistant directing. For more information contact the Fine Arts Department at 541-278-5944.

College Preparatory Programs

The department of College Preparatory Programs is located in Room 135 of Morrow Hall on the Pendleton campus, and is open during the regular college day and until 7 p.m. on Tuesdays and Thursdays.

The department includes the following program areas: adult basic skills (adult basic education/ABE), general educational development /GED preparation, adult high school diploma/AHSD, and English as a second language/ESL; JOBS program; college preparation courses; and the Learning Laboratory, which includes the tutoring program. (See page 24 for a description of Learning Laboratory services.) The department also offers two transfer courses: HD100 College Survival and Success and HD206 Coping Skills for Stress; see the Course Description section of this catalog for more information on these courses. For more information about any of these programs, call 541-278-5803 or go to www.bluecc.edu (programs & classes/college prep & skills development).

College preparatory classes may be conducted in a laboratory setting where students can earn varying amounts of credit and work at their own pace, in a traditional classroom setting, or by distance education. In the laboratory setting, instruction occurs one-on-one between student and instructor, in small group sessions, among peers, and through tutorial software on the computer. These individualized courses provide students with a great deal of flexibility in scheduling. The tutorial setting, the classroom setting, and the distance education alternative give students the opportunity to develop their knowledge in a number of subjects and helps them identify and overcome difficulties that they may face in their own learning processes. College Preparatory Programs include:

Adult Basic Education (ABE)

The ABE program serves non-high school graduates who are at least sixteen years of age and not enrolled in school. Students who are sixteen and seventeen must have a release from the high school district in which they reside. In addition, instruction is available for students interested in improving basic skills in reading, writing and/or math, even if they have a secondary credential. After attending an orientation session, students can begin receiving instruction at any time throughout the year. ABE programs operate at the Pendleton campus and its satellite, Pendleton Eastside; and at the centers in Baker City, Boardman, Enterprise, Hermiston, Heppner, La Grande, Milton-Freewater, and John Day.

Adult High School Diploma Program (AHSD)

The AHSD is designed for students who choose to fulfill all credit and competency requirements deemed necessary for a high school diploma in Oregon. The diploma is issued by BMCC. Students can earn credits through BMCC's high school completion courses, by attending college classes, or by satisfying some requirements with work experience and/or life experience. Students earning an AHSD may participate in the BMCC commencement exercises held in June.

General Educational Development (GED)

GED preparation is available for students who wish to study to pass the GED test. The equivalency certificate is earned when the student receives passing scores on the five parts of this standardized exam. A school release is required before an individual under eighteen years of age may attempt the test. Information on testing and school release may be obtained from the BMCC testing center in Pendleton or at any BMCC site, the Department of College Preparatory Programs, or from the staff of any ABE program. Students earning a GED may participate in the BMCC commencement exercises held in June.

English as a Second Language (ESL)

ESL instruction is offered for people for whom English is not their primary language. They can receive instruction in oral communication, adult survival skills, and English reading and writing skills.

¡Aprenda inglés ahora!

Si quiere más
información, llame
a Jason Wood
541-278-5804
o mande un email a
jwood@bluecc.edu
(Se habla español)

www.bluecc.edu

JOBS Program

JOBS for Oregon's Future is a community-based program designed in response to federal legislation to provide an opportunity for families on public assistance with children to obtain education, training, and employment that will allow them to be self-sufficient.

As the prime contractor for this program, BMCC offers basic skills, pre-employment skill development, work simulation, and work experience to participants at sites in Pendleton, Hermiston, and Milton-Freewater. The basic emphasis is for individuals to improve academic skills and, if appropriate, earn a GED. Work-readiness activities are offered in a variety of settings to facilitate self-awareness and job-readiness skill development, which will empower the participant and encourage independence. For more information, please call 541-276-9050, extension 229.

College Preparation Courses

Some students decide independently to take college preparation, courses to improve their basic skill knowledge; others are advised to do so because of their placement scores; and some are referred by instructors focusing upon their performance in the classroom. Courses include three levels each of writing improvement and math improvement, a vocabulary course, and a spelling improvement course. Students are placed in college preparation courses by the scores they have earned in the COMPASS placement exams, except for spelling improvement. For spelling classes students are screened in the department before beginning their course work. College preparation courses are offered at BMCC locations in Pendleton, Hermiston, Milton-Freewater, Baker City, and Enterprise.

Academic Partnerships

Business Partnerships

Apprenticeships

Blue Mountain Community College oversees the training of more than 100 apprentices under contract with the Oregon Bureau of Labor and Industry (BOLI). Employers are encouraged to contact BOLI for apprenticeship benefits and requirements. A list of almost ninety apprenticeship trades can be found at www.boli.state.or.us/apprenticeship/aptrng.html. For more information and BOLI contacts, call 541-276-6233, or toll free 1-888-441-7232. You may also contact the BMCC Office of Instruction at 541-278-5969.

Cooperative Work Experience (CWE)

Students may earn college credit for cooperative work experience (CWE) related to their occupational goal. Such work experience must take place at work sites approved by the college and be monitored by the course instructor. The experience may be in business, industry, agriculture, or education, or with public service agencies that are willing to enter into work experience agreements with the college.

To find out more about the CWE program, check with the course instructor, your advisor, or contact the Office of Admissions and Records.

Customized Training Services

Each business has unique education and training needs. BMCC's customized training team can meet those needs with everything from existing courses to custom-designed programs. Examples include staff training on the use of the Internet for ordering tools and supplies, GED preparation between shifts, and job-specific skills taught by on-site experts. BMCC's Customized Training Department has made training possible and cost-effective for both large and small businesses.

National certification programs in office software, customer service, and ammonia refrigeration are three examples of customized training available to keep pace with technology. Whether you are processing insurance claims or manufacturing recreational vehicles, BMCC's customized training team can help make your employees more skilled and your organization more competitive. For more information, go to our website at www.bluecc.edu/businessindustry or call us toll-free at 888-441-7232.

Farm Business Management Program

BMCC's Farm Business Management (FBM) Program is designed to help farmers and ranchers with the management aspect of their business. The program is flexible and adaptable to serve the unique needs of each farm and ranch business client., who may enter classes or arrange individual sessions at any time of the year for various lengths of time. The benefits of this program include individualized instruction in an applied learning environment and access to low-cost courses through extended campus sites.

The FBM program provides instruction in accurate record

keeping and accounting, information-based decision making, and projecting and analyzing costs of production. The program introduces user-friendly business tools and provides support for implementing management plans and strategies. The FBM program meets the requirements for some agriculture lenders. For more information please contact an agriculture advisor at 541-278-5845 or the department secretary at 541-278-5868.

Small Business Development Center

BMCC's Small Business Development Center was created in 1984 to help start up and established businesses under a federal partnership with community colleges and universities throughout the United States. There are now more than twenty centers in Oregon and more than 1,000 located throughout the United States.

Whether you are starting a new business or growing an existing one, make the Small Business Development Center your first stop. Located at our Pendleton and Hermiston offices, our SBDC staff offers free, confidential counseling by experienced business professionals; learning and reference materials; workshops and courses; and free high-speed Internet access and videoconferencing.

Do you already own an established business? Join our Small Business Management (SBM) program. You will get expert, one-on-one help with finance, marketing, human resources, operations, and product development. The program creates an environment in which owners can freely discuss their common and individual opportunities and challenges. A wide variety of businesses have participated during the SMB program's twenty years of operation.

Contact us today toll-free at 888-441-7232; in Pendleton at 276-6233; or in Hermiston at 564-0921 extension 3341. You can also email us at sbdc@bluecc.edu or check our website at www.bluecc.edu/businessindustry.

High School Partnerships

Dual Credit

In cooperation with many high schools and the local education service district (ESD), BMCC offers a state approved dual-credit program. Students at a public high school that has an articulation agreement with BMCC may meet the educational requirements of both the high school and a college-level BMCC course if they are enrolled for dual credit. This challenging course work offers students the opportunity to begin a college transcript while still enrolled in high school. Dual-credit courses and credits appear on a BMCC transcript as though they were taken at a Blue Mountain Community College site. Dual-credit courses normally transfer to four-year institutions in the same way as any other BMCC course work. Not all courses are available at every high school. High school students may check with their high school counselors and teachers for course availability, costs, and other requirements, or they may check with their ESD for further information. Students should also check with the college to which they wish to transfer, if they want to ensure that dual-credit course work will transfer.

Dual Enrollment

BMCC, Umatilla-Morrow Education Services District, and two local high school districts are piloting a project for dual

enrollment that will provide students with a new and practical route to accelerate their education. The program may be extended to other area schools after the successful completion of the pilot project.

Through dual enrollment, students at participating high schools may take BMCC classes and earn credit toward high school graduation and a college degree at the same time. Much of the cost of the college classes is covered by the high school until the student graduates from high school.

Each high school will set its own criteria for entry into the program and will monitor-student progress. College level credits earned will be transcribed through BMCC and are transferable to other colleges.

Inter-College Partnerships

CUESTE: Teacher Education Program

CUESTE (pronounced quest) stands for Curriculum of Undergraduate Elementary School Teacher Education. Eastern Oregon University (EOU) and BMCC work together to bring the CUESTE program to students through the local community college district.

Students seeking elementary teacher licensure need to complete a major in multidisciplinary studies, a minor in an academic area or course of study, and a minor in elementary education. The completion of these requirements leads to a bachelor's degree (science or art) in multidisciplinary studies, a minor in elementary education, and licensure as a teacher with certification in elementary grades (3-6) and early childhood (K-3).

BMCC offers the first two years of the associate of arts transfer (A.A.O.T.) degree, and EOU provides the last two years of the elementary education degree at BMCC's Pendleton campus. A full-time EOU education professor is in residence at BMCC's Pendleton campus to advise students, teach classes, and coordinate EOU and BMCC processes. (Please note: Much of the major course work for secondary teaching certification may be acquired through distance education courses available from EOU and BMCC. However, the secondary education component needs to be completed on EOU's campus in LaGrande.)

CUESTE is a highly prescriptive program that entails several key elements:

- 1. Multidisciplinary Studies Degree. This degree** requires students to have core courses, experiences, and competencies in social science, humanities, natural sciences, mathematics, creative arts, and music. This degree requires a total of approximately 120 credit hours of BMCC classes. Students also earn their A.A.O.T. from BMCC when completing these requirements.

- 2. Academic Minor, Course of Study, or Endorsement Preparation.** This component requires a minimum of 30 credit hours in a field of study or interest that is limited to those disciplines that are traditionally taught in elementary schools. Currently, EOU is offering an ESOL/Literacy Course of Study track which includes 15 credits of lower division (100/200 level) courses in an academic area and 15 credits of upper division (300/400 level) courses. In some cases, the 15 lower division credits can be worked into the 120 credit hours of the multidisciplinary studies degree mentioned above. When students are within 100 credit hours of finishing the

CUESTE program requirements, they may apply to EOU's CUESTE program.

To receive a license to teach in Oregon, students must complete their bachelor's degree and a teacher licensure program (CUESTE at EOU) and successfully pass the standardized tests as outlined by the Teacher Standards and Practices Commission (TSPC). For more information regarding the CUESTE program call 541-278-5802.

Eastern Oregon Collaborative Colleges Council (EOCCC)

BMCC, Treasure Valley Community College (TVCC), and Eastern Oregon University (EOU) have worked together in several academic disciplines to improve articulation opportunities for students, allowing them to share lower division course work among BMCC, TVCC, and EOU; to transfer those credits to EOU; and to complete upper division courses at EOU culminating in a four-year degree.

For more information on the co-enrollment process, please contact the Office of Admissions and Records in Morrow Hall or call 541-278-5759.

Medical Laboratory Technician (MLT) Program

(Limited entry program)

Blue Mountain Community College has partnered with Wenatchee Valley College (WVC) in Washington State, and with Interpath Labs, a local business, to offer an associate of technical sciences degree. BMCC will offer the program's first-year courses, and WVC will offer the second-year courses

through interactive television broadcast to the BMCC Pendleton campus. Students will be able to stay in eastern Oregon while working toward their degree. Interpath Labs will work with BMCC to place students in clinical settings, which is required as part of the curriculum. Students completing the program will receive their degree from WVC.

Using state-of-the-art diagnostic equipment and procedures, medical laboratory technicians analyze blood samples in hospitals, laboratories, and clinics to determine the nature and cause of suspected illnesses. Even though the medical laboratory technician position ranks twenty-third out of 250 in a recent job satisfaction survey, there are not nearly enough MLTs to meet the nation's health care needs.

For more information about this exciting educational opportunity, visit either BMCC's website at www.bluecc.edu or Wenatchee Valley's MLT site at http://www.wvc.edu/instruction/prog-tech/allied_health/mlt/default.asp. Students may also contact a BMCC advisor at 541-278-5876 for information.

Oregon State University Dual Admission

Through an agreement with Oregon State University (OSU), BMCC students may be jointly admitted to BMCC and OSU and eligible to enroll concurrently at both institutions. There is a joint application process for eligible students; the admission deadline is one week before the start of classes of each term based on OSU's academic calendar. Students enrolled in the program are required, as a condition of admission, to agree that their student records will be shared between and available to each institution. For more information on this program, contact BMCC's Office of Admission and Records.



Degrees and Certificates

BMCC reviews and updates degree requirements annually. Students should note that some of the requirements for graduation may change if their studies are interrupted by two or more years or if a course of study extends beyond five years. Depending upon the college major, a student may be asked to complete updated requirements in order to earn a certificate or degree.

Statement of Student Outcomes

Through the course offerings necessary to attain a degree, BMCC strives to provide all graduates with the following core competency skills:

- ✓ Written and oral communication
- ✓ Critical thinking and problem solving
- ✓ Community, cultural, and diversity awareness
- ✓ Information and technology literacy
- ✓ Workplace, wellness, and ethical responsibility

To ensure the educational breadth necessary to acquire these core competencies, degree candidates must complete work in general education and other specific requirements related to each degree.

Degree and Certificate Options

Blue Mountain Community College awards both degrees and certificates:

ASSOCIATE OF ARTS OREGON TRANSFER (A.A.O.T.) degree, a non-designated block transfer degree designed for the student who intends to transfer to a four-year college or university within the Oregon University System (OUS). Students need to work closely with an academic advisor to plan a course of study at BMCC.

ASSOCIATE OF SCIENCE (A.S.) degree, a non-designated college transfer degree designed for students whose program requirements do not fit A.A.O.T. degree patterns. This degree does not always “block transfer” to Oregon colleges.

ASSOCIATE OF APPLIED SCIENCE (A.A.S.) degree, awarded to students who complete the requirements of a two-year designated program as outlined in the college catalog.

ASSOCIATE DEGREE IN GENERAL STUDIES (A.G.S.), a non-designated non-transfer two-year degree that consists of both professional/technical and college transfer courses.

CERTIFICATES OF COMPLETION, awarded to students who complete the requirements of a specific curriculum of less than two academic years.

OREGON TRANSFER MODULE (O.T.M.), a one-year module designed to complete a portion of the students' general education requirements and is transferable to any OUS institution. Upon transfer of credits, the receiving institution may specify additional course work that is required for a major or degree requirements or to make up the difference between the O.T.M. and the institution's total general education requirements.

This module is an excellent choice for the student who is planning to transfer to a four-year institution and either is undecided on a major or will be majoring in a program of study with specific lower division requirements that are not offered at BMCC. With the one-year module, a student can complete most general education requirements and then transfer to the four-year institution, where he or she can complete the remaining lower division requirements.

Planning your course of study: For students who are undecided about their educational goals, the associate of arts Oregon transfer (A.A.O.T.), associate of science (A.S.), associate in general Studies (A.G.S.) degrees and Oregon transfer module (O.T.M.) offer the opportunity to explore several fields of study to help determine special interests and aptitudes.

Transfer courses parallel freshman and sophomore courses offered by four-year colleges and universities. Students normally transfer at the end of the sophomore year to junior standing at the school of their choice.

BMCC offers credits transferable to four-year colleges and universities. Students planning to seek a degree at a specific four-year college or university should familiarize themselves with the requirements of the proposed major program at that college or university. BMCC advisors are available to assist students in this planning process.

In addition to the requirement of the major, OUS institutions require that the student earn credit hours in each of the major academic divisions: arts and letters (language, literature, and the arts), the social sciences, sciences and mathematics, and writing. These are typically referred to as general education requirements, or general university requirements. Students at BMCC who complete the A.A.O.T. as outlined will meet these OUS lower division general education requirements. Specific departmental requirements at OUS institutions can be found in the catalog of the college or university to which the student intends to transfer. OUS institutions generally will accept up to 120 credit hours of lower division course work from Oregon's community colleges.

College Transfer Courses

Arts and Letters (Humanities)

Art	Credits
ART 101, 102, 103 Introduction to Visual Arts	3 each
ART 115, 116, 117 Basic Design	3 each
ART 131, 132, 133 Beginning Drawing	3 each
ART 154, 155, 156 Beginning Ceramics	3 each
ART 184 Watercolor	3
ART 204, 205, 206 History of Western Art	3 each
ART 222, 223 Graphic Design	3 each
ART 231, 232, 233 Intermediate Drawing	3 each
ART 254, 255, 256 Intermediate Ceramics	3 each
ART 261, 262, 263 Beginning Photography	3 each
ART 264, 265, 266 Intermediate Photography	3 each
ART 276, 277, 278 Beginning Sculpture	3 each
ART 281, 282, 283 Beginning Painting	3 each
ART 284, 285, 286 Intermediate Painting	3 each
ART 291, 292, 293 Intermediate Sculpture	3 each

English	Credits
ENG 104, 105, 106 Introduction to Literature	3 each
ENG 107, 108, 109 World Literature	3 each
ENG 195, 196, 197 Film As Literature	3 each
ENG 201, 202, 203 Shakespeare	3 each
ENG 204, 205, 206 Survey of English Literature	3 each
ENG 214 Myth in Oregon Literature	3

English cont.	Credits
ENG 240 Native American Literature	3
ENG 253, 254, 255 Survey of American Lit	3 each
ENG 263, 264 Detective Fiction	3 each
WR 121, 122, 123 English Composition	3 each
WR 227 Technical Report Writing	3
WR 241, 242, 243 Introduction to Imaginative Writing	3 each

Foreign Languages	Credits
SPAN 201, 202, 203 Second-Year Spanish	4 each

Music	Credits
MUS 105 Music Appreciation	3
MUS 111, 112, 113 Music Theory	4 each
MUS 201, 202, 203 Intro to Music and Its Literature	3 each
MUS 205 Introduction to Jazz History	3
MUS 206 History of Rock Music	3
MUS 207 History of Folk Music	3
MUS 211, 212, 213 Music Theory	3 each

Philosophy	Credits
PHL 101, 102, 103 Introduction to Philosophy	3 each

Speech	Credits
SP 111, 112, 113 Fundamentals of Speech	3 each
SP 115 Intercultural Communication	3

Theater	Credits
TA 101 Introduction to the Theater	3
TA 141, 142, 143 Fund of Acting Techniques	3 each

Science/Mathematics/ Computer Science

Science	Credits
(+ = courses meeting the laboratory science requirement)	
+ BI 101, 102, 103 General Biology	4 each
+ BI 124 Global Ecology and Conservation Biology	4

BI 149 Human Genetics	3
Science cont.	Credits
+ BI 162 Selected Topics in Natural History	4
+ BI 163 Natural History of Oregon	4
+ BI 211, 212, 213 General Biology	5 each
+ BI 231, 232, 233 Human Anatomy and Physiology	4 each
+ BI 234 Microbiology	4
+ BOT 221 Systematic Botany	4
+ CH 104, 105, 106 Elementary Chemistry	5 each
+ CH 121, 122, 123 College Chemistry	5 each
+ CH 221, 222, 223 General Chemistry	5 each
+ CH 241, 242, 243 Organic Chemistry	5 each
+ G 101, 102, 103 Introduction to Geology	4 each
G 145 Geology of the Pacific Northwest	3
G 146 Rocks and Minerals	3
G 147 Basic Geology	3
+ G 201, 202 Physical Geology	4 each
+ G 203 Historical Geology	4
GEOG 101 Physical Geography	3
+ GS 104 Physical Science/Physics	4
+ GS 105 Physical Science/Chemical Concepts	4
+ GS 107 Physical Science/Astronomy	4
+ GS 110 Physical Science/Energy	4
+ GS 111 Physical Science/Forensic Science	4
+ GS 142 Physical Geology/Earth Revealed	4
+ PHY 101 Essentials of Physics	4
+ PHY 201, 202, 203 General Physics	5 each
+ PHY 211, 212, 213 General Physics with Calculus	5 each

Mathematics	Credits
MTH 105 Introduction to Contemporary Math	4
MTH 111 College Algebra	4
MTH 112 Elementary Functions	4
MTH 211, 212, 213 Foundations of Elementary Math	4 each
MTH 231 Discrete Mathematics*	4
MTH 241 Calculus for Management/Social Science	4
MTH 243 Introduction to Probability and Statistics	4
MTH 251, 252, 253 Calculus	4 each
MTH 254, 255 Vector Calculus*	4 each
MTH 256 Differential Equations*	4
MTH 261 Linear Algebra*	4

Computer Science	Credits
CS 120, 121, 122* Concepts of Computing	4 each
CS 133B Programming with Visual BASIC	4
CS 133U Programming with C++	4
CS 161, 162 Computer Science	4 each
CS 171 Computer and Assembly Language	4
CS 195 Web Development	4
CS 260 Data Structures*	4
CS 295 Web Development	4

Social Science

Anthropology	Credits
ANTH 101 Introduction to Physical Anthropology	3
ANTH 102 Introduction to Archaeology and Prehistory	3
ANTH 103 Introduction to Cultural Anthropology	3

Economics	Credits
EC 201 Principles of Economics/Microeconomics	3
EC 202 Principles of Economics/Macroeconomics	3
EC 203 Principles of Economics/Theory	3

Geography

GEOG 103 Human Geography	3
GEOG 106, 107 Human and Cultural Geography	3 each
GEOG 120 World/Regional Geography	3
GEOG 206 Geography of Oregon	3

History

HST 101, 102, 103 History of Western Civilization	3 each
HST 104, 105, 106 World Civilizations	3 each
HST 201, 202, 203 History of the United States	3 each
HST 205 Women of the West	3
HST 258, 259 History of Latin America	3 each

Political Science

PS 201, 202 American Government and Politics	3 each
PS 203 American Government/State and Local	3
PS 206 Politics of Western Europe and Russia	3

Psychology

PSY 201, 202, 203 General Psychology	3 each
PSY 231 Human Sexuality	3
PSY 237 Human Development	3

Sociology

SOC 204, 205 General Sociology	3 each
SOC 206 General Sociology/Problems and Issues	3
SOC 213 Minorities	3
SOC 217 Family and Society	3
SOC 221 Juvenile Delinquency	3
SOC 244 Introduction to Criminology	3

* Course offered irregularly.

A.A.O.T. Electives

All courses listed above and those listed below satisfy the A.A.O.T. degree elective requirements.

ANTH 298 Special Studies	1 - 3
ART 154, 155, 156 Beginning Ceramics	3 each
ART 184, 185, 186 Watercolor	3 each
ART 198 Special Studies	1 - 3
ART 298 Special Studies	1 - 3
BA 101 Introduction to Business	4
BA 131 Introduction to Business Computing	4
BA 198 Special Studies	1 - 3
BA 206 Principles of Management	4
BA 211, 212, 213 Principles of Accounting	4 each
BA 214 Business Communications	3
BA 226 Business Law	4
BA 280 Cooperative Work Experience	1 - 8
BA 298 Special Studies	1 - 3
CJ 100 Survey of Criminal Justice	3
CJ 107 Criminal Justice Survey	3
CJ 110 Introduction to Law Enforcement	3
CJ 111 Concepts of Enforcement Services	3
CJ 114 Gender, Race, Class and Crime	3
CJ 115 Culture of Guns and Violence in America	3
CJ 120 Judicial Process	3
CJ 122 Oregon Law	3
CJ 130 Introduction to Corrections	3
CJ 132 Introduction to Probation and Parole	3
CJ 198 Special Studies	1 - 3
CJ 200 Police and Public Policy	3
CJ 204 Behavioral Cognitive Processes in Corrections	4
CJ 207 Criminal Justice Seminar	3
CJ 210 Criminal Investigation	3
CJ 215 Criminal Justice Administration	3
CJ 220 Criminal Law	3

Credits

3
3 each
3
3

Credits

3 each
3 each
3 each
3
3 each

Credits

3 each
3
3

Credits

3 each
3
3

Credits

3 each
3
3
3
3
3

CJ 222 Criminal Procedure & Evidence	3
AAOT Electives cont.	Credits
CJ 225 Correctional Law	3
CJ 226 Constitutional Law	3
CJ 232 Introduction to Correctional Casework	3
CJ 243 Narcotics and Dangerous Drugs	3
CJ 280 Cooperative Work Experience	1 - 8
CS 125 Software Applications	1 - 3
CS 135 Advanced Software Applications*	1 - 3
CS 140 Introduction to Operating Systems*	1 - 3
CS 198 Special Studies	1 - 3
CS 240 Advanced Operating Systems*	1 - 3
CS 280 Cooperative Work Experience	1 - 8
CS 298 Special Studies	1 - 3
EC 115 Survey of Economics	3
EC 198 Special Studies	1 - 3
ED 100 Introduction to Education	1
ED 200 Foundations in Education	3
ED 280 Cooperative Work Experience	1 - 8
ENG 198 Special Studies	1 - 3
ENG 280 Cooperative Work Experience	1 - 8
FN 225 Nutrition	4
G 198 Special Studies	1 - 3
GEOG 298 Special Studies	1 - 3
GS 160 Observational Astronomy	3
GS 198 Special Studies	1 - 3
HD 100 College Survival and Success	3
HD 110 Career Planning	2
HD 151, 152, 153 Service Leadership	1 each
HD 204 Self-Motivation and Personal Potential	3
HD 206 Coping Skills for Stress	3
HE 115 Body Composition Assessment	1
HE 250 Personal Health	3
HE 252 First Aid	3
HE 253 Personal Nutrition	3
HE 298 Special Studies	1-3
HPE 295 Health and Fitness for Life	3
HS 100 Introduction to Human Services	3
HS 101 Alcohol and Drug/Use, Misuse and Addiction	3
HS 154 Community Resources	3
HS 280 Cooperative Work Experience	1 - 8
HST 298 Special Studies	1 - 3
MTH 103 Problem Solving with Technology*	1
MTH 198 Special Studies	1 - 3
MTH 280 Cooperative Work Experience	1 - 8
MTH 298 Special Studies	1 - 3
MUP 105, 205 Jazz Ensemble	2 each quarter
MUP 115, 215 General Ensemble	2 each quarter
MUP 122, 222 Concert Choir	2 each quarter
MUP 125, 225 Vocal Jazz Ensemble	2 each quarter
MUP 141, 241 Symphony Orchestra	1 each
MUP 168, 169, 170, 171, 173, 174, 191, 192, 268, 269, 270, 271, 273, 274, 291, 292 Applied Woodwinds, Brass, Strings, Piano, Organ, Voice, Percussion	1 each
MUS 101 Fundamentals of Music	2
MUS 107, 108, 109 Studio Recording Technician	2 each
MUS 131, 132, 133 Class Piano	2 each
MUS 135 Class Voice	2
MUS 137 Class Guitar	2
MUS 198 Special Studies	1 - 3
MUS 298 Special Studies	1 - 3
PE 131 Introduction to Physical Education	3
PE 185 All PE 185 courses. (Max. of 12 credits)	1 each
PE 198 Special Studies	1 - 3
PE 280 Cooperative Work Experience	1 - 8
PE 290 Lifeguard Training Review	1 - 8
PE 291 Lifeguard Training	2

PE 292 Water Safety Instructor/WSI	2
PE 293 Lifeguard Instructor Training/LGI	2
AAOT Electives cont.	Credits
PHY 198 Special Studies	1 - 3
PS 198 Special Studies	1 - 3
PS 222 Public Policy	3
PSY 101 Psychology and Human Relations	3
PSY 119 Process in Living	3
PSY 198 Special Studies	1 - 3
PSY 225 Group Process	3
RD 120 Critical Reading & Thinking	3
SOC 198 Special Studies	1 - 3
SOC 243 Narcotics & Dangerous Drugs	3
SP 100 Human Communications	3
SP 229 Oral Interpretation	3
SP 237 Gender and Communication	3
SPAN 101, 102, 103 First-Year Spanish	4 each
SPAN 211, 212, 213 Spanish Conversation and Comp	3 each
TA 147 Voice and Diction for the Theater	3
TA 165 Technical Theater Workshop	1 - 3
TA 180 Theater Rehearsal and Performance	3
TA 241, 242, 243 Intermediate Acting Techniques	3 each
WR 115 Introduction to College Writing	3
WR 198 Special Studies	1 - 3
WR 298 Special Studies	1 - 3

* Course offered irregularly.

A.A.O.T. Professional/Technical Electives

A maximum of 12 credits of the professional/technical courses listed below may also be used to satisfy the A.A.O.T. degree elective requirements.

	Credits
AGM 131 Agriculture Safety	3
AGM 140 Agriculture Engines	3
AGM 211 Agriculture Business Management	4
AGM 221 Metals and Welding	3
AGM 241 Agriculture Machinery	3
AGM 249 Advanced Agricultural Shop	2
AGM 250 Irrigation Systems Design	3
AGM 251 Irrigation Systems	3
AGR 101 Agriculture Orientation	1
AGR 111 Agriculture Computers	3
AGR 200 Pre-Employment	1
AGR 210 Agriculture Accounting	4
AGR 211 Agriculture Business Management	3
AGR 221 Agriculture Marketing	3
AGR 226 Agriculture Issues	3
AGR 280 Cooperative Work Experience	1-8
AGR 296 Production Problems	4
ANS 121, 122 Animal Science	3 each
ANS 198 Animal Science Reproduction Clinic	1
ANS 211 Animal Nutrition	4
ANS 212 Animal Nutrition Recitation	1
ANS 216 Pregnancy Testing/Bovine	1
ANS 217 Artificial Insemination	3
ANS 218 Advanced Artificial Insemination	1
ANS 220 Beef Production	4
ANS 221 Horses and Horsemanship	3
ANS 222 Sheep and Swine Production	4
ANS 231 Livestock Evaluation	3
ANS 232 Livestock Evaluation	3
ANS 233 Livestock Evaluation/Oral Reasons	1
ANS 240 Animal Health	5
BA 104, 105 Business Mathematics	4 each
BA 110A Business Computer Applications/MS Access	3

BA 110X Business Computer Applications/MS Excel	3
BA 111 Basic Accounting	4
BA 113 Credit Procedures	3
BA 131 Introduction to Business Computing	4
AAOT Prof/Tech Electives cont.	Credits
BA 177 Payroll Accounting	3
BA 209A Accounting Applications	3
BA 209P Accounting Applications/Payroll	3
BA 209Q Accounting Applications/Quickbooks	3
BA 210 Microcomputer Applications/Advanced Excel	3
BA 215 Cost Accounting	3
BA 216 Cost Accounting	3
BA 220 Tax Accounting	3
BA 221 Accounting Problems/Tax	4
BA 222 Finance	3
BA 223 Principles of Marketing	4
BA 224 Human Resources Management	3
BA 227 Business Law	3
BA 238 Personal Selling	3
BA 239 Retail Promotions	3
BA 249 Retail Selling	3
BA 251 Office Management	3
BA 261 Intermediate Accounting	4
BA 262 Intermediate Accounting	4
BA 263 Intermediate Accounting	4
BA 265 Accounting Problems	4
BA 268 Introduction to Auditing	3
BA 271 Analyzing Financial Statements	3
BA 284 Pre-Employment Seminar	1
BA 285 Human Relations in Business	3
CET 111 Introduction to Engineering Technology	3
CET 112 Computer Aided Drafting	3
CET 113 Advanced Computer Aided Drafting	3
CET 114 Introduction to Geographic Information Systems	3
CET 115 Computer Cartography	3
CET 145 Engineering Graphics	3
CET 152 Materials of Construction	2
CET 162 Engineering Materials	3
CET 205 Structural Drafting	3
CET 215 Contract Documents	4
CET 222 Concrete Practices	4
CET 222A Concrete Field Testing	1
CET 222B Concrete Control Technician	2
CET 222C Concrete Strength Testing Technician	1
CET 223 Soil Mechanics	3
CET 231 Structures	4
CET 235 Structures	4
CET 242 Structures	4
CET 251 Estimating Construction Costs	4
CET 261 Hydraulics	4
CET 263 3-D Computer Aided Drafting	3
CET 280 Cooperative Work Experience	1 - 8
CSS 100 Soils and Fertilizers	3
CSS 201 Principles of Crop Science	3
CSS 210 Forage Crops	3
CSS 240 Pest Management	4
ECE 101 Family and Community Relations	3
ECE 111 Introduction to ECE/Environments	1
ECE 112 Introduction to ECE/Professionalism	1
ECE 113 Introduction to ECE/Child Advocacy	1
ECE 150 Observation/Assessment and Recording	3
ECE 151 Guidance and Classroom Management	3
ECE 152 Creativity for Young Children	3
ECE 153 Music and Movement	3
ECE 154 Literature and Literacy	3
ECE 161 Practicum/Infants and Toddlers	4
ECE 163 Practicum/Preschool	4
ECE 175A First by Five/Social Emotional Growth	1

ECE 175B First by Five/Group Care	1
ECE 175C First by Five/Learning and Development	1
ECE 175D First by Five/Culture, Family, and Provider	1
ECE 198 Special Studies	1 - 3
ECE 226 Child Development	3
AAOT Prof/Tech Electives cont.	Credits
ECE 227 Enhancing Social Emotional Development	3
ECE 240 Curriculum/Planning	3
ECE 248 Overview of Special Services	3
ECE 249 Inclusion of Children with Special Needs	3
ECE 280 Cooperative Work Experience	1 - 8
ECE 295 Child Care Administration	3
ECE 296 Issues and Trends	3
ED 101 Introduction to Observation and Experience	3
ED 113 Instructional Strategies in Language Arts	3
ED 114 Instructional Strategies in Math and Science	3
ED 130 Comprehensive Classroom Management	3
ED 131 Instructional Strategies	3
ED 169 Overview of Students with Special Needs	3
ED 229 Learning and Development	3
ED 235 Educational Technology	3
ED 254 Instructional Strategies for ELL	3
ED 258 Multicultural Education	3
ED 266 Current Issues in Special Education	3
ED 268 Educating Mildly and Severely Handicapped	3
ED 285 Signing Exact English	3
ED 286 Signing Exact English	3
ED 287 Singing Exact English	3
ED 298 Special Studies	1 - 3
ES 211 Chicano/Latino Historical Experience	3
ES 212 Chicano/Latino Political, Econ and Social Issues	3
FN 230 Children, Families and Nutrition	3
GEOG 140 Map Reading and Interpretation	3
HORT 100 Plant Science	3
HORT 111 Alternative Crop Production	3
HS 155 Interviewing	3
HS 170 Introduction to Practicum	1
HS 265 Casework Interviewing	3
HS 266 Case Management	3
HS 267 Counseling and Systems Strategies	3
HTM 100 Introduction to the Hospitality Industry	3
HTM 101 Customer Service Management	3
HTM 102 Hotel, Restaurant and Travel Law	3
HTM 103 Marketing in the Hospitality Industry	3
HTM 104 Travel and Tourism Industry	3
HTM 105 Introduction to the Food and Beverage Industry	3
HTM 107 Sanitation and Safety for Managers	3
HTM 109 Introduction to the Lodging Industry	3
HTM 112 Bed and Breakfast Management	3
HTM 124 Catering and Banquet Operations	3

AAOT Prof/Tech Electives cont.	Credits
HTM 126 Meetings and Event Planning	3
HTM 127 Travel Sales and E-Commerce	3
HTM 130 Beverage Management	3
HTM 132 Menu Engineering	3
NUR 101 Fundamentals of Nursing	9
NUR 102 Medical-Surgical Nursing	9
NUR 103 Medical-Surgical Nursing	13
NUR 115 Nursing Skills Laboratory	1
NUR 161 Nursing Skills Laboratory	1
NUR 171 Nursing Skills Laboratory	1
NUR 201 Advanced Medical Surgical Nursing	11
NUR 202 Maternal, Neonatal and Women's Health	11
NUR 203 Psychiatric/Community Health	11
NUR 254 Health Assessment	3
NUR 280 Cooperative Work Experience	1 - 8
OA 116 Office Procedures	4
OA 120 Computer Keyboarding	2
OA 121, 122, 123 Keyboarding	3 each
OA 124 Keyboarding	3
OA 131 Legal Office Procedures	3
OA 140 Business Document Editing	3
OA 201M Work Processing/MS Word	3
OA 202M Work Processing/MS Word	3
OA 204 Advanced Work Processing Applications	3
OA 206 Desktop Publishing	3
OA 220 Calculating Machines	3
OA 225 Machine Transcription	2
OA 226 Advanced Machine Transcription	2
OA 240 Records Management	3
OA 251 Medical Terminology	3
OA 252 Medical Terminology	3
OA 253 Medical Terminology	3
OA 254 Medical Terminology	3
OA 255 Medical Terminology	3
OA 257 Medical Office Procedures	3
OA 258 Medical Insurance Procedures and Coding	3
OA 280 Cooperative Work Experience	1 - 8
OA 290 Integrated Office Systems	3
PHC 211 Pharmacology	2
PHC 212 Pharmacology	2
RNG 241 Range Management	3
SUR 161 Plant Surveying	5
SUR 162 Surveying & Mapping	5
SUR 166 Highway Fundamentals	3
SUR 167 Surveying Seminar	3

Career Pathways

What is a Career Pathway?

Career pathways are broad categories of career options that share similar characteristics and employment requirements that call for many common interests, strengths, and competencies. There are six broad career pathways; within each of those are three to six career clusters that narrow down even further to specific career focus areas.

How do I use this information?

As early as high school, students are starting to look at career pathways to identify the classes that they need to take to prepare themselves for employment. Those same career pathways are being used by BMCC students to identify career opportunities supported by the degrees and certificates gained at BMCC.

The following information describes each of those six career pathways and gives you information to help decide whether or not that is the path for you. As you look through the BMCC catalog descriptions of degrees or certificates, you will notice the icon or icons of the career pathways to which that degree or certificate is related. Use these tools to help you plan your college experience and career preparation. By having a plan, you can give purpose to your learning.



ARTS AND COMMUNICATIONS

Careers in this category are related to the humanities and the performing, visual, literary, and media arts.

Are you a creative thinker? Are you imaginative, innovative, or original? Do you like to communicate ideas? Do you like to make crafts, draw, play a musical instrument, take photos, or write stories? Then this career pathway may be for you!



BUSINESS, MANAGEMENT, MARKETING, AND TECHNOLOGY

Careers related to the business environment include sales, marketing and advertising, computer/information systems, accounting, economics, management, and personnel.

Do you enjoy being a leader, organizing people, planning activities, and talking? Do you like working with numbers or ideas and seeing those ideas come to completion? Then this career pathway may be for you!



ENGINEERING, MANUFACTURING, AND INDUSTRY

Careers in this pathway are related to technologies necessary to design, develop, install, and maintain physical systems.

Are you mechanically inclined and practical? Do you like reading diagrams and blueprints or drawing building structures? Are you curious about how things work? Then this career pathway may be for you!



HUMAN SERVICES

Careers in this category are related to economic, political, and social systems.

Do you like to work with people to solve problems? Is it important to you to do something that makes things better for other people? Do you like helping people? Then this career pathway may be for you!



HEALTH SCIENCES

Careers in this pathway are related to the promotion of health and the treatment of disease.

Do you like to care for the sick or to help them stay well? Are you interested in disease and how the body works? Do you enjoy reading about science and medicine? Then this career pathway may be for you!



NATURAL RESOURCES AND AGRISCIENCE

Careers in this category are related to the environment, natural resources, and agriculture.

Are you practical or curious about the physical world, plants, and animals? Do you enjoy outdoor activities? Then this career pathway may be for you!

Program Descriptions

Associate of Arts Oregon Transfer (A.A.O.T.) Degrees and Areas of Disciplinary Emphasis

The associate of arts Oregon transfer (A.A.O.T.) degree is a two-year program that can be taken with no emphasis, with an emphasis in one discipline, or with an emphasis in multiple disciplines. Areas of emphasis and degree requirements are listed below. Students enrolled in this program must successfully complete a minimum of 90 credit hours. The A.A.O.T. degree will transfer to any Oregon University System (OUS) institution where students may complete requirements for a four-year baccalaureate degree.

The A.A.O.T. is a non-designated degree. Any emphasis taken is for transfer preparation only and will not be listed with the degree. Students planning on transferring to a four-year institution may want to choose an emphasis with the A.A.O.T. in order to meet the lower division requirements of their chosen major at the four-year institution. In that case, the additional classes listed as recommended by that department will be part or all of the 32 credits of electives indicated below.

The following A.A.O.T. requirements and emphasis recommendations are based on information available as this catalog goes to press and are subject to change. Before enrolling, students should review a current catalog of the college to which they plan to transfer to ensure course and program compatibility.

General Education Requirements: (must be completed with a grade of C or better)

	CREDITS
WR121 English Composition	3
WR 122 English Composition	3
WR123 English Composition	3
OR WR227 Technical Report Writing	3
SP111 Fundamentals of Speech	3
MTH105 Introduction to Contemporary Mathematics (or above)	4
Arts and Letters*	12
Selection from pages 30 - 31	
Social Science*	15
Selection from page 31	
Science with Laboratory**	12
Selection from page 31	
Science/Math/Computer Science	3
Selection from page 31	
Electives	
(Only 12 professional/technical credits)	32
Selection from pages 31 - 34	
TOTAL CREDITS REQUIRED	90

*Students must choose courses from at least two disciplines (different prefixes), with no more than nine credits from one discipline (prefix).

**Students must take 12 credits in biological or physical science classes with laboratory components. Courses that meet the laboratory requirement are identified by a plus symbol (+) on page 31 and by a check-plus (✓+) in the Course Description section of this catalog.

- Elective courses that are considered college-level transfer courses are listed on pages 31 - 34 and are designated by a bullet (•) in the Course Description section of this catalog.
- A maximum of 12 credits of college-level professional/technical courses may be used as electives in the A.A.O.T. degree. Approved professional/technical courses are listed on pages 32 - 34 and are designated by a triangle (▼) in the Course Description section of this catalog.
- A maximum of 12 physical education activity (PE 185) credits may be counted as electives in the A.A.O.T. degree.
- A maximum of 12 pass (P) program or elective credits may count toward an A.A.O.T. degree.
- A cumulative grade point average of 2.00 or better must be maintained for graduation. Students transferring to a four-year college or university should check the grade point average requirement at that institution.
- Students must attend Blue Mountain Community College at least two terms and complete a minimum of 24 BMCC credits in order for BMCC to award an A.A.O.T. degree.

A.A.O.T./Anthropology Emphasis



Human Services

Natural Resources and Agri-Science

ENTRY POINT: Fall, winter, spring

ADVISOR: 541-278-5924

Students enrolled in this program will successfully complete a minimum of 90 credit hours. The A.A.O.T. will transfer to any OUS institution where students may complete requirements for a four-year baccalaureate degree in anthropology. Students will complete the general A.A.O.T. requirements along with the following anthropology emphasis requirements.

CREDITS

ANTH 101 Introduction to Physical Anthropology	3
ANTH 102 Introduction to Archaeology and Prehistory	3
ANTH 103 Introduction to Cultural Anthropology	3
BI 101 General Biology	4
BI 102 General Biology	4
BI 103 General Biology	4

Note: MTH 105 Introduction to Contemporary Math (or higher) is required; MTH 111 College Algebra is recommended.

A.A.O.T./Art Emphasis



Arts and Communications

Business, Management, Marketing, and Technology

ENTRY POINT: Fall, winter, spring

ADVISOR: 541-278-5926

Students enrolled in this program will successfully complete a minimum of 90 credit hours. The A.A.O.T. will transfer to any OUS institution where students may complete requirements for a four-year baccalaureate degree in art or a related field. Students will complete the general A.A.O.T. requirements along with the following art emphasis requirements.

CREDITS

ART 101 Introduction to Visual Arts	3	OR
ART 204 History of Western Art	3	
ART 102 Introduction to the Visual Arts.....	3	OR
ART 205 History of Western Art	3	
ART 103 Introduction to the Visual Arts.....	3	OR
ART 206 History of Western Art	3	
ART 115 Basic Design	3	
ART 116 Basic Design	3	
ART 131 Beginning Drawing	3	
ART 132 Introduction to Drawing	3	
ART 133 Introduction to Drawing	3	
ART Electives*	9	

* All electives should be selected with associate of arts degree requirements in mind.

A.A.O.T./Biology Emphasis



Health Science

Natural Resources and Agri-Science

ENTRY POINT: Fall, winter, spring

ADVISOR: 541-278-5765

Students wishing to pursue the A.A.O.T. degree with an emphasis in biology should complete the general A.A.O.T. requirements along with the biology emphasis coursework. Students should confer with their academic advisor as to specific course selection as outlined in the degree requirements section of this catalog.

The following courses are recommended for students who plan to transfer community college credits into a major program in biology at the University of Oregon, Portland State University, Eastern Oregon University, and Western Oregon University or into a major program in botany, entomology, microbiology, zoology or biology at Oregon State University. Students enrolled in this program will successfully complete a minimum of 90 credit hours.

CREDITS

BI 211 General Biology	5
BI 212 General Biology	5
BI 213 General Biology	5
CH 221 General Chemistry*	5
CH 222 General Chemistry*	5
CH 223 General Chemistry*	5
CH 241 Organic Chemistry*	5
CH 242 Organic Chemistry*	5
CH 243 Organic Chemistry*	5

* Offered irregularly.

Note: Students should refer to course descriptions for chemistry (CH) courses to determine math competency level to be successful in chemistry courses.

A.A.O.T./Business Administration Emphasis



Business, Management, Marketing, and Technology

ENTRY POINT: Fall, winter, spring

ADVISORS: 541-278-5736

Students enrolled in this program will successfully complete a minimum of 90 credit hours. The A.A.O.T. degree will transfer to any OUS institution where students may complete requirements for a four-year baccalaureate degree in business administration or a related field. Students will complete the general A.A.O.T. requirements along with the following business emphasis requirements.

CREDITS

BA 101 Introduction to Business	4
BA 131 Introduction to Business Computing	4
BA 206 Principles of Management	4
BA 211 Principles of Accounting	4
BA 212 Principles of Accounting	4
BA 213 Principles of Accounting	4
BA 226 Business Law	4
BA 285 Human Relations in Business	3
EC 201 Principles of Economics/Microeconomics	3
EC 202 Principles of Economics/Macroeconomics	3
EC 203 Principles of Economics	3
MTH 241 Calculus for Management/Social Science	4
MTH 243 Introduction to Probability & Statistics.....	4

A.A.O.T./Chemistry Emphasis



Engineering, Manufacturing, and Industry



Health Science

ENTRY POINT: Fall

ADVISOR: 541-278-5768

These courses are recommended for students who plan to transfer community college credits into a major program in chemistry at Oregon State University, the University of Oregon, Portland State University, Eastern Oregon University, or Southern Oregon University. Students who satisfactorily complete these courses may qualify to enter the third year of chemistry studies at the universities listed above. Students enrolled in this two-year program will successfully complete a minimum of 90 credit hours.

Students will complete the general A.A.O.T. requirements along with the following chemistry emphasis requirements.

CREDITS

CH 221 General Chemistry*	5
CH 222 General Chemistry*	5
CH 223 General Chemistry*	5
CH 241 Organic Chemistry*	5
CH 242 Organic Chemistry*	5
CH 243 Organic Chemistry*	5
PHY 211 General Physics with Calculus	5
PHY 212 General Physics with Calculus	5
PHY 213 General Physics with Calculus	5

* Offered irregularly.

Note: Students should refer to course descriptions for chemistry (CH) and physics (PHY) courses to determine math competency level to be successful in chemistry and physics courses.

A.A.O.T./Computer Science Emphasis



Arts and Communication



Business and Technologies



Engineering, Manufacturing, and Industry

ENTRY POINT: Fall, winter, spring

ADVISORS: 541-278-5808
541-278-5772

Completion of the following curriculum will result in the student receiving an A.A.O.T. degree with an emphasis in computer science. This program will prepare the student for a job that requires skills and knowledge in computer applications; programming and/or web site management; or as preparation for transfer to a university as the student pursues other advanced degrees in computer science or related fields.

Students will complete the general A.A.O.T. requirements along with the computer science emphasis recommendations for a minimum of 90 credits.

	CREDITS
CS 120 Concepts of Computing	4
CS 133B Programming: Visual BASIC	4
CS 133J Programming: Java	4
CS 133U Programming: C++	4
CS 161& CS 162 Computer Science	8
CS 180 Computer Science Practicum	1- 4
CS 195 Web Development I	4
CS 198/CS 298 Special Studies	1- 3
CS 260 Data Structures.....	4
CS 280 Cooperative Work Experience	1- 8
CS 295 Web Development II	4
MTH 231 Discrete Mathematics	4
MTH 251, 252, 253 Calculus	12

A.A.O.T./Criminal Justice Emphasis



Human Services

ENTRY POINT: Fall, winter, spring

ADVISOR: 541-523-9127, ext 22

Students enrolled in this program will successfully complete a minimum of 90 credit hours. The A.A.O.T. will transfer to any OUS institution where students may complete requirements for a four-year baccalaureate degree in criminal justice. Students will complete the general A.A.O.T. requirements along with the following criminal justice emphasis recommendations.

	CREDITS
CJ 101 Introduction to Criminology	3
CJ 110 Introduction to Law Enforcement	3
CJ 114 Gender, Race, Class and Crime	3
CJ 201 Juvenile Delinquency	3
CJ 220 Criminal Law	3
CS 120 Concepts of Computing	4
GS 111 Physical Science – Forensic Science.....	4
PHL 103 Introduction to Philosophy	3
PS 203 American Government-State and Local Government .	3
PSY 201 General Psychology	3
SOC 204 General Sociology	3
SOC 205 or 206 General Sociology	3

Electives* (choose 16 credit hours):

CJ 120 Judicial Process.....	3
CJ 130 Introduction to Corrections.....	3
CJ 132 Introduction to Probation and Parole	3
CJ 198 Special Studies	1-3
CJ 210 Criminal Investigation	3
CJ 222 Criminal Procedure and Evidence	3
CJ 232 Intro to Correctional Casework	3
CJ 243 Narcotics and Dangerous Drugs.....	3
CJ 280 Cooperative Work Experience	1-4
HPE 295 Health and Fitness for Life	3

* Students should consult with an advisor regarding appropriate choices of criminal justice electives.

Note: MTH 105 Introduction to Contemporary Math (or higher) is required; MTH 111 College Algebra is recommended.

A.A.O.T./Economics Emphasis



Business, Management, Marketing, and Technology

Human Services

ENTRY POINT: Fall, winter, spring

ADVISOR: 541-278-5892

Students enrolled in this program will successfully complete a minimum of 90 credit hours. The A.A.O.T. will transfer to any OUS institution where students may complete requirements for a four-year baccalaureate degree. Students will complete the general A.A.O.T. requirements along with the following economics emphasis requirements.

	CREDITS
MTH 111 College Algebra*	4 OR
MTH 112 Elementary Functions*	4
MTH 241 Calculus for Management/Social Science*	4 OR
MTH 251 Calculus*	4
MTH 243 Introduction to Probability and Statistics*	4 OR
MTH 252 Calculus*	4
EC 201 Principles of Economics/Microeconomics.....	3
EC 202 Principles of Economics/Macroeconomics	3
EC 203 Principles of Economics/Theory	3

*Economics majors need math through at least one quarter of calculus and one quarter of statistics.

A.A.O.T./Education-Elementary Emphasis



Human Services

ENTRY POINT: Fall, winter, spring

ADVISOR: 541-278-5802

Students wishing to earn an elementary teaching license can complete the A.A.O.T. from BMCC and transfer to Eastern Oregon University (EOU) to complete the teacher licensure program and a bachelor's degree without traveling to EOU's main campus. EOU is currently offering the undergraduate elementary teacher education program on the main campus in Pendleton.

If a student wishes to transfer to another university or complete the secondary education program, it is recommended he/she work closely with his/her advisor because the courses may be different. Presently, programs in elementary and secondary education are offered as undergraduate and graduate programs at EOU, Western Oregon University, Oregon State University, Portland State University, the University of Oregon, and Southern Oregon University. In addition, several private colleges and universities in Oregon offer elementary and secondary education programs.

The following curriculum is a recommended course of study for students wishing to transfer to EOU and complete the CUESTE teacher education program in elementary education. See page 28 of this catalog for additional information on CUESTE.

	CREDITS
ED 100 Introduction to Education.....	1
ED 200 Foundation in Education.....	3
ED 280 Practicum	1-8
Survey/Visual Arts or History of Western Art.....	3
Introduction to Literature	3
Philosophy	3
Biology or Geology Sequence.....	12
Physical Science Sequence.....	12
General Psychology	3
Cultural Geography	3
History of the US	3
Anthropology/World Civilization.....	3
Foundations of Elementary Math 211, 212, 213	12
Creative Art (Art, Music, Theater).....	3
Fundamentals of Music MUS 101	2
Cultural Awareness ED 258, SP 115, or Soc 213	3
Health HE250 or HPE 295	3
Electives.....	see advisor for requirements

A.A.O.T./Education-Secondary Emphasis



Human Services

ENTRY POINT: Fall, winter, spring
ADVISOR: 541-278-5802

If a student wishes to transfer to another university or complete the secondary education program, it is recommended he/she work closely with his/her advisor because the courses may be different. Presently, programs in elementary and secondary education are offered through undergraduate and graduate programs at Eastern Oregon University, Western Oregon University, Oregon State University, Portland State University, the University of Oregon, and Southern Oregon University. Each of these colleges has different requirements in major fields. This should be considered when planning your degree. In addition, several private colleges and universities offer secondary education programs.

In Oregon, a student wishing to become a middle and/or high school teacher must complete a bachelor's degree in a major field (such as history or math) as well as a minor in another area. They must also complete a teacher education program and pass the specific tests and requirements as outlined by Teacher Standards and Practices Commission.

CREDITS

ED 100 Introduction to Education	1
ED 200 Foundation in Education	3
ED 280 Practicum	1-8
MTH 111 College Algebra	4

Students should complete the remaining requirements in the A.A.O.T. with specific consideration of their major and minor degree choices and the requirements of the specific university to which they plan to transfer.

A.A.O.T./English Emphasis



Arts and Communications



Human Services

ENTRY POINT: Fall, winter, spring
ADVISORS: 541-278-5942

Students enrolled in this program will successfully complete a minimum of 90 credit hours. The A.A.O.T. will transfer to any OUS institution where students may complete requirements for a four-year baccalaureate degree. Students will complete the general A.A.O.T. requirements along with the following English emphasis requirements.

CREDITS

ENG 104 Introduction to Literature	3
ENG 105 Introduction to Literature	3
ENG 106 Introduction to Literature	3
ENG 201 Shakespeare	3
ENG 202 Shakespeare	3
ENG 203 Shakespeare	3
ENG 204 Survey of English Literature	3 OR
ENG 253 Survey of American Literature	3
ENG 205 Survey of English Literature	3 OR
ENG 254 Survey of American Literature	3
ENG 206 Survey of English Literature	3 OR
ENG 255 Survey of American Literature	3

A.A.O.T./Foreign Language Emphasis



Arts and Communications



Human Services

ENTRY POINT: Fall, winter, spring
ADVISOR: 541-278-5958

Students enrolled in this program will successfully complete a minimum of 90 credit hours. The A.A.O.T. will transfer to any OUS institution where students may complete requirements for a four-year baccalaureate degree. Students will complete the general A.A.O.T. requirements along with the following foreign language emphasis requirements.

Although foreign language students may begin their study of language in college, it is more common and desirable for prospective language majors to begin their studies with two to four years of study in high school, since major requirements stipulate 30 to 45 hours in the language beyond the second-year course.

CREDITS

Foreign Language	24
------------------------	----

A.A.O.T./Geography Emphasis



Engineering, Manufacturing, and Industry

Human Services

Natural Resources and Agri-Science

ENTRY POINT: Fall, winter, spring

ADVISOR: 541-278 -5924

Students enrolled in this program will successfully complete a minimum of 90 credit hours. The A.A.O.T. will transfer to any OUS institution where students may complete requirements for a four-year baccalaureate degree. Students will complete the general A.A.O.T. requirements along with the following geography emphasis requirements.

CREDITS

GEOG 101 Physical Geography	3
GEOG 106 Human and Cultural Geography	3
GEOG 107 Human and Cultural Geography	3
GEOG 206 Geography of Oregon	3
G 101 Introduction to Geology.....	4 OR
G 201 Physical Geology	4
G 102 Introduction to Geology.....	4 OR
G 202 Physical Geology	4
G 103 Introduction to Geology.....	4 OR
G 203 Historical Geology.....	4

Note: MTH 105 Introduction to Contemporary Math (or higher) is required. MTH 111 College Algebra is recommended.

A.A.O.T./Geology Emphasis



Natural Resources and Agri-Science

ENTRY POINT: Fall, winter, spring

ADVISOR: 541-278-5768

Students enrolled in this program will successfully complete a minimum of 90 credit hours. The A.A.O.T. will transfer to any OUS institution where students may complete requirements for a four-year baccalaureate degree. Students will complete the general A.A.O.T. requirements along with the following geology emphasis requirements.

CREDITS

CH 221 General Chemistry*	5
CH 222 General Chemistry	5
CH 223 General Chemistry	5
G 201 Physical Geology.....	4
G 202 Physical Geology.....	4
G 203 Historical Geology	4
PH 201 General Physics**	5
PH 202 General Physics**	5
PH 203 General Physics**	5

* For most colleges/universities, the CH 121 College Chemistry sequence is acceptable, except for geological engineering.

** PH 211, PH 212 and PH 213 General Physics with Calculus are required for some majors and should be taken if the student has the math prerequisite.

A.A.O.T./Health, Health Education Emphasis



Human Services



Health Science

ENTRY POINT: Fall, winter, spring

ADVISORS: 541-278-5898
541-278-5899

Students enrolled in this program will successfully complete a minimum of 90 credit hours. The A.A.O.T. will transfer to any OUS institution where students may complete requirements for a four-year baccalaureate degree. Students will complete the general A.A.O.T. requirements along with the following health, health education emphasis requirements.

The following courses are recommended for students interested in completing a major program in health or health education specifically at Oregon State University (OSU) or Portland State University (PSU). The OSU program in health offers major options in environmental health, occupational safety, health promotion and education, child and adolescent health, worksite health promotion, community health, applied health and health care administration. The PSU program offers options in community health and health and fitness promotion. The Oregon college transfer guide lists course recommendations for these options.

	CREDITS
FN 225 Nutrition	4
HD 100 College Survival and Success	3
HE 250 Personal Health	3
HE 252 First Aid	3
HE 253 Personal Nutrition	3
HPE 295 Health and Fitness for Life	3
PE 185 Physical Education	1
PE 185 Physical Education	1
PE 185 Physical Education	1
PE 185 Physical Education	1

A.A.O.T./History Emphasis



Human Services

ENTRY POINT: Fall, winter, spring

ADVISOR: 541-278-5944

Students enrolled in this program will successfully complete a minimum of 90 credit hours. The A.A.O.T. will transfer to any OUS institution where students may complete requirements for a four-year baccalaureate degree. Students will complete the general A.A.O.T. requirements along with the following history emphasis requirements.

	CREDITS
HST 101 History of Western Civilization	3 OR
HST 104 World Civilizations	3
HST 102 History of Western Civilization	3 OR
HST 105 World Civilizations	3
HST 103 History of Western Civilization	3 OR
HST 106 World Civilizations	3
HST 201 History of the United States	3
HST 202 History of the United States	3
HST 203 History of the United States	3

A.A.O.T./Mathematics Emphasis



Business, Management, Marketing, and Technology



Engineering, Manufacturing, and Industry



Human Services

ENTRY POINT: Fall, winter, spring

ADVISORS: 541-278-5944

This program will prepare the student for transfer to a university as the student pursues other advanced degrees in mathematics or related fields.

Students will complete the general A.A.O.T. requirements along with the mathematics emphasis recommendations for a minimum of 90 credits.

	CREDITS
CS 120 Concepts of Computing	4
CS 133B Programming: Visual BASIC	4
CS 133J Programming: Java	4
CS 133U Programming: C++	4
MTH 111 College Algebra	4
MTH 112 Elementary Functions	4
MTH 231 Discrete Mathematics	4
MTH 243 Introduction to Probability & Statistics	4
MTH 251/252/253 Calculus	12
MTH 256 Differential Equations	4
MTH 261 Linear Algebra	4

A.A.O.T./Music Emphasis



Arts and Communications

ENTRY POINT: Fall, winter, spring

ADVISOR: 541-278-5174

Students enrolled in this program will successfully complete a minimum of 90 credit hours. The A.A.O.T. will transfer to any OUS institution where students may complete requirements for a four-year baccalaureate degree. Students will complete the general A.A.O.T. requirements along with the following music emphasis requirements.

Students pursuing an associate of arts degree may contact a music advisor for a complete program listing. Students are subject to proficiency exams in performance areas.

	CREDITS
MUP Music Ensembles	2 - 4
MUS 111 Music Theory	4
MUS 114 Ear Training and Sight Singing	1
MUS 131 Class Piano	2
Applied Lessons	1
MUP Music Ensembles	2 - 4
MUS 112 Music Theory	4
MUS 115 Ear Training and Sight Singing	1
MUS 132 Classical Piano	2
WR 122 English Composition	3
Applied Lessons	1
MUP Music Ensembles	2 - 4
MUS 113 Music Theory	4
MUS 116 Ear Training and Sight Singing	1
MUS 133 Classical Piano	2
MTH 105 Introduction to Contemporary Math	4
Applied Lessons	1
MUP Music Ensembles	2 - 4
MUS 201 Introduction to Music and Its Literature	3
MUS 211 Music Theory	3
Applied Lessons	1
MUP Music Ensembles	2 - 4
MUS 202 Introduction to Music and Its Literature	3
MUS 212 Music Theory	3
Applied Lessons	1
MUP Applied Lessons	1
MUP Music Ensembles	2 - 4
MUS 203 Introduction to Music and Its Literature	3
MUS 213 Music Theory	3

A.A.O.T./Physical Education Emphasis



Human Services



Health Science

ENTRY POINT: Fall, winter, spring

ADVISORS: 541-278-5899

541-278-5898

Students enrolled in this program will successfully complete a minimum of 90 credit hours. The A.A.O.T. will transfer to any OUS institution, as well as several state universities in Washington and Idaho, where students may complete requirements for a four-year baccalaureate degree. Some opportunities associated with this program are: physical education instruction, leisure/recreational studies or sports medicine. Students will complete the general A.A.O.T. requirements along with the following physical education emphasis requirements.

	CREDITS
FN 225 Nutrition	4
HE 250 Personal Health	3
HE 252 First Aid	3
HE 253 Personal Nutrition	3
HPE 295 Health and Fitness for Life	3
PE 131 Introduction to Physical Education	3
PE 185 Physical Education Activity	1
PE 185 Physical Education Activity	1
PE 185 Physical Education Activity	1
PE 185 Physical Education Activity	1
PE 185 Physical Education Activity	1
PE 185 Physical Education Activity	1
PE 280 Cooperative Work Experience	1 - 2
PE 280 Cooperative Work Experience	1 - 2

A.A.O.T./Physics Emphasis



Engineering, Manufacturing, and Industry

ENTRY POINT: Fall
ADVISOR: 541-278-5958

These courses are recommended for students who plan to transfer college credits into a major program in physics at Oregon State University, the University of Oregon, Portland State University, Eastern Oregon University, or Southern Oregon University. Students who are interested in transferring into engineering programs should add CET 111 and CET 112 to this degree. Students who satisfactorily complete the minimum 90 credit hours will qualify to enter second-year physics studies at the above universities.

Students will complete the general A.A.O.T. requirements along with the following physics emphasis requirements.

	CREDITS
CH 221 General Chemistry*	5
CH 222 General Chemistry*	5
CH 223 General Chemistry*	5
MTH 111 College Algebra	4
MTH 112 Elementary Functions	4
MTH 251 Calculus	4
MTH 252 Calculus	4
MTH 253 Calculus	4
MTH 254 Vector Calculus*	4
PHY 211 General Physics with Calculus	5
PHY 212 General Physics with Calculus	5
PHY 213 General Physics with Calculus	5

* Course offered irregularly

Note: Students ready to take MTH 251 Calculus their freshman year may wish to take the calculus, physics and chemistry sequences during the first year and then transfer.

A.A.O.T./Political Science Emphasis:



Business, Management, Marketing and Technology



Human Services

ENTRY POINT: Fall, Winter, Spring
ADVISOR: 541-278-5925

Students enrolled in this program will successfully complete a minimum of 90 credit hours. The A.A.O.T. will transfer to any Oregon University System institution where students may complete requirements for a four-year baccalaureate degree.

Students will complete the general A.A.O.T. requirements along with the following political science emphasis requirements.

	CREDITS
PS 201 American Government and Politics.....	3
PS 202 American Government and Politics.....	3
PS 206 Politics of Western Europe and Russia	3

Note: Math and statistics requirements for political science degrees require math beyond MTH 105.

A.A.O.T./Pre-Professional Studies (Transfer):

Pre-Dental, Pre-Medicine, Pre-Pharmacy, or Pre-Veterinarian Emphasis



Health Science

ENTRY POINT: Fall
ADVISORS: 541-278-5765
 541-278-5764

Admission into professional schools of medicine, pharmacy, dentistry, and veterinary medicine is highly competitive; pre-professional studies include stipulated courses in basic sciences and general education. Students enrolled in this program will successfully complete a minimum of 90 credit hours. Students will complete the general A.A.O.T. requirements along with the following pre-professional studies emphasis requirements.

Students beginning a pre-professional program at BMCC should consult with an advisor.

	CREDITS
BI 211 General Biology	5
BI 212 General Biology	5
BI 213 General Biology	5
CH 221 General Chemistry*	5
CH 222 General Chemistry*	5
CH 223 General Chemistry*	5
CH 241 Organic Chemistry*	5
CH 242 Organic Chemistry*	5
CH 243 Organic Chemistry*	5
MTH 111 College Algebra	4
MTH 112 Elementary Functions	4
MTH 251 Calculus	4
Math	12
PHY 202 General Physics**	5
PHY 203 General Physics**	5

* Course offered irregularly.

**Based on Oregon State University pharmacy/veterinary program requirements and Oregon Health and Science University dental/medical requirements.

A.A.O.T./Pre-Professional Studies (Transfer): Pre-Dental Hygiene Emphasis



Health Science

ENTRY POINT: Fall

ADVISOR: 541-278-5876

Admission into dental hygiene schools is highly competitive; pre-professional studies include stipulated courses in basic sciences and general education. Students enrolled in this program will successfully complete a minimum of 90 credit hours. Students will complete the general A.A.O.T. requirements along with the following pre-professional studies emphasis requirements.

Students beginning a pre-professional program at BMCC should consult with an advisor.

CREDITS

BI 231 Human Anatomy and Physiology	4
BI 232 Human Anatomy and Physiology	4
BI 233 Human Anatomy and Physiology	4
BI 234 Microbiology	4
CH 104 Elementary Chemistry	5
CH 105 Elementary Chemistry	5
CH 106 Elementary Chemistry	5
FN 225 Nutrition	4
MTH 111 College Algebra	4
PSY 201 General Psychology	3
SOC 204 General Sociology	3

A.A.O.T./Psychology Emphasis



Human Services



Health Science

ENTRY POINT: Fall, winter, spring

ADVISOR: 541-278-5920

Students enrolled in this program will successfully complete a minimum of 90 credit hours. The A.A.O.T. will transfer to any OUS institution where students may complete requirements for a four-year baccalaureate degree. Students will complete the general A.A.O.T. requirements along with the following psychology emphasis requirements.

CREDITS

Human Biological Sciences	4
MTH 243 Probability and Statistics	4
PSY 201 General Psychology	3
PSY 202 General Psychology	3
PSY 203 General Psychology	3
PSY 237 Human Development	3

Note: MTH 105 Introduction to Contemporary Math (or higher) is required for the A.A.O.T. (Students are encouraged to take MTH 111.)

A.A.O.T./Sociology Emphasis



Human Services

ENTRY POINT: Fall, winter, spring

ADVISOR: 541-278-5925

Students enrolled in this program will successfully complete a minimum of 90 credit hours. The A.A.O.T. will transfer to any OUS institution where students may complete requirements for a four-year baccalaureate degree. Students will complete the general A.A.O.T. requirements along with the following sociology emphasis requirements.

These courses are recommended for students who plan to transfer college credits into a major program in sociology at the University of Oregon, Oregon State University, Portland State University, or Southern Oregon University, or the program in anthropology and sociology at Eastern Oregon University.

CREDITS

MTH 111 College Algebra	4
MTH 241 Calculus for Management/ Social Science	4
MTH 243 Introduction to Probability and Statistics	4
SOC 204 General Sociology	3
SOC 205 General Sociology	3
SOC 206 General Sociology/Problems and Issues	3

Students are encouraged also to take the following:

Humanities: PHL 101, 102, 103 Introduction to Philosophy;
Social Science: ANTH 101, 102, 103 Introduction to Physical Anthropology, Archaeology and Prehistory, Cultural Anthropology; *Electives:* CS 120 Concepts of Computing and HST 103 History of Western Civilization or HST 106 World Civilizations

A.A.O.T./Speech/Communication Emphasis



Arts and Communications

ENTRY POINT: Fall, winter, spring
ADVISOR: 541-278-5961

Students enrolled in this program will successfully complete a minimum of 90 credit hours. The A.A.O.T. will transfer to any OUS institution where students may complete requirements for a four-year baccalaureate degree. Students will complete the general A.A.O.T. requirements along with the following speech/communication emphasis requirements.

Students wishing to pursue the A.A.O.T. degree should confer with their academic advisor as to specific course selection. These courses are recommended for students who plan to transfer community college credits into a major program in speech communication at the University of Oregon, Oregon State University, Portland State University, Western Oregon University, Eastern Oregon University, or Southern Oregon University.

	CREDITS
SP 100 Human Communications	3
SP 111 Fundamentals of Speech	3
SP 112 Fundamentals of Speech	3
SP 113 Fundamentals of Speech	3
SP 115 Intercultural Communication	3
SP 229 Oral Interpretation	3

A.A.O.T./Theater Arts Emphasis



Arts and Communications

ENTRY POINT: Fall, winter, spring
ADVISOR: 541-278-5958

Students enrolled in this program will successfully complete a minimum of 90 credit hours. The A.A.O.T. will transfer to any OUS institution where students may complete requirements for a four-year baccalaureate degree. Students will complete the general A.A.O.T. requirements along with the following theater-arts emphasis requirements.

Students wishing to pursue the A.A.O.T. degree should confer with their academic advisor regarding specific course selection. These courses are recommended for students who plan to transfer community college credits into a major program in speech communication at the University of Oregon, Oregon State University, Portland State University, Western Oregon University, Eastern Oregon University, or Southern Oregon University.

	CREDITS
TA 101 Introduction to the Theater	3
TA 141 Fundamentals of Acting Technique	3
TA 142 Fundamentals of Acting Technique	3
TA 143 Fundamentals of Acting Technique	3
TA 147 Voice and Diction for the Theater	3
TA 165 Technical Theater Workshop	3



Associate of Science (A.S.) Degree

The associate of science degree (A.S.) is a two-year college transfer program that can be taken with no emphasis, with an emphasis in one discipline, or with an emphasis in multiple disciplines. Areas of emphasis and degree requirements are listed below. Students enrolled in this program will successfully complete a minimum of 90 credit hours. The A.S. will transfer to any Oregon University System (OUS) institution but does not always “block transfer,” nor will it necessarily complete the general education requirements of that university.

The A.S. is a non-designated degree. Any emphasis taken is for transfer preparation only and will not be listed with the degree. Students planning to transfer to a four-year institution may want to choose an emphasis with the A.S. in order to meet the lower division requirements of their chosen major at the four-year institution. In that case, the additional classes listed as recommended by that department will be part or all of the 44 credits of electives indicated below.

The following A.S. degree requirements and emphasis recommendations are based on information available as this catalog goes to press and are subject to change. Before enrolling, students should review a current catalog of the college to which they plan to transfer to ensure course and program compatibility in each emphasis.

General Education Requirements:

(must be completed with a grade of C or better)

	CREDITS
WR121 English Composition.....	3
WR122 English Composition.....	3
SP111 Fundamentals of Speech.....	3
MTH105 Introduction to Contemporary Mathematics (or above).....	4
CS 120 Introduction to Computers (or above).....	4
HLTH/PE Health/Fitness Courses.....	3
 Arts and Letters (Humanities)	 9
Selection from page 30 - 31. Sequence highly recommended.	
First-year foreign language courses <u>may not</u> be used to meet this requirement.	
Social Science	9
Selection from page 31. Sequence highly recommended.	
Science with Laboratory	4
Selection from page 31	
Science/Math/Computer Science	4
Selection from page 31	
Electives (Only 12 Professional/Technical Credits)	44
Selection from pages 31 - 34	
TOTAL CREDITS REQUIRED	90

- The above arts and letters (humanities) course requirements are in addition to the writing requirements.
- For students who enroll in professional/technical programs that have current written articulation agreements with an OUS institution, specific associate of science degree requirements are included with the curriculum description listed in the Program Descriptions section of this catalog.
- A maximum of 12 credits of college level professional/technical courses may be used as electives in the A.S. degree. Approved professional/technical courses are listed on pages 31 - 34 and are designated by a triangle (▼) in the Course Description section of this catalog.
- A maximum of 12 physical education activity (PE 185) credits may be counted as electives in the A.S. degree.
- A maximum of 12 pass (P) program or elective credits may count toward an A.S. degree.
- A cumulative grade point average of 2.00 or better must be maintained for graduation. Students transferring to a four-year college or university should check the grade point average requirement at that institution.
- Students must attend Blue Mountain Community College at least two terms and complete a minimum of 24 BMCC credits in order for BMCC to award an A.S. degree.

A.S./Agriculture Emphasis



Natural Resources and Agri-Science

ENTRY POINT: Fall, winter, spring

ADVISORS: 541-278-5847
541-278-5845

Intended Program Outcomes:

The A.S. degree with an emphasis in agriculture will prepare the student to transfer to many of the colleges of agriculture in the western United States by providing the necessary knowledge in the following areas:

- Industry-related employment skills
- Animal science (techniques, issues, technology, trends)
- Crop science (techniques, issues, technology, trends)
- Agriculture-related business practices
- Agriculture operations (safety, mechanical technology)

Most colleges allow a total of 120 quarter credits to be transferred from a community college and used toward a baccalaureate degree. The courses below are a suggested guide. A transfer articulation agreement with Oregon State University (OSU) states that up to 45 credits from the professional/technical curriculum may be included in the total 120 credits, provided the student is transferring to the agriculture education or general agriculture programs at OSU.

Students will complete the A.S. requirements along with the requirements of the agriculture emphasis.

	CREDITS
AGR 101 Agriculture Orientation	1
ANS, AGM, AGR, CSS, or HORT Elective	24
BI 101 General Biology	4
BI 102 General Biology	4
BI 103 General Biology	4
CSS, RNG, HORT Elective	8
CH 121 College Chemistry	5
CH 122 College Chemistry	5
CH 123 College Chemistry	5

A.S./Computer Science Emphasis



Arts and Communication



Business and Technologies



Engineering, Manufacturing, and Industry

ENTRY POINT: Fall, winter, spring

ADVISORS: 541-278-5808
541-278-5772

The A.S. degree with an emphasis in computer science will prepare the student for a job that requires skills and knowledge in computer applications, programming, and/or website management; or for transfer to a university as the student pursues other advanced degrees in computer science or related fields.

Students will complete the general A.S. requirements along

with the computer science emphasis recommendations for a minimum of 90 credits.

	CREDITS
CS 120 Concepts of Computing	4
CS 133B Programming: Visual BASIC	4
CS 133J Programming: Java	4
CS 133U Programming: C++	4
CS 161and CS 162 Computer Science	8
CS 180 Computer Science Practicum	1- 4
CS 195 Web Development I.....	4
CS 198/CS 298 Special Studies	1- 3
CS 260 Data Structures	4
CS 280 Cooperative Work Experience	1- 8
CS 295 Web Development II.....	4
MTH 231 Discrete Mathematics.....	4
MTH 251, 252, 253 Calculus.....	12

A.S./Early Childhood Education (ECE) Emphasis:



Human Services

ENTRY POINT: Fall, winter, spring

ADVISOR: 541-278-5958

Intended Program Outcomes:

This program will prepare students for transfer to a four-year institution for completion of a baccalaureate degree in family and childhood education or for entry into employment in early childhood by providing them with the necessary knowledge and skills in the following areas:

- Organizational skills including record keeping and computer skills
- Critical thinking
- Understanding of regulatory systems (rules and regulations)
- Knowledge of the community and resources
- Understanding of special needs (recognition, inclusion, and resources)
- Assessment and observation (tools and their use)
- Guidance and discipline
- Child development
- Cultural differences and the impact on education
- Environments and curriculum
- Developmentally appropriate practices

Students will complete the general A.S. requirements along with the following ECE emphasis requirements, completing a minimum of 90 credits.

	CREDITS
ECE 101 Family and Community Relations	3
ECE 150 Observation/Assessment and Recording	3
ECE 151 Guidance and Classroom Management.....	3
ECE 226 Child Development	3
ECE 240 Curriculum/Planning.....	3
ECE 248 Overview of Special Services	3
ECE Electives*	12
PSY 201 General Psychology.....	3
PSY 203 General Psychology	3

*Student should consult with their advisor when selecting ECE electives.

A.S./Human Services Emphasis



Human Services

ENTRY POINT: Fall, winter, spring
ADVISOR: 541-278-5920

This program is designed to prepare students for entry-level professional positions in a variety of social service agencies, including substance abuse treatment programs, detention facilities, rehabilitation/treatment programs, habilitation/training programs, nursing homes, employment and training service agencies, educational institutions, welfare agencies, and crisis intervention programs. Students enrolled in this program will successfully complete a minimum of 96 credit hours. A student also can obtain an A.A.O.T. degree by taking two more classes (one in laboratory science and one in humanities).

Students will complete the general A.S. requirements along with the following human services emphasis requirements. For students choosing to continue their education beyond an associate's degree, transferability of credits has been confirmed with many OUS institutions. An informal transfer agreement with a local, four-year institution offering a bachelor's degree in social work is in place.

	CREDITS
BI 101 General Biology	4
BI 103 General Biology	4 OR
BI 233 Human Anatomy and Physiology	4
HPE 295 Health and Fitness for Life or equivalent	3
HS 100 Introduction to Human Services	3
HS 154 Community Resources	3
HS 155 Interviewing	3
HS 170 Introduction to Practicum	1
HS 265 Casework Interviewing	3
HS 266 Case Management	3
HS 267 Counseling and Systems Strategies	3
HS 280 Cooperative Work Experience	4
HS 280 Cooperative Work Experience	4
HS 280 Cooperative Work Experience	4
HS 280 Cooperative Work Experience	4
PS 222 Public Policy	3 OR
PS 203 American Government/State and Local	3
PSY 201 General Psychology	3
PSY 202 General Psychology	3
PSY 203 General Psychology	3
PSY 119 Process in Living	3
PSY 237 Human Development	3
SOC 204 General Sociology	3
SOC 213 Minorities	3 OR
SOC 217 Family and Society	3
WR 123 English Composition	3

A.S./Mathematics Emphasis



Business, Management, Marketing, and Technology



Engineering, Manufacturing, and Industry



Human Services

ENTRY POINT: Fall, winter, spring
ADVISORS: 541-278-5814

This program will prepare the student for transfer to a university as the student pursues other advanced degrees in mathematics or related fields.

Students will complete the general A.S. requirements along with the mathematics emphasis recommendations for a minimum of 90 credits.

	CREDITS
CS 120 Concepts of Computing	4
CS 133B Programming: Visual BASIC	4
CS 133J Programming: Java	4
CS 133U Programming: C++	4
MTH 111 College Algebra	4
MTH 112 Elementary Functions	4
MTH 231 Discrete Mathematics	4
MTH 243 Introduction to Probability and Statistics	4
MTH 251/252/253 Calculus	12
MTH 256 Differential Equations	4
MTH 261 Linear Algebra	4

A.S./Nursing Emphasis



Health Science

ENTRY POINT: Fall

ADVISORS: 541-278-5881

Students must complete the prerequisites and general education requirements before applying for admission to the program. Please go to the nursing department pages of our website for current admission requirements and to access the admissions application packet.

The associate of science in nursing program is undergoing substantial revision. See an advisor for specific curriculum requirements.

The Oregon Health and Sciences University (OHSU) School of Nursing offers a bachelor of science degree in nursing. The OHSU School of Nursing has undergraduate programs located in Portland, La Grande, Klamath Falls, and Ashland. The undergraduate curriculum at all OHSU School of Nursing campus locations has been restructured. To receive written information about the new upper division nursing major, please contact the OHSU School of Nursing at 541-962-3803. Additional information may be obtained at www.ohsu.edu/son

Students will complete the general A.S. requirements along with the nursing emphasis requirements for a minimum of 93 credits. Students following the program guide will earn a non-designated A.S. degree. The courses below must be completed at an accredited college, university, or community college.

Natural Sciences:

CREDITS

BI 231 Human Anatomy and Physiology	4
BI 232 Human Anatomy and Physiology	4
BI 233 Human Anatomy and Physiology	4
BI 234 Microbiology	4
CH 104 Elementary Chemistry	5
CH 105 Elementary Chemistry	5

CH 106 Elementary Chemistry	5
MTH 111 College Algebra	4
MTH 243 Statistics (Descriptive and Inferential)	4
FN 225 Nutrition	4
TOTAL	43

Arts and Letters and Humanities:

Literature (one literature course in any subject area)	3
WR 121 English Composition	3
WR 122 English Composition	3
WR 123 English Composition	3 OR
WR 227 Technical Report Writing	3
SP 100 Human Communications	3
SP 111 Fundamentals of Speech	3
Arts and Letters/Humanities Electives	12
(Recommended areas: philosophy, foreign language, intercultural communication, and/or sign language)	
TOTAL	30

Social Sciences:

PSY 201 General Psychology	3
SOC 204 General Sociology	3
PSY 237 Human Development (Life-Span)	3
ANTH 103 Cultural Anthropology	3
Social Science Elective	3
(Recommended areas: political science, economics, or business science)	
TOTAL	15
Electives	6
TOTAL LOWER DIVISION CREDITS	94

A note on computer skills: Nursing students moving into a baccalaureate program are required to run computer software with minimal tutorial assistance. They will be expected to use computer skills in word processing, databases, and spreadsheets as they interact with the library and patient information systems, email, and Ed-Net communication.



Associate of Applied Science (A.A.S.) Degrees

These degrees are two-year designated professional/technical programs requiring a minimum of 93 credits. Each degree includes program requirements and general education requirements designed to meet core competencies. Each of the following A.A.S. degree descriptions reflects how the degree meets state requirements for writing, speech, mathematics/computer science, human relations, and general education.

- A maximum of 12 pass (P) program or elective credits may count toward an A.A.S. degree.
- A cumulative grade point average of 2.00 or better must be maintained for graduation.
- Students must attend Blue Mountain Community College at least two terms and complete a minimum of 24 BMCC credits in order for BMCC to award an A.A.S. degree.
- Program requirements are subject to change. Please consult with an advisor.

A.A.S./Accounting



Business, Management, Marketing, and Technology

ENTRY POINT: Fall, winter, spring

ADVISORS: 541-278-5736

This program is designed to prepare students for work in cost accounting, financial accounting, and tax accounting. This is a demanding curriculum, in which emphasis is placed on developing an understanding of accounting principles beyond those required of a bookkeeper, payroll clerk, accounts receivable clerk, or accounts payable clerk. Courses emphasize the development of analytical skills and the capacity to solve problems. The prospective student should have above-average ability in reasoning, reading comprehension, and basic knowledge of math fundamentals. At least 95 credit hours of course work must be completed satisfactorily to receive this degree.

	CREDITS
BA 101 Introduction to Business	4
BA 104 Business Mathematics*	4
BA 105 Business Mathematics*	4
BA 110X Business Computer Apps/MS Excel	3
BA 131 Intro to Business Computing	4
BA 177 Payroll Accounting	3
BA 198 Intro to Fraud	3
BA 206 Principles of Management	4
BA 209A Computerized Accounting Applications	3 OR
BA 209P Accounting Apps/Payroll	3 OR
BA 209Q Accounting Apps/Quickbooks	3
BA 210X Business Computer Applications – Adv Excel	3
BA 211 Principles of Accounting	4
BA 212 Principles of Accounting	4
BA 213 Principles of Accounting	4
BA 215 Cost Accounting	4
BA 220 Tax Accounting	4
BA 221 Accounting Problems/Tax	4
BA 226 Business Law	4
BA 261 Intermediate Accounting	4
BA 262 Intermediate Accounting	4
BA 263 Intermediate Accounting	4
BA 265 Accounting Problems	4
BA 268 Introduction to Auditing	3
BA 284 Pre-Employment Seminar	1
BA 285 Human Relations in Business	3
HTM 101 Customer Service	3
OA 220 Calculating Machines	3
SP 111 Fundamentals of Speech	3
WR 121 English Composition	3

***BA 104 and BA 105 may each be replaced with MTH 111 or higher Math. If both are replaced, it must be with two courses.**

A.A.S./Administrative Assistant



Business, Management, Marketing, and Technology

ENTRY POINT: Fall, winter, spring

ADVISORS: 541-278-5740

This program leading to an A.A.S. degree in administrative assistant offers students the opportunity to develop top-level office skills in various computer applications, formatting of business documents, word processing, and proofreading, along with the ability to transcribe oral dictation using word processing equipment. At least 93 credit hours of course work must be satisfactorily completed in order to receive this degree.

	CREDITS
BA 101 Introduction to Business	4
BA 104 Business Mathematics	4
BA 110A Access	3
BA 110X Business Computer Apps/MS Excel	3
BA 131 Introduction to Business Computing	4
BA 177 Payroll Accounting	3
BA 206 Principles of Management	4
BA 209P Accounting Applications/Payroll	3
BA 209Q Accounting Applications/Quickbooks	3
BA 210X Advanced Excel	3
BA 211 Principles of Accounting	4
BA 214 Business Communications	3
BA 284 Pre-Employment Seminar	1
BA 285 Human Relations in Business	3
BA 298 Ecommerce	4
HTM 101 Customer Service	3
HTM 126 Meeting & Event Planning	3
OA 116 Office Procedures	3
OA 121 Keyboarding	3
OA 122 Keyboarding	3
OA 123 Keyboarding	3
OA 124 Applied Keyboarding	3
OA 140 Business Document Editing	3
OA 201M Word Processing Procedures/Word	3
OA 202M Word Processing Procedures/Word	3
OA 206 Desktop Publishing	3
OA 220 Calculating Machines	3
OA 225 Machine Transcription	2
OA 280 Cooperative Work Experience	2
OA 290 Integrated Office Systems	3
SP 100 Human Communications	3 OR
SP 111 Fundamentals of Speech	3
WR 121 English Composition	3

Note: Students enrolled in this curriculum should contact their business advisor for approved electives.

A.A.S./Administrative Assistant: Medical Option



Business, Management, Marketing, and Technology

Health Science

ENTRY POINT: Fall, winter, spring

ADVISORS: 541-278-5740

This program leading to an A.A.S. in administrative office specialist, medical option, provides students with the specialized skills necessary for employment as medical administrative assistants. Students have the opportunity to develop top-level transcription, communication, and proofreading skills, as well as the ability to prioritize. Employment possibilities include hospitals, medical laboratories, and doctors' offices. At least 93 credit hours of course work must be satisfactorily completed in order to receive this degree.

CREDITS

BA 104 Business Mathematics	4
BA 110A Business Computing – Access	3
BA 110X Business Computing – Excel.....	3
BA 131 Introduction to Business Computing	4
BA 177 Payroll Accounting	3
BA 209Q Accounting Applications/Quickbooks	3
BA 211 Principles of Accounting	4
BA 214 Business Communications	3
BA 284 Pre-Employment Seminar	1
BA 285 Human Relations in Business	3
HTM 101 Customer Service Management	3
OA 116 Office Procedures.....	3
OA 121 Keyboarding	3
OA 122 Keyboarding	3
OA 123 Keyboarding	3
OA 124 Applied Keyboarding	3
OA 140 Business Document Editing	3
OA 201M Word Processing Procedures/ Word	3
OA 202M Word Processing Procedures/Word	3
OA 206 Desktop Publishing.....	3
OA 220 Calculating Machines	3
OA 225 Machine Transcription	2
OA 251 Medical Terminology	3
OA 252 Medical Terminology	3
OA 253 Medical Transcription	3
OA 254 Medical Transcription	3
OA 257 Medical Office Procedures	3
OA 258 Medical Insurance Procedures	3
OA 280 Cooperative Work Experience	2
SP 100 Human Communications	3 OR
SP 111 Fundamentals of Speech	3
WR 121 English Composition	3

A.A.S./Agriculture/Business



Business, Management, Marketing, and Technology



Natural Resources and Agri-Science

ENTRY POINT: Fall, winter, spring

ADVISORS: 541-278-5869

541-278-5845

A two-year A.A.S. degree program in agriculture/business will prepare the graduate for a career in the broad field of agri-business or in support areas of production agriculture by providing the necessary knowledge in the following areas:

- Industry-related employment skills
- Animal science (techniques, issues, technology, trends)
- Crop science (techniques, issues, technology, trends)
- Agriculture-related business practices
- Agriculture operations (safety, mechanical technology)

Examples of career opportunities include sales of equipment, fertilizer, and chemicals; agricultural credit; and record keeping. Many of the business and agriculture courses may be transferred to other four-year colleges. Students preparing to transfer should review their chosen institution's catalog and consult with their advisor for current recommendations and requirements.

CREDITS

AGM 131 Agriculture Safety	3
AGM 140 Agriculture Engines	3
AGM 211 Agriculture Construction & Surveying	3
AGM 221 Metals & Welding	3
AGR 101 Agriculture Orientation	1
AGR 111 Agriculture Computers	3
AGR 200 Pre-Employment Seminar	1
AGR 210 Agriculture Accounting	4
AGR 211 Agriculture Business Management	3
AGR 221 Agriculture Marketing	3
AGR 226 Agriculture Issues	3
AGR 280 Cooperative Work Experience	2
AGR 280 Cooperative Work Experience	1
AGR 296 Production Problems	4
ANS 121 Animal Science	3
ANS 122 Animal Science	3
BA 101 Introduction to Business	4
BA 206 Principles of Management	4
BA 211 Principles of Accounting	4
Business Electives*.....	12
CSS 100 Soils & Fertilizers	3
CSS 201 Principles of Crop Science	3
CSS 210 Forage Crops	3
EC 201 Principles of Economics/Microeconomics	3
EC 202 Principles of Economics/Macroeconomics	3
HE 252 First Aid.....	3 OR
HPE 295 Health & Fitness for Life	3
HORT 100 Plant Science	3
MTH 095 Intermediate Algebra	4
SP 100 Human Communication.....	3 OR
SP 111 Fundamentals of Speech	3
WR 121 English Composition	3
WR 227 Technical Report Writing	3

* Students should contact their agriculture advisor for approved electives.

A.A.S./Agriculture/Production: Crops Emphasis



Natural Resources and Agri-Science

ENTRY POINT: Fall, winter, spring

ADVISORS: 541-278-5869
541-278-5847

Intended Program Outcomes:

This two-year A.A.S. degree program in agriculture/production: crops will prepare the student for raising an agriculture crop commodity by providing the necessary knowledge in the following areas:

- Industry-related employment skills
- Animal science (techniques, issues, technology, trends)
- Crop science (techniques, issues, technology, trends)
- Agriculture-related business practices
- Agriculture operations (safety, mechanical technology)

The curriculum includes a balanced selection of courses in the areas of crops, livestock, mechanics, and business. A student who wishes to specialize in one particular area should work closely with an advisor to select appropriate courses.

CREDITS

AGM 131 Agriculture Safety	3
AGM 140 Agriculture Engines	3
AGM 211 Agriculture Construction & Surveying	3
AGM 221 Metals and Welding	3
AGM 240 Tractors	3
AGM 241 Agriculture Machinery	3

AGM 249 Advanced Agricultural Shop	2
AGM 250 Irrigation Systems Design	3
AGM 251 Irrigation Systems	3
AGR 101 Agriculture Orientation	1
AGR 111 Agriculture Computers	3
AGR 200 Pre-Employment Seminar	1
AGR 210 Agriculture Accounting.....	4
AGR 211 Agriculture Business Management	3
AGR 221 Agriculture Marketing	3
AGR 226 Agriculture Issues	3
AGR 280 Cooperative Work Experience	6
AGR 296 Production Problems	4
Agriculture Elective*	3
ANS 121 Animal Science	3
ANS 122 Animal Science	3
CSS 100 Soils and Fertilizers	3
CSS 201 Principles of Crop Science	3
CSS 210 Forage Crops	3
CSS 240 Pest Management	4
General Education Requirement*	9
HE 252 First Aid	3
HORT 100 Plant Science	3
HORT 111 Alternative Crop Production	3
Human Relations Requirement*	3
MTH 060 Elementary Algebra	4
RNG 241 Range Management	3
SP 100 Human Communication	3 OR
SP 111 Fundamentals of Speech	3
WR 065 Introduction to Technical Writing	3 OR
WR 121 English Composition	3

* Students should contact their agriculture advisor for approved electives, general education requirements, and human relations requirements.



A.A.S./Agriculture/Production: Livestock Emphasis



Natural Resources and Agri-Science

ENTRY POINT: Fall, winter, spring

ADVISOR: 541-278-5846

Intended Program Outcomes:

This two-year A.A.S. degree program in agriculture/production: livestock will prepare the student for raising of an agriculture livestock commodity by providing the necessary knowledge in the following areas:

- Industry-related employment skills
- Animal science (techniques, issues, technology, trends)
- Crop science (techniques, issues, technology, trends)
- Agriculture-related business practices
- Agriculture operations (safety, mechanical technology)

The curriculum includes a balanced selection of courses in the areas of crops, livestock, mechanics, and business. A student who wishes to specialize in one particular area should work closely with an advisor to select appropriate courses

	CREDITS
AGM 131 Agriculture Safety	3
AGM 140 Agriculture Engines	3
AGM 211 Agriculture Construction & Surveying	3
AGM 221 Metals and Welding	3
AGM 241 Agriculture Machinery	3
AGM Elective*	3
AGR 101 Agriculture Orientation	1

AGR 200 Pre-Employment Seminar	1
AGR 210 Agriculture Accounting	4
AGR 211 Agriculture Business Management	3
AGR 221 Agriculture Marketing	3
AGR 226 Agriculture Issues	3
AGR 280 Cooperative Work Experience	1
AGR 280 Cooperative Work Experience	1
AGR 280 Cooperative Work Experience	1
AGR 280 Cooperative Work Experience	1
AGR 296 Production Problems	4
ANS 121 Animal Science	3
ANS 122 Animal Science	3
ANS 211 Animal Nutrition	4
ANS 217 Artificial Insemination	3
ANS 220 Beef Production	4
ANS 221 Horses and Horsemanship	3
ANS 231 Livestock Evaluation	3
ANS 232 Livestock Evaluation	3
ANS 240 Animal Health	5
CSS 100 Soils and Fertilizers	3
CSS 201 Principles of Crop Science	3
CSS 210 Forage Crops	3
General Education Requirement*	9
HE 252 First Aid	3
HORT 100 Plant Science	3
Human Relations Requirement*	3
MTH 060 Elementary Algebra	4
RNG 241 Range Management	3
SP 100 Human Communications	3 OR
SP 111 Fundamentals of Speech	3
WR 065 Introduction to Technical Writing	3

* Students should contact their agriculture advisor for approved electives, general education requirements, and human relations requirements.



A.A.S./Business Administration



Business, Management, Marketing, and Technology

ENTRY POINT: Fall, winter, spring

ADVISORS: 541-278-5736

Intended Program Outcomes:

This two-year A.A.S. degree program in business administration will prepare the student either to transfer to an OUS institution on a course-by-course basis or to be effective in the workplace in the following areas:

- Communication skills and strategies (including marketing)
- Management techniques and practices
- Business technology implementation and use
- Professional practices (customer service, meeting planning, business law)
- Business operations (planning, control, collection)
- Computation (form processing, banking and interest calculation, payroll)

The program offers a combination of online and on-campus instruction along with cooperative work experience to give students a look at day-to-day experiences and decisions in the business world.

CREDITS

BA 101 Introduction to Business	4
BA 104 Business Mathematics*	4
BA 105 Business Mathematics*	4
BA 110A Business Computer Applications/MS Access	3
BA 110X Business Computer Applications./MS Excel	3

BA 131 Introduction to Business Computing	4
BA 198 Intro to Fraud	3
BA 206 Principles of Management	4
BA 210X Business Computer Applications-Advanced Excel....	3
BA 211 Principles of Accounting	4
BA 212 Principles of Accounting	4
BA 213 Principles of Accounting	4
BA 214 Business Communications	3
BA 215 Cost Accounting	4
BA 223 Principles of Marketing	4
BA 224 Human Resources Management	3
BA 226 Business Law	4
BA 249 Retail Selling	3
BA 265 Accounting Problems	4
BA 284 Pre-Employment Seminar	1
BA 285 Human Relations in Business	3
BA 298 Ecommerce	4
HTM 101 Customer Service Management	3
HTM 126 Meeting and event Planning	3
OA 121 Keyboarding	3
OA 201M Word Processing/MS Word	3
OA 220 Calculating Machines	3
SP 111 Fundamentals of Speech	3
WR 121 English Composition	3

* BA 104 Business Math and BA 105 Business Math may be replaced with MTH 111 or higher. If both are replaced, it must be with two courses.

** Students should contact their business advisor for approved electives.



A.A.S./Civil Engineering Technology



Engineering, Manufacturing, and Industry

ENTRY POINT: Fall, winter, spring

ADVISORS: 541-278-5748

541-278-5782

Intended Program Outcomes:

This two-year A.A.S. degree program in civil engineering technology will prepare the student either to transfer to a four-year degree program in construction management or to be effective as a technician on a civil engineering team in the following areas:

- Concrete design
- Applied structural design methods
- Applied technology (production software, computer-aided drafting/CAD, geographical information systems/GIS)
- Communication skills (writing, presentation techniques)
- Property surveying
- Estimating, proposal development

Students with appropriate math and science aptitude can complete the civil engineering/construction technology curriculum in two years at BMCC. Students desiring to transfer to four-year engineering programs are encouraged to complete the engineering transfer program requirements.

CREDITS

CET 111 Introduction to Engineering Technology	3
CET 112 Computer Aided Drafting	3
CET 114 Introduction to Geographic Info Systems	3
CET 145 Engineering Graphics	3
CET 152 Materials of Construction	2 OR
CET 162 Engineering Materials	3
CET 215 Contract Documents*	3
CET 222 Concrete Practices	4
CET 223 Soil Mechanics*	3
CET 231 Structures *	4
CET 235 Structures *	4
CET 242 Structures *	4
CET 251 Estimating Construction Costs*	4
CET 261 Hydraulics	4
GEOG 206 Geography of Oregon	3 OR
EC 201 Principles of Economics/Micro*	3
GS 104 Physical Science/Physics	4 OR
PHY 201 General Physics*	5
MTH 095 Intermediate Algebra	4
MTH 111 College Algebra	4
MTH 112 Elementary Functions	4
SP 100 Human Communications*	3 OR
SP 111 Fundamental of Speech*	3
SUR 161 Plane Surveying*	5
SUR 162 Surveying and Mapping	5
SUR 166 Highway Fundamentals	3
SUR 167 Surveying Seminar	3 OR
CS 120 Concepts of Computing	4
WR 115 Introduction to College Writing* or higher	3
WR 227 Technical Report Writing*	3

* Items noted with an asterisk satisfy Boise State University articulation requirements.

Note: Students completing this degree program must meet

the general education requirements listed for the associate of applied science degree in this catalog. Electives must be approved by a program advisor.



A.A.S./Drafting Technology



Engineering, Manufacturing, and Industry

ENTRY POINT: Fall, winter
ADVISORS: 541-278-5748
 541-278-5782

Intended Program Outcomes:

This two-year A.A.S. degree program in drafting technology will prepare the student to be effective as a drafting/CAD (computer-aided drafting) technician in the workplace in the following areas:

- Applied structural detailing
- Applied construction monitoring
- Applied technology (production software, CAD, geographical information systems/GIS)
- Communication skills (writing, presentation techniques)
- Property surveying
- Contract documents, estimating

Students with appropriate math and visualization skills and good attention to detail can complete the drafting technology curriculum in two years at BMCC.

CREDITS

BA 285 Human Relations in Business	3
CET 111 Introduction to Engineering Technology	3
CET 112 Computer-Aided Drafting	3
CET 113 Advanced Computer Aided Drafting	3
CET 114 Introduction to Geographic Info Systems	3
CET 145 Engineering Graphics	3
CET 152 Materials of Construction	2 OR
CET 162 Engineering Materials	3
CET 205 Structural Drafting	3
CET 215 Contract Documents	4
CET 222A Concrete Field Testing Technician.....	1
CET 222B Concrete Control Technician	2
CET 222C Concrete Strength Testing Technician	1
CET 223 Soil Mechanics	3
CET 251 Estimating Construction Costs	4
CET 263 3-D Computer Aided Drafting	3
CET 280 Cooperative Work Experience	3
CET 280 Cooperative Work Experience	3
CET 280 Cooperative Work Experience	3
Computer Science Elective*	3
GEOG 101 Physical Geography	3 OR
Science Elective*	3/4
GEOG 206 Geography of Oregon	3
GS 104 Physical Science/Physics	4
MTH 060 Elementary Algebra	4
SP 100 Human Communications	3 OR
SP 111 Fundamentals of Speech	3
SUR 161 Plane Surveying	5
SUR 162 Surveying and Mapping	5
SUR 166 Highway Fundamentals	3
Technical Elective*	3
WR 060 Elements of the Essay	3
WR 065 Introduction to Technical Writing	3

* All electives should be selected with associate of arts degree requirements in mind.

A.A.S./Early Childhood Education



Human Services

ENTRY POINT: Fall, winter, spring
ADVISOR: 541-278-5958

Intended Program Outcomes:

This two-year A.A.S. degree program in early childhood education (ECE) will prepare students for entry into employment by providing them with the necessary knowledge and skills in the following areas:

- Organizational skills, including record keeping, and computer skills
- Critical thinking
- Understanding of regulatory systems (rules and regulations)
- Knowledge of the community and resources
- Understanding of special needs (recognition, inclusion, and resources)
- Assessment and observation (tools and their use)
- Guidance and discipline
- Child development
- Cultural differences and the impact on education
- Environments and curriculum
- Developmentally appropriate practices

This degree program fulfills the federal education requirements for Head Start employees.

A minimum of 93 credits is required for this degree. A grade of C or better is required in all ECE coursework to apply to the degree. The student is required to complete a criminal record check before enrollment in ECE 161/ECE 163 Practicum or a Cooperative Work Experience (CWE).

Required core courses:

	CREDITS
ECE 101 Family and Community Relations	3
ECE 150 Observation/Assessment and Recording.....	3
ECE 151 Guidance and Classroom Management.....	3
ECE 161 Practicum Infants/Toddlers	4
ECE 280 Cooperative Work Experience	4
ECE 163 Practicum Preschool	4 OR
ECE 280 Cooperative Work Experience	4
ECE 226 Child Development	3
ECE 240 Curriculum/Planning	3
ECE 248 Overview of Special Services	3

Select 5 courses (15 credits or more) from List 1:

ECE 152 Creativity for Young Children	3
ECE 153 Music and Movement	3
ECE 154 Literature and Literacy	3
ECE 175A First by Five/Social Emotional Growth and Socialization	1
ECE 175B First by Five/Group Care	1
ECE 175C First by Five/Learning and Development	1
ECE 175D First by Five/Culture, Families and Providers.....	1
ECE 198 Special Studies	3
ECE 227 Enhancing Social Emotional Development	3
ECE 249 Inclusion of Children with Special Needs	3
ECE 295 Child Care Administration	3
ECE 296 Issues and Trends	3
ED 258 Multicultural Education	3

Select 1 course (3 credits or more) from List 2:

HE 100 Introduction to Health Services	4
HE 250 Personal Health	3
HE 253 Personal Nutrition	3
HPE 295 Health and Fitness for Life	3
FN 225 Nutrition	4
FN 230 Children, Families and Nutrition.....	3

CS 120 Concepts of Computing *	4
SP 111 Fundamentals of Speech.....	3
Health and Fitness	3
Human Relations 3 Electives**	3

* CS 120 may be selected ONLY if students test into MTH065 or above.

**All electives should be selected with associate of arts degree requirements in mind.

General Education Requirements:

WR 060 Elements of the Essay (or above).....	3
MTH 060 Elementary Algebra (or above)	4 OR



A.A.S./Hospitality Management



Business, Management, Marketing, and Technology

Human Services

ENTRY POINT: Fall, winter, spring

ADVISOR: 541-278-5737

Intended Program Outcomes:

This program will prepare the student either to transfer to an OUS institution on a course-by-course basis, or to be effective in a career as a manager in the hospitality and tourism industries by having the requisite knowledge in the following areas:

- Marketing function, including interrelationships between hospitality and tourism, and its effects on the hospitality industry financial performance.
- Applying market appropriate professional guest service standards to deliver competitive guest experiences to diverse cultural groups.
- Identifying hospitality industry functions and their required procedures and legal techniques.
- Techniques for and ability to maximize hiring, carry out training and development, and retain hospitality employees.
- Analyze financial statements, isolate potential problems, and identify appropriate corrective action to control and manage the critical revenue and cost centers.

Students who complete this type of degree can have a competitive advantage in applying for management positions. In addition, the curriculum helps students gain the confidence and necessary business skills to develop tourism/hospitality entrepreneurship opportunities.

CREDITS

BA 104 Business Math	3	OR
MTH 060 Elementary Algebra or above	4	
BA 131 Introduction to Business Computing	3	
BA 206 Principles of Management	4	
BA 211 Principles of Accounting	4	
BA 212 Principles of Accounting	4	
BA 223 Principles of Marketing	4	
BA 280 Cooperative Work Experience (Hospitality)	3	
BA 284 Pre-Employment Seminar.....	1	
BA 285 Human Relations in Business	3	
FN 225 Nutrition	3	
GEOG 206 Geography of Oregon.....	3	OR
GEOG 120 World/Regional Geography	3	
HTM 100 Introduction to the Hospitality Industry.....	3	
HTM 101 Customer Service Management	3	
HTM 102 Hotel Restaurant and Travel Law	3	
HTM 104 Travel and Tourism Industry	3	
HTM 105 Introduction to the Food/Beverage Industry.....	3	
HTM 107 Sanitation and Safety for Managers.....	3	
HTM 109 Front Desk Operations.....	3	
HTM 124 Catering/Banquet Operations	3	
HTM 126 Meeting and Convention Management.....	3	
HTM 127 Travel Sales and E-Commerce.....	3	
HTM 130 Beverage Management	3	
HTM 132 Menu Engineering.....	3	
OA 206 Desktop Publishing and Presentations.....	3	
PSY 201 General Psychology	3	
SOC 204 General Sociology	3	
SP 111 Fundamentals of Speech.....	3	
SP 115 Intercultural Communication	3	
WR 121 English Composition	3	
WR 227 Technical Writing	3	

A.A.S./Human Services



Human Services

ENTRY POINT: Fall, winter, spring

ADVISOR: 541-278-5920

This two-year A.A.S. degree program in human services is designed to prepare students for entry-level professional positions in a variety of social service agencies, including substance abuse treatment programs, detention facilities, rehabilitation/treatment programs, habilitation/training programs, nursing homes, employment/training service agencies, educational institutions, welfare agencies, and crisis intervention programs. Students enrolled in this program will successfully complete a minimum of 94 credit hours.

CREDITS

ANTH 103 Introduction to Cultural Anthropology	3
BI 080 Anatomy and Physiology	3
BI 101 General Biology	4
BI 231 Human Anatomy and Physiology.....	4
CS 120 Concepts of Computing	4
Electives*	6
HS 100 Introduction to Human Services	3
HS 154 Community Resources	3
HS 155 Interviewing	3
HS 170 Introduction to Practicum	1
HS 265 Casework Interviewing	3
HS 266 Case Management	3
HS 267 Counseling and Systems Strategies	3
HS 280 Cooperative Work Experience	4
HS 280 Cooperative Work Experience.....	4
HS 280 Cooperative Work Experience	4
HS 280 Cooperative Work Experience	4
MTH 060 Elementary Algebra	4
PS 203 American Government/State & Local	3
PS 222 Public Policy	3
PSY 119 Process in Living	3
PSY 201 General Psychology	3
PSY 202 General Psychology	3
PSY 203 General Psychology	3
PSY 225 Group Process	3
PSY 237 Human Development	3
SOC 204 General Sociology	3
SOC 213 Minorities	3
SOC 217 Family and Society	3
SP 111 Fundamentals of Speech	3
WR 121 English Composition	3
WR 122 English Composition	3
WR 123 English Composition	3
WR 227 Technical Report Writing	3

* Approved electives include: HS 101 Alcohol and Drug/Use, Misuse, and Addiction; HS 299, SOC/PSY/HS courses, or other instructor-approved courses.

A.A.S./Industrial Technology



Engineering, Manufacturing, and Industry

ENTRY POINT: Fall, winter, spring

ADVISOR: 541-278-5854

BMCC provides a two-level industrial technology program, which includes related training for local apprenticeship programs and an A.A.S. degree for journeypersons who have completed their apprenticeship.

Apprenticeship

Apprenticeships are programs of education and training that prepare people for careers in the crafts and trades. There are two components to apprenticeship training: on-the-job training, and classroom instruction or related training. Classroom instruction provides the theoretical knowledge that the apprentice uses in the work place. Classroom instruction is designed to provide apprentices with knowledge in technical subjects related to their occupation. Generally, 144 hours of related classroom instruction are required during each year of apprenticeship training. Under the guidance of a journeyperson, apprentices gain additional skills and experience while on the job.

Apprenticeship programs and training offered through BMCC include: inside electrician, industrial maintenance mechanic, industrial refrigeration, limited manufacture plant electrician, limited maintenance electrician, limited energy technician A, limited energy technician B, plumber, and programmable logic controller and technician.

Training for registered apprentices is offered through BMCC in accordance with the Oregon State Bureau of Labor and Industry, The Apprenticeship and Training Division, U. S. Department of Labor and the Oregon State Apprenticeship and Training Council. For more information about apprenticeship program offerings, program opening dates, or minimum , contact the apprenticeship coordinator at 541-278-5854.

Associate of Applied Science Degree in Industrial Technology

BMCC offers an A.A.S. degree in industrial technology to trade journeypersons for apprenticeship training by occupation. Journeypersons may receive up to 40 credits for their on-the-job experience and 24 credits for related apprenticeship training. To be considered for this degree, a candidate must have completed the related training and have successfully obtained his or her journeyperson status in one of the occupations represented in the BMCC service district.

General Education Courses	CREDITS
(refer to A.A.S. degree information page 58)	18
General Elective Courses	10
Related Training Classes*	24
Journeyperson Status**	40
TOTAL	92

* This standard is based on the current related training requirement of 576 hours for a four-year apprenticeship (144 hours per year). Up to 12 credit hours of allied professional technical and/or college transfer courses may be applied to this requirement.

** Status must be certified by the State of Oregon Apprenticeship Training Division. This credit equivalent is based on a four-year apprenticeship. Up to 10 credits per

year are granted. Up to 20 credits of allied professional/technical and/or other college courses may be applied to this requirement. See your advisor for course selection advice.

A.A.S./Nursing: Registered Nurse (R.N.)



Health Science

ENTRY POINT: Fall

ADVISORS: 541-278-5881

Registered nurses (R.N.'s) use their knowledge, skills, and problem-solving abilities to help individuals, families, and groups with health needs. R.N.'s care for and work with people to help them become healthier or to regain health after illness or surgery. Nurses teach health practices to clients and other health care providers and frequently supervise the work of nursing assistants and practical nurses. R.N.'s also administer medications and perform treatments for patients. Nurses work in a variety of settings, including hospitals, long-term care, schools, industry, clinics, and patients' homes.

R.N. Program Admission Requirements

Students must complete the prerequisites and general education requirements before applying for admission to the program. Please refer to the nursing department webpages of our website for current admission requirements and to access the admission application packets.

R.N. Curriculum

The R.N. program is undergoing substantial revision. See an advisor for specific curriculum requirements.

This program is approved by the Oregon State Board of Nursing. The goal of the nursing department is to help students develop into competent nurses through a general education at the associate degree level in the natural and behavioral sciences. Students are provided an opportunity to learn and to practice nursing in a variety of health-care settings. Graduates of this program are eligible to take National Council Licensing Examinations (NCLEX-RN*).

	CREDITS
HE 298 RN Review	1
NUR 101 Fundamentals of Nursing	9
NUR 102 Medical-Surgical Nursing	9
NUR 103 Medical-Surgical Nursing	13
NUR 151 Nursing Skills Laboratory	1
NUR 161 Nursing Skills Laboratory	1
NUR 171 Nursing Skills Laboratory	1
NUR 201 Advanced Medical-Surgical Nursing	11
NUR 202 Maternal, Neonatal and Women's Health	11
NUR 203 Psychiatric/Community Nursing	11
NUR 254 Health Assessment	3
PHC 211 Pharmacology	2
PHC 212 Pharmacology	2

* To sit for NCLEX RN exam students must take an R.N. exit exam (4-5 hours) and 10 hour review class spring term (during the sixth term of the R.N. program).

A.A.S./Paraeducator (Previously Education Assistant)



Human Services

ENTRY POINT: Fall, winter, spring
ADVISOR: 541-278-5802

Students who complete this degree program's requirements will be prepared to enter the K-12 school system successfully as a paraeducator and will demonstrate the following outcomes:

- Practice ethical and professional standards of conduct.
- Communicate with colleagues, follow instructions, and solve problems.
- Have general knowledge of legal issues related to youth with disabilities and their families.
- Have awareness of and sensitivity to diversity among youths, families, and colleagues.
- Apply effective instructional elements to assist teaching and learning in a variety of settings.
- Use appropriate strategies and techniques to provide instructional support to English language learners (ELL).
- Motivate and assist children in building self-esteem, interpersonal and academic skills, and independence through positive behavior support and management.
- Understand staffing patterns, roles, and responsibilities of professionals and paraprofessionals.
- Know and follow health, safety, and emergency procedures.
- Use technology to assist in teaching and learning activities.
- Demonstrate math competency at the introductory algebra level.
- Demonstrate reading and writing competency at college level.

This curriculum is an Oregon Department of Education program approved statewide that meets the requirements of the federal No Child Left Behind legislation for "Highly Qualified" status. The paraeducator program offers course work designed for anyone interested in teaching and learning techniques or working as an educational assistant in the K-12 school system. The core curriculum offers instruction in basic teaching strategies in language arts/math/science, working with diverse and special needs populations, technology, and classroom management, as well as practicum experience. In addition, general education courses in human relations, communication, and computation are incorporated. The curriculum is available through distance education courses as well as face-to-face courses. Some of the paraeducator course requirements also satisfy the paraeducator certificate requirements.

Core Professional/Technical Paraeducator Requirements **CREDITS**

ED 100 Introduction to Education.....	1
ED 113 Instructional Strategies in Language Arts.....	3
ED 114 Instructional Strategies in Math/Science	3
ED 130 Classroom Management	3
ED 131 Instructional Strategies.....	3
ED 169 Overview of Student with Special Needs.....	3
ED 200 Foundation of Education	3
ED 229 Learning and Development	3
ED 235 Educational Technology	3
ED 254 Instructional Strategies in ELL Students	3
ED 258 Multicultural Education	3
ED 280 Cooperative Work Experience Practicum.....	3-6

General Education Requirements:

General education requirements must total 18 credits. If competency in WR 115 and MTH 60 is met with the placement test or other means, students must take other general education courses for a total of 18 credits.

WR 115 or higher	6
MTH 60 or higher	4
SP 100 or above	3
General education electives (may include speech, writing, math, computer science, or human relations classes)	5

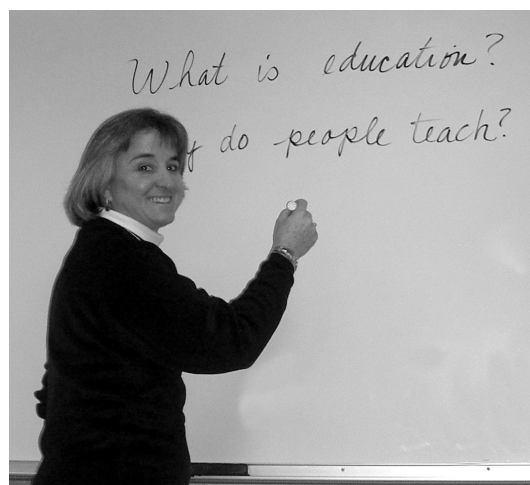
A.A.S. computer literacy requirements are met with ED 235 Educational Technology. A.A.S. human relations requirements are met with ED 258 Multicultural Education. ED 235 and 258 cannot count as general education courses.

Lower Division Collegiate Requirements:

Health and Fitness (HE 250, HPE 295, HE 252, FN 225 or 230, or equivalent)	3
Arts and Letters.....	6
Social Science.....	9
Science with Laboratory.....	8

Electives: Electives include any lower division credit or professional/technical course that meets A.A.O.T. transfer requirements. Students should take enough electives to meet the 93 total credits required.

Other Requirements: Students must have RD 35 or higher or competence as determined by the BMCC Education Department or the placement test. Total credits needed for the A.A.S. degree are 93.



Associate Degree in General Studies (A.G.S.)

The associate degree in general studies (A.G.S.) is a non-designated degree that requires a minimum of 90 credit hours. The candidate for the A.G.S. must understand that the degree is not a transfer degree, although some or possibly all of the courses may be accepted by another institution. General education requirements are designed to meet the core competencies outlined by the Statement of Student Outcomes on page 29.

	CREDITS
Writing -----	3
WR 060 or above	
Speech -----	3
SP 100 or SP 111	
Arts and Letters (Humanities) -----	6
Selection from page 30 - 31.	
Social Science -----	6
Selection from page 31.	
Mathematics -----	4
MTH 060 or above	
Science/Computer Science -----	4
Science with laboratory - Selection from page 31 or CS 120, CS 121, CS 122)	
Professional/Technical Courses. -----	24
Twelve (12) of these credits must be achieved from one concentration.	
Electives -----	40
Selection from courses on pages 31 - 34.	
Total Credit Requirement -----	90

- A maximum of 6 credits of physical education activity courses may be used as elective credits.
- A maximum of 12 pass (P) program or elective credits may count toward an A.G.S. degree.
- A cumulative grade point average of 2.00 or better must be maintained for graduation.
- Students must attend Blue Mountain Community College at least two (2) terms and complete a minimum of 24 BMCC credits in order for BMCC to award an A.G.S. degree.



Certificates

The certificate of completion is awarded to those students who complete the requirements of a specific curriculum of less than two academic years and have a grade point average of at least 2.00 (C average).

The curriculum for a certificate of completion must include at least 9 credit hours of general education courses in the areas of written communication, oral communication, computation, and human relations. For specific program requirements, see the Program Description section of this catalog. Program requirements are subject to change. Please consult with an advisor for the most up-to-date information.

Questions regarding suitability of any course should be directed to the Office of Admissions and Records at 541-278-5759 or by email at admissionsandrecords@bluecc.edu.

Accounting Technician Certificate



Business, Management, Marketing, and Technology

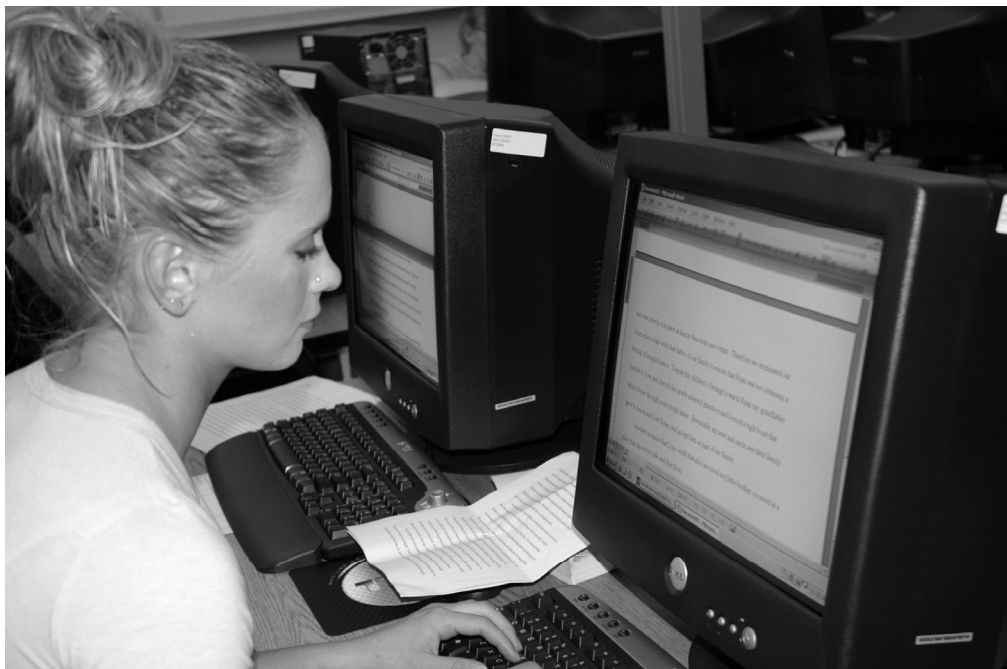
ENTRY POINT: Fall, winter, spring

ADVISORS: 541-278-5736

This is a one-year business program in which students acquire specialized training and skills in basic accounting applications. Students completing this program are prepared for work as bookkeepers, accounts receivable clerks, accounts payable clerks, or similar positions. At least 49 credits of course work are required to receive this certificate.

CREDITS

BA 101 Introduction to Business	4
BA 104 Business Mathematics	4
BA 105 Business Mathematics.....	4
BA 110X Business Computer Applications/MS Excel	3
BA 131 Introduction to Business Computing	4
BA 177 Payroll Accounting	3
BA 209A Accounting Applications	3 OR
BA 209Q Quick Books	3
BA 209P Accounting Applications/Payroll	3
BA 210X Business Computer Applications – Excel.....	3
BA 211 Principles of Accounting	4
BA 212 Principles of Accounting	4
BA 284 Pre-Employment Seminar	1
BA 285 Human Relations in Business	3
OA 220 Calculating Machines	3
SP 111 Fundamentals of Speech	3 OR
WR 115 Introduction to College Writing	3 OR
WR 121 English Composition	3



Dental Assisting Technician Certificate



Health Science

ENTRY POINT: Fall
ADVISORS: 541-278-5876

Admission Requirements

Enrollment information is available from the Office of Admissions and Records in Morrow Hall on the BMCC Pendleton campus or online at the website listed below. Completed enrollment application materials will be accepted January 1 through the last Friday in April for admission for the following fall term. (Applications will not be held over for subsequent year's admission.) Student must have completed or be enrolled in the prerequisite courses before applying for admission to the program. Please refer to the Office of Admissions and Records website:

www.bluecc.edu/programs/departments/dental/index.html

Dental Assisting Technician Curriculum

Intended Program Outcomes:

This one-year certificate program will prepare the student to be effective in the workplace in the following areas:

- Assist a dentist with patient treatment
- Radiographic proficiency (exposure, processing, mounting, and evaluation)
- Material manipulation (selection, classification, safe handling, and disposal)
- Infection control (instrument and room processing to prevent disease transmission, OSHA compliance)
- Business office procedures (computer data entry, scheduling, records management)
- Employment readiness (professionalism, writing skills, ethics, legal and federal compliance [HIPAA] procedures)

Upon successful completion of this program, students receive a certificate in dental assisting technician. Students must receive a C grade or above in all course work to be considered as having successfully completed the program. The program is accredited by the American Dental Association's Commission on Accreditation of Dental and Auxiliary Education Programs and by the Oregon Board of Dentistry. Graduating students are eligible to take the Dental Assisting National Board Examination.

Before Fall Term Entry:

The following courses must be completed with a C grade or higher by the end of the spring term:

COURSE	CREDITS
WR 060 Elements of the Essay or above	3
MTH 015 Math Improvement or above	3
SP 100 Human Communications or above	3

Students must present proof of two MMR vaccinations, a negative tuberculin skin test or chest x-ray, initiation of the Hepatitis B vaccination series, and tetanus vaccination, as well as a current Health Care Provider level "C" CPR card that expires after completion of the program.

Courses within the dental assisting curriculum can be used as the professional/technical credits for the associate degree

in general studies. The human relations requirement of this program is met specifically in DA 090 Dental Health Education.

	CREDITS
DA 041 Dental Radiology	4
DA 042 Dental Radiology	3
DA 043 Dental Radiology	1
DA 051 Chairside Procedures	3
DA 052 Chairside Procedures	3
DA 053 Chairside Procedures	2
DA 054 Dental Specialties	2
DA 062 Clinical Practice	4
DA 063 Clinical Practice	8
DA 066 Clinical Practice Seminar	1
DA 070 Basic Dental Science	3
DA 072 Dental Anatomy	4
DA 074 Dental Pathology	1
DA 076 Dental Pharmacology	1
DA 080 Dental Materials	3
DA 082 Dental Laboratory Materials and Procedures	2
DA 090 Dental Health Education	2
DA 092 Dental Law and Ethics	1
DA 094 Dental Business Office	3
DA 096 Medical Emergencies in the Dental Office	1



Hospitality, Tourism, and Management Certificate



Business, Management, Marketing, and Technology
Human Services

ENTRY POINT: Fall
ADVISORS: 541-278-5737

This one-year program introduces students to the field of the hospitality industry, including tourism, travel, and management. Online and classroom instruction, and cooperative work experience offers students a look into the day-to-day experiences at hospitality and tourism sites. This certificate helps prepare students for entry-level positions in management and introduces them to the professionalism necessary for business success and upward mobility in the hospitality and tourism industry.

	CREDITS
BA 101 Introduction to Business	4
BA 104 Business Math	4
BA 131 Introduction to Business Computing	4
BA 223 Principles of Marketing	4
BA 284 Pre-Employment	1
BA 285 Human Relations in Business	3
HTM 100 Introduction to Hospitality Industry	3
HTM 101 Customer Service Management	3
HTM 102 Hotel, Restaurant and Travel Law	3
HTM 104 Intro to Travel & Tourism	3
HTM 126 Meeting and Event planning	3
HTM 130 Beverage Management	3
OA 121 Keyboarding	3
OA 220 Calculating Machines	3
SP 111 Fundamentals of Speech	3
WR 121 English Composition	3

* Student should consult with an advisor regarding choices for hospitality, tourism and management electives.

Office Assistant Certificate



Business, Management, Marketing, and Technology

ENTRY POINT: Fall, winter, spring
ADVISORS: 541-278-5740

This one-year certificate program is designed to provide specialized training and skills for work as an office assistant. At least 47 credit hours of course work must be satisfactorily completed in order to receive this certificate

	CREDITS
BA 101 Intro to Business.....	4
BA 104 Business Math	4
BA 110X Business Computer Applications-Excel.....	3
BA 131 Introduction to Business Computing	4
BA 284 Pre-Employment Seminar	1
BA 285 Human Relations in Business	3
OA 116 Office Procedures	3
OA 121 Keyboarding	3
OA 122 Keyboarding	3
OA 123 Keyboarding	3
OA 140 Business Document Editing	3
OA 220 Calculating Machines	3
OA 225 Machine Transcription	2
SP 100 Human Communications	3 OR
SP 111 Fundamentals of Speech.....	3
WR 121 English Composition	3

Office Assistant: Medical Option Certificate



Business, Management, Marketing, and Technology



Health Science

ENTRY POINT: Fall, winter, spring
ADVISORS: 541-278-5740

This is a one-year certificate program designed to prepare students for entry-level positions as receptionists and/or records clerks in medical offices. The course work lays the foundation for a two-year associate of applied science degree program for those students who want to continue their education. Emphasis is placed on the study of general office skills as well as medical office theories and policies, including practical experience on current equipment and software. At least 47 credit hours of course work must be satisfactorily completed in order to receive this certificate.

	CREDITS
BA 104 Business Math	4
BA 110X Business Computer Applications- Excel.....	3
BA 131 Introduction to Business Computing	4
BA 284 Pre-Employment Seminar	1
BA 285 Human Relations in Business.....	3
OA 116 Office Procedures	3
OA 121 Keyboarding.....	3
OA 122 Keyboarding.....	3
OA 123 Keyboarding	3
OA 140 Business Document Editing	3
OA 220 Calculating Machines	3
OA 225 Machine Transcription.....	2
OA 251 Medical Terminology	3
OA 252 Medical Terminology	3
OA 257 Medical Office Procedures	3
WR 121 English Composition	3

Paraeducator Certificate (previously Education Assistant)



Human Services

ENTRY POINT: Fall, winter, spring
ADVISOR: 541-278-5802

Intended Program Outcomes:

Students who complete the paraeducator certificate will be prepared to enter the K-12 school system successfully as a paraeducator and will demonstrate the following outcomes:

- Practice ethical and professional standards of conduct.
- Communicate with colleagues, follow instructions, and solve problems.
- Have general knowledge of legal issues related to youth with disabilities and their families.
- Have awareness of and sensitivity to diversity among youths, families, and colleagues.
- Apply effective instructional elements to assist teaching and learning in a variety of settings.
- Use appropriate strategies and techniques to provide instructional support to English language learners (ELL)
- Motivate and assist children in building self-esteem, interpersonal and academic skills, and independence through positive behavior support and management.
- Understand staffing patterns, roles, and responsibilities of professionals and paraprofessionals.
- Know and follow health, safety, and emergency procedures.
- Use technology to assist in teaching and learning activities
- Demonstrate math competency at the introductory algebra level.
- Demonstrate reading and writing competency at college level.

This curriculum is an Oregon Department of Education program, approved statewide, that meets the requirements of the federal No Child Left Behind legislation for “Highly Qualified” status. The paraeducator certificate offers coursework designed for anyone interested in teaching and learning techniques or working as an educational assistant in the K-12 school system. The core curriculum offers instruction in basic teaching strategies in language arts/math/science, working with diverse and special needs populations, technology, and classroom management, as well as practicum experience. In addition, general education courses in human relations, communication, and computation are incorporated. The curriculum is available through distance education courses as well as face-to face-courses. The paraeducator certificate also satisfies the program-specific courses in the associate of applied science degree for paraeducators.

Core Professional/Technical Requirements:

CREDITS

ED 100 Introduction to Education.....	1
ED 113 Instructional Strategies in Lang. Arts.....	3
ED 114 Instructional Strategies in Math/Science	3
ED 130 Classroom Management	3
ED 131 Instructional Strategies.....	3
ED 169 Overview of Student w/ Special Needs	3
ED 200 Foundation of Education	3
ED 229 Learning and Development	3
ED 235 Educational Technology.....	3
ED 254 Instructional Strategies for ELL Students	3
ED 258 Multicultural Education	3
ED 280 Cooperative Work Experience Practicum.....	3-6

General education requirements must total 9 credits. . If competency in WR 115 and MTH 60 is met with the placement test or other means, students must take other general education courses to total 9 total credits.

WR 115 or higher	3
MTH 60 or higher	4
General education elective (may include speech, writing, math, computer science, or human relations classes)	3

Program computer literacy requirements are met with the ED 235 Educational Technology. Program human relations requirements are met with ED 258 Multicultural Education. ED 235 and 258 cannot count as general education courses._

Other Requirements: Students must have RD 35 or higher or competence as determined by the BMCC Education Department or the placement test. Total credits needed for the certificate are 50.



Practical Nursing Certificate



Health Science

ENTRY POINT: Fall
ADVISORS: 541-278-5881

Licensed practical nurses (L.P.N.'s) care for patients under the direction of a registered nurse (R.N.), physician or dentist. L.P.N.'s collect information about the patient's health, contribute to the plan of care, and administer medications and other treatments. Practical nurses work primarily in hospitals and long-term care facilities. They may also work in medical or dental offices, in clinics, and for stable patients in the community under supervision of an R.N.

Students must complete the prerequisites and general education requirements before applying for admission to the program. Please refer to the nursing department pages of our website for current admission requirements and to access the admission application packet:

The P.N. program is undergoing substantial revision. See an advisor for specific curriculum requirements.

The P.N. program is approved by the Oregon State Board of Nursing. The goal of the nursing department is to help students develop into competent nurses through a general education including courses at the practical nurse level and in the natural and behavioral sciences. Students are provided an opportunity to learn and to practice nursing in a variety of health care settings. Graduates of this certificate program are eligible to take National Council Licensing Examinations (NCLEX-PN*).

CREDITS

NUR 101 Fundamentals of Nursing	9
NUR 102 Medical-Surgical Nursing	9
NUR 103 Medical-Surgical Nursing	13
NUR 151 Nursing Skills Lab	1
NUR 254 Health Assessment	3
PHC 211 Pharmacology	2
PHC 212 Pharmacology	2

*To sit for NCLEX-PN students must take P.N. exit exam (4-5 hours) and the 12 hour P.N. review class spring term (during the third term of the P.N. program).

Retail Management Certificate (less than one year)



Business, Management, Marketing. and Technology



Human Services

ENTRY POINT: Fall, winter, and spring
ADVISORS: 541-278-5737

This certificate program focuses on developing core skills identified by the retail industry, as represented by the Western Alliance of Food Chains (WAFC). It is a program of study for current retail employees and for students who would like to become retail employees. This program is recognized by retail employers and identifies skills that lead to professional growth, hiring, and advancement opportunities; it is a body of study that prepares the student for retail sales and management responsibilities. Students who complete the program may be given preference in hiring, may be eligible for promotions, and may receive compensation to recognize their educational achievement.

CREDITS

BA 104 Business Mathematics.....	4
BA 131 Introduction to Business Computing	4
BA 206 Principles of Marketing	3
BA 211 Principles of Accounting	4
BA 214 Business Communications	3
BA 223 Principles of Marketing	3
BA 224 Human Resource Management.....	3
BA 249 Retail Selling	3
BA 285 Human Relations in Business	3
SP 111 Fundamentals of Speech.....	3



Non-Degree Transfer Programs

Civil Engineering



Engineering, Manufacturing, and Industry

ENTRY POINT: Fall, winter, spring

ADVISOR: 541-278-5748

541-278-5782

The following courses are recommended for students who plan to transfer to pre-engineering programs at Oregon State University, Portland State University, Oregon Institute of Technology, Washington State University, or other bachelor of science programs. **As listed, this is not a degree program; however, a student could add CET 111 and 112 to the physics emphasis of an A.A.O.T. degree and be prepared to transfer into the above-mentioned programs.** Students interested in civil engineering should contact the department advisors for additional information regarding transfer opportunities and the availability of course offerings each term.

Before enrolling, students should review a current catalog of the college to which they plan to transfer to ensure course and program compatibility. Those enrolled in this program may be subject to the general education requirements of the institution to which they transfer.

	CREDITS
CET 111 Introduction to Engineering Technology.....	3
CET 112 Computer Aided Drafting.....	3
CH 221 General Chemistry	5
CH 222 General Chemistry	5
CH 223 General Chemistry	5
CS 120 Concepts of Computing	4
Electives*	18
MTH 111 College Algebra	4
MTH 112 Elementary Functions	4
MTH 251 Calculus	4
MTH 252 Calculus	4
MTH 253 Calculus	4
MTH 254 Vector Calculus	4
PHY 211 General Physics with Calculus	5
PHY 212 General Physics with Calculus	5
PHY 213 General Physics with Calculus	5
SP 111 Fundamentals of Speech	3
WR 121 English Composition	3
WR 122 English Composition	3
WR 227 Technical Report Writing	3

* All electives should be selected with associate of arts degree requirements in mind.

Oregon Transfer Module

ENTRY POINT: Fall, winter, spring
ADVISORS: Advising Office, 278-5958

The Oregon transfer module (OTM) is a one-year module designed for transfer to any college or university in the Oregon University System. Upon transfer, the receiving institution may specify additional coursework that is required to complete major or degree requirements or to make up the difference between the OTM and the institution's total general education requirements.

The module is 45 credits, the equivalent of three academic quarters. The course work must be chosen from courses approved for the A.A.O.T. degree. All courses must be passed with a grade of C- or better and must be worth at least 3 credits (quarter system). Students must have a minimum cumulative GPA of 2.00 at the time the module is posted.

This module is an excellent choice for the student who is planning to transfer to a four-year institution and either is undecided on a major or will be majoring in a program of study with specific lower division requirements that are not offered at BMCC. With the one-year module, a student can complete the majority of his or her general education requirements and then transfer to the four-year institution to complete the remaining lower division requirements.

Foundation Skills:	CREDITS
WR 121 English Composition	3
WR 122 English Composition	3
SP 111 Fundamentals of Speech	3
MTH 105 Introduction to Contemporary Math (or above)	4
<u>Introduction to Disciplines:</u>	
Arts and Letters (Humanities)	9
Social Sciences	9
Science/Math/Computer Science	10-12
Electives	2-4
Total Credits	45

- Science/Math/Computer Science must include at least one biological or physical science with a lab
- Electives must be chosen from the "Introduction to Discipline" areas.

NOTE: Students declaring the OTM as a major are not eligible for financial aid. Please contact the Office of Financial Aid at 541-278-5790 or email finaid@bluecc.edu for more information.

Course Descriptions

HOW TO READ A COURSE DESCRIPTION

COURSE LISTING

EXPLANATION

AGM 131 AGRICULTURE SAFETY Courses are grouped by area of study and listed alphabetically by **letter prefix** and **course number**. Courses numbered 100 and above are designed for transfer to other colleges for degree credit.
Credits 3 Lecture 2/Lab 3
 A basic course in agricultural safety covering hand and power tools, equipment, chemical and environmental safety. Students will develop safe working habits and identify and correct safety hazards.

AGRICULTURE SAFETY The **title of the course** is listed in all capital letters.

A basic course in agricultural safety The **course description** briefly summarizes the course content.
 Covering hand and power tools

Credits 3 Lecture 2/Lab 3 The number of hours per week in **lecture** and **labs** is noted, as is the number of **credits** earned by taking the course.

Prerequisites or Instructor Permission **Prerequisites**, if any, are listed by course number after the credits and lecture. It is important to note prerequisites before registering. A prerequisite is a course that should be completed before enrolling in the selected course. A **corequisite** is a course that should be completed either before or while attending the selected course.

Courses offered at BMCC are listed in this section of the catalog. Not every course is offered every term. Use the schedule of classes to determine quarterly course offerings. Students who plan to transfer should consult with their program advisor to ensure course transferability.

Explanation of Course Designations:

Non-Transfer Courses

Those courses with numerical designations less than 100 are not transferable to four-year institutions.

Transfer Courses

Courses identified by a bullet (●) indicate that the class is transferable and can be used to fulfill elective requirements in any of the four associate degree programs that call for undesignated electives.

Courses identified by a check mark (✓) are those courses meeting distribution (group) requirements in the associate of arts Oregon transfer (A.A.O.T.) and associate of science (A.S.) degree requirements section of this catalog. Courses meeting distribution requirements may always be used as electives in the transfer degrees.

A maximum of 12 credits of college level professional/technical courses may be used as electives in the A.A.O.T. and the A.A.S. degrees. Courses that qualify to meet this requirement are designated by a triangle (▼). Questions regarding suitability of courses should be directed

to the program advisor, senior director of student and enrollment services, or vice president of instruction.

Non-Designated Courses

Courses numbered 100 and above listed in this section of the catalog that have not received a designation mark as outlined above may or may not meet degree requirements or be transferable to other institutions. Questions regarding transferability of courses should be directed to the program advisor, senior director of student and enrollment services, or vice president of instruction.

▼ AGM 131 AGRICULTURE SAFETY

Credits 3 Lecture 2/Lab 3
 A basic course in agricultural safety covering hand and power tools, equipment, chemical and environmental safety. Students will develop safe working habits, and identify and correct safety hazards.

▼ AGM 140 AGRICULTURE ENGINES

Credits 3 Lecture 2/Lab 3
 Students develop a practical understanding of the functioning, operation, and maintenance of the internal combustion engine particularly as it is used in agricultural operations.

▼ AGM 211 AGRICULTURE BUSINESS MANAGEMENT

Credits 4 Lecture 4
 Surveying, leveling, and construction in agricultural applications.

▼ AGM 221 METALS AND WELDING

Credits 3 Lecture 2/Lab 3
 A basic course in welding using oxyacetylene torches and electric arc welding equipment emphasizing the development of skills and knowledge to safely and effectively accomplish practical repairs and fabrication in agricultural applications.

▼ AGM 240 TRACTORS

Credits 2 Lecture 1/Lab 3
 This course will acquaint students with agricultural tractors and their systems. Laboratories will be used extensively to develop student skills in operation and maintenance of tractors. Maneuvering, attaching, detaching and use of implements will be stressed.

▼ AGM 241 AGRICULTURE MACHINERY

Credits 3 Lecture 2/Lab 3
 Tillage, planting and harvest equipment used in eastern Oregon agriculture covering economic factors, operation principles, adjustments, and maintenance of commonly used machines.

▼ AGM 249 ADVANCED AGRICULTURAL SHOP

Credits 2 Lecture/Lab 4
 Designed to build student skills in metalworking, woodworking, and agriculture mechanics with a laboratory element to allow time for in-depth practice as well as provide time for individual projects.

▼ AGM 250 IRRIGATION SYSTEMS DESIGN

Credits 3 Lecture 2/Lab 3

Designing drip, low pressure and sprinkler irrigation systems with an emphasis on horticultural and field crop applications from pump to output nozzle.

▼ AGM 251 IRRIGATION SYSTEMS

Credits 3 Lecture 2/Lab 3

Prerequisite: AGM 250

Application of design skills learned in Irrigation Systems Design to actual infield situations. Field trips will explore different applications of irrigation. Contemporary water issues will be discussed.

▼ AGR 101 AGRICULTURE ORIENTATION

Credits 1 Lecture 1

The study of social, educational, and economic opportunities that are available on campus, in the community and in the agricultural industry. The student will plan his/her educational future and learn of different employment areas available upon graduation.

▼ AGR 111 AGRICULTURE COMPUTERS

Credits 3 Lecture 2/Lab 3

Application of personal microcomputers to farm and ranch situations. Use and evaluation of spreadsheets, databases and word processing software are covered.

▼ AGR 200 PRE-EMPLOYMENT SEMINAR

Credits 1 Lecture 1

Prerequisite: instructor's approval

A class designed to assist the student in securing employment. Job hunting techniques, interviewing skills, and the study of job-related responsibilities and problems while advancing in a chosen career are major topics covered. A seminar format is used to encourage student participation.

▼ AGR 210 AGRICULTURE ACCOUNTING

Credits 4 Lecture 4

Simulation of ranch and farm record keeping including maintaining payroll, depreciation, cash flow, and inventory records. Computer spreadsheets are used to assist in analysis of various farm/ranch enterprises.

▼ AGR 211 AGRICULTURE BUSINESS MANAGEMENT

Credits 3 Lecture 2/Lecture/Lab 4

The study of the four basic assets needed to begin any farm or ranch business. Land, labor, capital and management are evaluated to ascertain each component's ability to produce maximum economic returns.

▼ AGR 221 AGRICULTURE MARKETING

Credits 3 Lecture 3

The complex agriculture marketing process including study of the marketing system, marketing a specific farm commodity and the importance of organization in marketing agricultural products.

▼ AGR 226 AGRICULTURE ISSUES

Credits 3 Lecture 2/Lab 3

Students will study current topics causing change in the agricultural industry. Students may research and report on trends as diverse as animal rights, chemicals and foods, land use, water rights, government subsidies and others.

▼ AGR 280 COOPERATIVE WORK EXPERIENCE

Credits 1 - 8 CWE 4 - 32

Instructor approval required.

Offered to agriculture students to work on-the-job in various agricultural fields to gain elective credits from BMCC. Also required in conjunction with several courses in our program.

▼ AGR 296 PRODUCTION PROBLEMS

Credits 4 Lecture 4

Instructor approval required.

Students will select an area related to agriculture and do a feasibility study or an economic analysis. Currently published figures will be used. The report will contain all information needed to make a justifiable and cost beneficial decision.

ANS 031 BASICS OF HORSE TRIMMING AND SHOEING

Credits 1 Lab 3

A course emphasizing horse hoof trimming, hoof care and basic shoeing. The course will be taught with hands-on experience for private horse owners and horse enthusiasts.

▼ ANS 121 ANIMAL SCIENCE

Credits 3 Lecture 2/Lab 3

Designed to familiarize students with the various phases of animal science and the modern livestock industry. Major subject areas discussed are: the livestock industry, livestock breeds, animal products, grading, and nutrition fundamentals. Labs involve students in hands-on experience and field trips.

▼ ANS 122 ANIMAL SCIENCE

Credits 3 Lecture 2/Lab 3

Approved practices in the modern livestock industry. Students gain technical knowledge in livestock reproduction, genetics and modern breeds. Emphasis is placed upon performing skills commonly used by successful ranchers. *Completion of ANS 121 preferred not required.*

▼ ANS 198 ANIMAL SCIENCE REPRODUCTION CLINIC

Credits 1 Clinic 10

Students learn fundamentals of reproductive physiology and artificial insemination of livestock. Emphasis in the lab is placed on the application of lecture material and developing proficiency in artificial insemination and pregnancy evaluation of cattle.

▼ ANS 211 ANIMAL NUTRITION

Credits 4 Lecture 3/Lab 3

Prerequisite: ANS 121

Corequisite AGR 280

Designed to develop an understanding of applied animal nutrition. This course will cover proteins, carbohydrates, lipids, vitamins, minerals, and the use of these nutrients by livestock. Rations will be balanced during the laboratory sessions. *AGR 280 Cooperative Work Experience is required when enrolling in ANS 211.*

▼ ANS 212 ANIMAL NUTRITION RECITATION

Credits 1 Lecture 1

Corequisite ANS 211

This class functions as a help session and a supplement for ANS 211 to enable students to become more proficient in balancing livestock rations. While many students can balance rations quickly and efficiently from the knowledge and skills gained in lecture and labs, others need additional instruction.

▼ ANS 216 PREGNANCY TESTING/BOVINE

Credits 1 Lab 3

Prerequisites: ANS 121, ANS 122 and instructor's approval

This course is a "hands-in" course requiring students to pregnancy check a minimum of fifty cows to become proficient. This class has an open laboratory to accommodate students and give all adequate time to develop a high level of proficiency.

▼ ANS 217 ARTIFICIAL INSEMINATION

Credits 3 Lecture 2/Lab 3

Recommended preparation: ANS 121 and ANS 122

Basic considerations of reproductive physiology and artificial insemination of livestock. Emphasis in the lab is placed on the application of lecture material and developing proficiency in the artificial insemination of cattle.

▼ ANS 218 ADVANCED ARTIFICIAL INSEMINATION

Credits 1 Lab 3

Prerequisite: ANS 217

A course where students act as teaching assistants in the class to assure that this "hands-in" activity proceeds properly and safely. A.I. is a technical, difficult task requiring a great deal of practice and supervision to be done properly.

▼ ANS 220 BEEF PRODUCTION

Credits 4 Lecture 3/Lab 3

Designed to enable students to learn proven practices in modern beef production. Students will develop skills which can lead to a successful cattle operation. Offered in even-numbered years. *Completion of ANS 121 and ANS 122 recommended but not required.*

▼ ANS 221 HORSES AND HORSEMANSHIP

Credits 3 Lecture 3

Horse training, behavior, reproduction, nutrition, and diseases. The laboratory portion of the class will involve students in basic horsemanship techniques for breaking, training, evaluating and caring properly for horses.

▼ ANS 222 SHEEP AND SWINE PRODUCTION

Credits 4 Lecture 3/Lab 3

Fundamentals of modern sheep and swine production. Students develop skills and learn up-to-date, practical information. Offered in odd-numbered years. *Completion of ANS 121 and ANS 122 recommended but not required.*

▼ ANS 231 LIVESTOCK EVALUATION

Credits 3 Lecture 2/Lab 3

Prerequisite: instructor's approval

The subject of livestock judging and evaluation is presented in a practical and direct manner. Classroom study of current type and market demand is combined with actual livestock judging experience. Classes of cattle, sheep, swine and horses will be judged.

▼ ANS 232 LIVESTOCK EVALUATION

Credits 3 Lecture 2/Lab 3

Prerequisite: ANS 231 or instructor's approval.

More fully develops the principles emphasized in the first quarter. More time is spent in actual judging. Oral reasons for many of the classes are required. Students from this class participate on our intercollegiate livestock judging team.

▼ ANS 233 LIVESTOCK EVALUATION/ORAL REASONS

Credits 1 Lab 3

Oral reasons are given by Livestock Evaluation students to enhance their public speaking ability and to clearly define and justify their placements. This skill is critical to members of the Livestock Judging Team at BMCC. This training is recommended for other students who wish to improve their communication skills. *Completion of or concurrent enrollment in ANS 231 required.*

▼ ANS 240 ANIMAL HEALTH

Credits 5 Lecture 4/Lecture/Lab 2

Prerequisite: instructor's approval

Disease control as it relates to today's modern livestock operation, including detailed study of health problems in beef cattle and study of horse, sheep and swine diseases. The lab develops student competency in practical and useful animal health skills.

✓ ANTH 101 INTRODUCTION TO PHYSICAL ANTHROPOLOGY

Credits 3 Lecture 3

Recommended preparation: WR060 and RD035

Principles of evolution applied to evidence for human physical change and development; study of fossil humans, human variation. Satisfies science group requirements at some four-year colleges.

✓ ANTH 102 INTRODUCTION TO ARCHAEOLOGY AND PREHISTORY

Credits 3 Lecture 3

Recommended preparation: CS080, WR060 and RD035

Study of archaeological methods and evidence for the evolution of human cultures and an understanding of how/why cultures change.

✓ ANTH 103 INTRODUCTION TO CULTURAL ANTHROPOLOGY

Credits 3 Lecture 3

Recommended preparation: WR060 and RD035

Study of the organization and functioning of selected world cultures. Both Western and non-Western groups.

• ANTH 298 SPECIAL STUDIES

Credits 1 - 3 Lecture 1 - 3

Recommended preparation: WR060 and RD035

Special topics in anthropology.

✓ ART 101 INTRODUCTION TO VISUAL ARTS

Credits 3 Lecture 3

Addresses seeing, experiencing and appreciating the world -architecture, gardens, fountains and public spaces. Examines how communities express the values, technology, geography and economic structure of many different cultures in the light of aesthetic, historic and critical factors.

✓ ART 102 INTRODUCTION TO VISUAL ARTS

Credits 3 Lecture 3

Addresses painting and sculpture in terms of experiencing, appreciating and understanding their role in our lives. Art is examined in the light of aesthetic, historic and critical issues.

✓ ART 103 INTRODUCTION TO VISUAL ARTS

Credits 3 Lecture 3

Addresses issues relating to design in our daily lives: commercial, industrial, crafts, and product design. Examines how design expresses the values, technology, economy and taste of our culture in light of aesthetic, historic and critical factors.

✓ ART 115 BASIC DESIGN

Credits 3 Lecture 2/Lab 3

The hands-on study of composition, structure and arrangements of various components for all aesthetic creation. An important foundation class for any designer. Emphasis given to the elements and principles of design learned by practical applications through experimentation in a variety of medium and art forms.

✓ ART 116 BASIC DESIGN

Credits 3 Lecture 2/Lab 3

A non-sequential course exploring more medium and art forms in learning the fundamentals of arrangements for art and design creations (see description for ART 115).

✓ ART 117 BASIC DESIGN

Credits 3 Lecture 2/Lab 3

A non-sequential course exploring more medium and art forms in learning the fundamentals of arrangements for art and design creations (see description for ART 115).

✓ ART 131 BEGINNING DRAWING

Credits 3 Lecture 2/Lab 3

A studio hands-on experience introducing basic procedures, media and styles in drawing. Subject matter ranging from people, animals, still life to landscape will be experienced. Guidelines and steps on how to draw an image including shading, establishing perspective and accurate portions are presented.

✓ ART 132 BEGINNING DRAWING

Credits 3 Lecture 2/Lab 3

A non-sequential course similar to ART 131(see description for ART 131).

✓ ART 133 BEGINNING DRAWING

Credits 3 Lecture 2/Lab 3

A non-sequential course similar to ART 131 (see description for ART 131).

• ART 154 BEGINNING CERAMICS

Credits 3 Lecture 2/Lab 3

Introduction to the materials, methods and techniques of pottery design and construction.

• ART 155 BEGINNING CERAMICS

Credits 3 Lecture 2/Lab 3

A non-sequential course similar to ART 154(see description for ART 154).

•**ART 156 BEGINNING CERAMICS**

Credits 3 Lecture 2/Lab 3

A non-sequential course similar to ART 154 (see description for ART 154).

•**ART 184 WATERCOLOR**

Credits 3 Lecture 2/Lab 3

Methods, materials, composition, and techniques using aqueous media.

•**ART 185 WATERCOLOR**

Credits 3 Lecture 2/Lab 3

A non-sequential course similar to ART 184 (see description for ART 184).

•**ART 186 WATERCOLOR**

Credits 3 Lecture 2/Lab 3

A non-sequential course similar to ART 184 (see description for ART 184).

•**ART 198 SPECIAL STUDIES**

Credits 1-3 Lecture/Lab 2-6

Individualized study in areas not considered in other courses to meet special interest or program requirements. Complete a term project approved by the instructor. Recommended: Prior study and instructor permission. *Course is repeatable up to 2 times (2-6 credits total).*

✓**ART 204 HISTORY OF WESTERN ART**

Credits 3 Lecture 3

A history of the visual arts in the western world. This course surveys developments in art from Paleolithic through Classical Greece.

✓**ART 205 HISTORY OF WESTERN ART**

Credits 3 Lecture 3

A history of visual arts in the western world. This course surveys developments in painting, sculpture, and architecture from Rome through the proto-Renaissance in Italy.

✓**ART 206 HISTORY OF WESTERN ART**

Credits 3 Lecture 3

A history of visual arts in the western world. This course surveys developments in art from the fifteenth century Renaissance to Dadaism.

✓**ART 222 GRAPHIC DESIGN**

Credits 3 Lecture 2/Lab 3

Typography, layout design, computer graphics. Offers study and practice in the principles and processes of graphic communication and production concept design to camera-ready art. *Offered periodically.*

✓**ART 223 GRAPHIC DESIGN**

Credits 3 Lecture 2/Lab 3

Prerequisites: ART 101 or ART 222

Intermediate course in principles and process of graphic design communication. *Offered periodically.*

✓**ART 231 INTERMEDIATE DRAWING**

Credits 3 Lecture 2/Lab 3

Basic Drawing fundamentals. A continuation of ART 133, at the intermediate level (see description for ART 131).

✓**ART 232 INTERMEDIATE DRAWING**

Credits 3 Lecture 2/Lab 3

Basic drawing fundamentals. A continuation of ART 133, at the intermediate level (see description for ART 131).

✓**ART 233 INTERMEDIATE DRAWING**

Credits 3 Lecture 2/Lab 3

Basic drawing fundamentals. A continuation of ART 133 at the intermediate level (see description for ART 131).

✓**ART 254 INTERMEDIATE CERAMICS**

Credits 3 Lecture 2/Lab 3

Continuation of Ceramic Studies. A continuation of ART 156 at the intermediate level.

✓**ART 255 INTERMEDIATE CERAMICS**

Credits 3 Lecture 2/Lab 3

Prerequisite: ART 154

Continuation of Ceramic studies. A continuation of ART 156 at the intermediate level.

✓**ART 256 INTERMEDIATE CERAMICS**

Credits 3 Lecture 2/Lab 3

Prerequisites: ART 154 and ART 155

Continuation of Ceramic studies. A continuation of ART 156 at the intermediate level.

✓**ART 261 BEGINNING PHOTOGRAPHY**

Credits 3 Lecture 2/Lab 3

Black and white photographic processes and techniques; development of camera and darkroom skills; seeing photographically.

✓**ART 262 BEGINNING PHOTOGRAPHY**

Credits 3 Lecture 2/Lab 3

A non-sequential course similar to ART 261 (see description for ART 261).

✓**ART 263 BEGINNING PHOTOGRAPHY**

Credits 3 Lecture 2/Lab 3

A non-sequential course similar to ART 261 (see description for ART 261).

✓**ART 264 INTERMEDIATE PHOTOGRAPHY**

Credits 3 Lecture 2/Lab 3

Prerequisite: Instructor approval.

Intermediate black and white photographic processes and techniques; further development of camera and darkroom skills; seeing photographically.

✓**ART 265 INTERMEDIATE PHOTOGRAPHY**

Credits 3 Lecture 2/Lab 3

Prerequisite: Instructor approval.

A non-sequential course similar to ART 264 (see description for ART 264).

✓**ART 266 INTERMEDIATE PHOTOGRAPHY**

Credits 3 Lecture 2/Lab 3

Prerequisite: Instructor approval.

A non-sequential course similar to ART 264 (see description for ART 264).

✓**ART 276 BEGINNING SCULPTURE**

Credits 3 Lecture 2/Lab 3

A hands-on introduction to studio sculpture through exploring various styles, techniques, and materials of three-dimensional artistic creation. Experiences also include mold making and casting.

✓**ART 277 BEGINNING SCULPTURE**

Credits 3 Lecture 2/Lab 3

A non-sequential course similar to ART 276 (see description for ART 276).

✓**ART 278 BEGINNING SCULPTURE**

Credits 3 Lecture 2/Lab 3

A non-sequential course similar to ART 276 (see description for ART 276).

✓**ART 281 BEGINNING PAINTING**

Credits 3 Lecture 2/Lab 3

A hands-on studio introduction to painting in either oils or acrylic. Exploration in many techniques, styles and subjects. Includes information on color theory and beginning paint mixing procedures.

✓**ART 282 BEGINNING PAINTING**

Credits 3 Lecture 2/Lab 3

A non-sequential course similar to ART 281 (see description for ART 281).

✓**ART 283 BEGINNING PAINTING**

Credits 3 Lecture 2/Lab 3

A non-sequential course similar to ART 281 (see description for ART 281).

✓**ART 284 INTERMEDIATE PAINTING**

Credits 3 Lecture 2/Lab 3

A non-sequential course similar to ART 281 (see description for ART 281).

✓**ART 285 INTERMEDIATE PAINTING**

Credits 3 Lecture 2/Lab 3

Continuation of ART 284, intermediate level (see description for ART 281).

✓**ART 286 INTERMEDIATE PAINTING**

Credits 3 Lecture 2/Lab 3

Continuation of ART 285, intermediate level (see description for ART 281).

✓**ART 291 INTERMEDIATE SCULPTURE**

Credits 3 Lecture 2/Lab 3

Continuation of ART 278, intermediate level. (See description for ART 276.)

✓**ART 292 INTERMEDIATE SCULPTURE**

Credits 3 Lecture 2/Lab 3
Continuation of ART 278, intermediate level. (See description for ART 276.)

✓**ART 293 INTERMEDIATE SCULPTURE**

Credits 3 Lecture 2/Lab 3
Continuation of ART 278, intermediate level. (See description for ART 276.)

•**ART 298 INDEPENDENT STUDY**

Credits 1 - 3 Lecture/Lab 2 – 6
Prerequisite: instructor's approval
Advanced, individualized study in areas not considered in other courses to meet special interests or program requirements. Complete a term project approved by the instructor.
Recommended: prior study and instructor permission. *Course is repeatable up to 2 times (2-6 credits total).*

•**BA 101 INTRODUCTION TO BUSINESS**

Credits 4 Lecture 4
Introduction to business organization, operation, marketing, management and finance. Course is designed to help students choose their field of major concentration.

▼**BA 104 BUSINESS MATHEMATICS**

Credits 4 Lecture 4
Recommended preparation: MTH020
A study of banking applications, fractions, percentages, payrolls, commissions, trade and cash discounts, markup, simple interest, notes and interest variables and charges for credit.

▼**BA 105 BUSINESS MATHEMATICS**

Credits 4 Lecture 4
Recommended preparation: BA104
A study of inventories, depreciation, financial statement analysis, stocks and bonds, compound interest, present and future value.

▼**BA 110A BUSINESS COMPUTER APPLICATIONS/MS ACCESS**

Credits 3 Lecture 2/Lecture/Lab 2
Recommended preparation: BA131 and OA 120.
Basic application and utilization of MS Access database software to solve business computing problems. Focus will include designing and building a database, applying queries, creating reports, using forms and advanced printing. This course will help prepare students for the Microsoft Office Specialist (MOS) Access Core Level Exam. Students will take the practice exam at the end of the course.

▼**BA 110X BUSINESS COMPUTER APPLICATIONS/MS EXCEL**

Credits 3 Lecture 2/Lecture/Lab 2
Recommended preparation: BA131 and MTH020.
Basic application and utilization of MS Excel spreadsheet software to solve business computing problems. Focus will include developing a worksheet, changing formats/appearance, using formulas, creating charts and advanced printing. This course will help prepare students for the Microsoft Office Specialist (MOS) Excel Core Level Exam. Students will take the practice exam at the end of the course.

▼**BA 111 BASIC ACCOUNTING**

Credits 4 Lecture 3/Lecture/Lab 2
Prerequisite: MTH 020 or equivalent
Provides a basic understanding of debits and credits and financial statements for service enterprises and merchandising businesses.

▼**BA 113 CREDIT PROCEDURES**

Credits 3 Lecture 3
Principles of consumer and commercial credit management. Covers types of credit instruments, sources of information, collection and control.

•**BA 131 INTRODUCTION TO BUSINESS COMPUTING**

Credits 4 Lecture 3/Lab 3
Prerequisite: OA 120 or instructor's approval
General orientation to computer operations, along with the fundamental applications of using Word, Excel, Access and PowerPoint through hands-on use in the computer lab. In addition, basic computer literacy and an insight to the broad impact of computers will be covered.

▼**BA 177 PAYROLL ACCOUNTING**

Credits 3 Lecture 3
Recommended preparation: Accounting class.
Introduction to personnel and payroll records, including all current Federal and State payroll taxes. Provides ample practice in preparation of payroll records.

•**BA 198 SPECIAL STUDIES**

Credits 1 - 3 Lecture 1 - 3
Prerequisite: instructor's approval
Designed to provide interested and capable students with the opportunity to study special topics in business areas.

•**BA 206 PRINCIPLES OF MANAGEMENT**

Credits 4 Lecture 4
Principles of management and their applications in organization, administration, and production in the business environment.

▼**BA 209A ACCOUNTING APPLICATIONS**

Credits 3 Lecture 2/Lecture/Lab 2
Prerequisite: BA 111 or BA 211 with C grade or better or instructor's approval
Completion of accounting practice sets varying from simple to complex on the computer using Peachtree software.

▼**BA 209P ACCOUNTING APPLICATIONS/PAYROLL**

Credits 3 Lecture 2/Lecture/Lab 2
Recommended preparation: Accounting class.
Completion of payroll accounting practice sets varying from simple to complex on the computer using Peachtree and/or QuickBooks software.

▼**BA 209Q ACCOUNTING APPLICATIONS/QUICKBOOKS**

Credits 3 Lecture 2/Lecture/Lab 2
Recommended preparation: Accounting class.
Computerized accounting using QuickBooks software on an integrated computerized accounting package relating to service and merchandising businesses.

▼**BA 210 MICROCOMPUTER APPLICATIONS/ADVANCED EXCEL**

Credits 3 Lecture 2/Lecture/Lab 2
Prerequisite: BA 110X
Advanced application and utilization of MS Excel program software to solve business problems by modeling advanced spreadsheets commonly used in the business world. This course will help prepare students for the Microsoft Office Specialist (MOS) Excel Expert Level Exam. Students will take the practice exam at the end of the course.

•**BA 211 PRINCIPLES OF ACCOUNTING**

Credits 4 Lecture 3/Lecture/Lab 2
Prerequisite: MTH 020 or equivalent
Introduction to accounting including techniques of account construction, preparation of financial statements, application of accounting principles to practical business problems, and proprietorship studies.

•**BA 212 PRINCIPLES OF ACCOUNTING**

Credits 4 Lecture 3/Lecture/Lab 2
Prerequisite: BA 211 with C grade or better
A continuation of BA 211. Emphasis is on corporations and managerial accounting.

•**BA 213 PRINCIPLES OF ACCOUNTING**

Credits 4 Lecture 3/Lecture/Lab 2
Prerequisite: BA 212 with C grade or better
A continuation of BA 212 with the emphasis on managerial accounting.

•BA 214 BUSINESS COMMUNICATIONS

*Credits 3 Lecture 3
Prerequisite: WR 121*

Concepts and skills necessary to write clean, concise business prose including letters, memos and reports for standard business uses. Some time is also devoted to oral communications relevant to the business community. The purpose of this course is to help students develop skills to write clean, concise business correspondence and to enter the job market with the appropriate skills knowledge. The course will emphasize skills applicable to both the job search and on-the-job skills.

▼BA 215 COST ACCOUNTING

*Credits 4 Lecture 3/Lecture/Lab 2
Prerequisite: BA 213 with C grade or better or instructor's approval*

First term of a two-term sequence dealing with the design and development of cost systems, cost analysis and management use of cost information.

▼BA 216 COST ACCOUNTING

*Credits 4 Lecture 3/Lecture/Lab 2
Prerequisite: BA 215 with C grade or better*

A continuation of BA 215.

▼BA 220 TAX ACCOUNTING

Credits 4 Lecture 3/Lecture/Lab 2
Designed to assist students in becoming proficient in preparing federal and State of Oregon individual tax returns. Upon successful completion of this course and BA 221, students will meet the state educational requirements for the Oregon Licensed Tax Preparer's test.

▼BA 221 ACCOUNTING PROBLEMS/TAX

*Credits 4 Lecture 3/Lecture/Lab 2
Prerequisite: BA 220*

A continuation of BA 220. Combined with BA 220, this class prepares the student to sit for the Oregon Licensed Tax Preparer's test.

▼BA 222 FINANCE

*Credits 3 Lecture 3
Prerequisites: BA 111 or BA 211 or instructor's approval*

This course covers an introduction to financial markets in which funds are traded, the institutions which participate in and facilitate these flows of funds and principles, and concepts of financial management which guide the student in making sound financial decisions.

▼BA 223 PRINCIPLES OF MARKETING

Credits 4 Lecture 4
General survey of the nature and role of marketing with emphasis on products, pricing, distribution and promotion.

▼BA 224 HUMAN RESOURCES MANAGEMENT

*Credits 3 Lecture 3
Prerequisite: BA 206 or instructor's approval*

Introduction to the field of human resources management covering staffing, wage and salary administration, fringe benefits, training and orientation, testing and evaluation, labor relations and unions and personnel research.

•BA 226 BUSINESS LAW

Credits 4 Lecture 4
The origins of law, the relations of business to society and the law, the evolution of business within the framework of the law, the development and present-day applications of the law to contracts, sales and agencies.

▼BA 227 BUSINESS LAW

*Credits 3 Lecture 3
Prerequisite: BA 226 or instructor's approval*
Emphasis on commercial paper, personal property and bailments as they relate to property rights and the various forms of business organizations.

BA 238 PERSONAL SELLING

Credits 3 Lecture 3
General sales techniques involving successful personal selling of goods, services, or ideas which includes discussion of motives, sales psychology, prospecting for customers and sales techniques.

▼BA 239 RETAIL PROMOTION

Credits 3 Lecture 3
A general survey of the field of retail promotion including the study of retail advertising, display, layout and the selection of appropriate media.

▼BA 249 RETAIL SELLING

Credits 3 Lecture 3
General sales techniques involving the factors of successful selling of retail goods and services including retail buying motives, sales psychology, customer approach and retail sales techniques.

▼BA 251 OFFICE MANAGEMENT

Credits 3 Lecture 3
Introduction to the field of office management covering problems in staffing, training, work standards, layout of offices, supervision, pay and benefits, working conditions and staff motivation.

▼BA 261 INTERMEDIATE ACCOUNTING

*Credits 4 Lecture 3/Lecture/Lab 2
Prerequisite: BA 212 with C grade or better*

Continues the study of accounting principles, the theory underlying the determination of income and the presentation of financial statements.

▼BA 262 INTERMEDIATE ACCOUNTING

*Credits 4 Lecture 3/Lecture/Lab 2
Prerequisite: BA 261 with C grade or better*
A continuation of BA 261.

▼BA 263 INTERMEDIATE ACCOUNTING

*Credits 4 Lecture 3/Lecture/Lab 2
Prerequisite: BA 262 with C grade or better*
A continuation of BA 262.

▼BA 265 ACCOUNTING PROBLEMS

*Credits 4 Lecture 3/Lecture/Lab 2
Prerequisite: BA 212 with C grade or better*

An advanced course dealing with accounting problems in the areas of partnership, branch offices and governmental accounting.

▼BA 268 INTRODUCTION TO AUDITING

*Credits 3 Lecture 3
Prerequisite: BA 262*
Basic principles and procedures of the examination of financial statements as well as the principles involved in obtaining audit proofs applicable to any audit functions.

▼BA 271 ANALYZING FINANCIAL STATEMENTS

*Credits 3 Lecture 3
Prerequisite: BA 212*
Includes accounting characteristics of financial statements and the analysis of each component.

▼BA 280 COOPERATIVE WORK EXPERIENCE

*Credits 1 - 8 CWE 4 - 32
Prerequisite: instructor's approval*
Provides an experience in the business work environment correlated with study in Accounting, Business Administration, Computer Lab Assistant or Marketing and Management which complements classroom instruction. *Accounting students must have a "B" average or better in their major. A maximum of 12 credits can be earned in any one school year.*

▼BA 284 PRE-EMPLOYMENT SEMINAR

Credits 1 Lecture 1
Designed to assist the student in resume and cover letter preparation, interviews, application forms, employment searches and helpful techniques in obtaining, holding and advancing in a job.

▼BA 285 HUMAN RELATIONS IN BUSINESS

Credits 3 Lecture 3

Prerequisite: WR 065 or higher

Designed to develop a better understanding of the human side of organizations covering the nature of organizations, motivation, interaction, organizational politics and problems of succeeding in work.

•BA 298 SPECIAL STUDIES

Credits 1 - 3 Lecture 1 - 3

Prerequisite: instructor's approval

Provides interested and capable students the opportunity to study special topics in the field of business.

BI 080 ANATOMY AND PHYSIOLOGY

Credits 3 Lecture 3

Anatomy and Physiology is the study of the structures of the body and how these structures normally function. Emphasis is on a systemic approach to the study of human anatomy and physiology.

✓+ BI 101 GENERAL BIOLOGY

Credits 4 Lecture 3/Lab 3

A survey course in biological science which fulfills the laboratory science requirement for non-science majors. Topics include biochemistry, cells, genetics and evolution.

✓+ BI 102 GENERAL BIOLOGY

Credits 4 Lecture 3/Lab 3

A part of the General Biology sequence. Topics covered include: cell physiology, classification of viruses, bacteria, protists, fungi and plants and plant anatomy and physiology. *Course fulfills the laboratory science requirement for non-science majors.*

✓+ BI 103 GENERAL BIOLOGY

Credits 4 Lecture 3/Lab 3

A part of the General Biology sequence. Topics covered include animal taxonomy, physiology, behavior and ecology. *Course fulfills the laboratory science requirement for non-science majors.*

✓+ BI 124 GLOBAL ECOLOGY AND CONSERVATION BIOLOGY

Credits 4 Lecture 3/Lab 3

Introduction to ecology including a multidisciplinary investigation of the ways humans interact with habitats worldwide. *Course fulfills the laboratory science requirement for non-science majors. Offered periodically.*

✓BI 149 HUMAN GENETICS

Credits 3 Lecture 3

An introductory lecture course in genetics with emphasis on human aspects. Topics include cellular basis of genetics, Mendelian inheritance, evolutionary genetics and the molecular basis of inheritance. *Offered periodically.*

✓+ BI 162 SELECTED TOPICS IN NATURAL HISTORY

Credits 4 Lecture 3/Lab 3

Prerequisite: instructor's approval

The course covers the field study of natural environments. The course may be repeated for credit with different subtitles. The specific title of the course offered in any given term will be listed in the class schedule. *Course fulfills lab science requirement. Offered periodically.*

✓+ BI 163 NATURAL HISTORY OF OREGON

Credits 4 Lecture 3/Lab 3

Prerequisite: instructor's approval

Introduction to Oregon's biogeographic provinces. The organisms, communities, geology and the interactions of these to form the different provinces will be studied. Extended field trips will be taken. *Course fulfills lab science requirement. Offered periodically.*

BI 198 SPECIAL STUDIES

Credits 1 - 3 Lecture/Lab 2 - 6

Prerequisite: instructor's approval

Provides interested and capable students the opportunity to study special topics in the field of biology.

✓+ BI 211 GENERAL BIOLOGY

Credits 5 Lecture 4/Lab 3

Corequisite CH 121 or CH 221

A class designed for students majoring in the biological and allied science areas. Topics are cell anatomy and physiology, genetics and evolution.

✓+ BI 212 GENERAL BIOLOGY

Credits 5 Lecture 4/Lab 3

Prerequisite: BI 211

Corequisite CH 121 or CH 221

A continuation of BI 211. Subjects covered are evolution, animal taxonomy, anatomy and physiology, behavior and ecology.

✓+ BI 213 GENERAL BIOLOGY

Credits 5 Lecture 4/Lab 3

Prerequisite: BI 212

Corequisite CH 121 or CH 221

A continuation of the BI 212 series dealing with taxonomy of bacteria, viruses, protists, fungi and plants, plant anatomy and physiology and ecology.

✓+ BI 231 HUMAN ANATOMY AND PHYSIOLOGY

Credits 4 Lecture 3/Lab 3

A study of the structures of the systems of the human organism. Systems emphasized include the skeletal, muscular cardiovascular, urinary and digestive systems.

✓+ BI 232 HUMAN ANATOMY AND PHYSIOLOGY

Credits 4 Lecture 3/Lab 3

Prerequisite: BI 231

The functional aspects of the human organism are emphasized. Topics include neuron function, skeletal muscle physiology, cardiovascular physiology and transport mechanisms.

✓+ BI 233 HUMAN ANATOMY AND PHYSIOLOGY

Credits 4 Lecture 3/Lab 3

Prerequisite: BI 232

A study of the structure and function of prokaryotic and eukaryotic cells. Topics include: reproduction, protein synthesis, enzymology and immune functions.

✓+ BI 234 MICROBIOLOGY

Credits 4 Lecture 3/Lab 3

An introductory course in microbiology, with emphasis on anatomy and physiology of bacteria, fungi and viruses and proper techniques for handling and studying microorganisms.

✓+ BOT 221 SYSTEMATIC BOTANY

Credits 4 Lecture 3/ Lab 3

An introductory course in plant systematics with emphasis placed on the proficient use of Hitchcock's "Flora of the Pacific Northwest". The recognition characteristics of plant families plus the identification of local plants is stressed in this course.

CET 074 TECHNICAL COMMUNICATIONS

Credits 3 Lecture 3

Prerequisite: WR 065 and SP 100

A course which focuses on the combined use of oral, written and graphic communication skills to prepare comprehensive technical reports based on a comprehensive investigative or design project.

▼CET 111 INTRODUCTION TO ENGINEERING TECHNOLOGY

Credits 3 Lecture 3

Prerequisite: MTH 060 or instructor's approval

An orientation course for engineering technicians presenting the historical development of engineering as a profession and related issues of ethics, careers and licensing. Introduction to problem solving format, dimensional analysis and the hand held calculator.

▼CET 112 COMPUTER AIDED DRAFTING (CAD)

Credits 3 Lecture/Lab 6

An introduction to Computer Aided Drafting using Auto CAD software, including design setup, file management, entity creation and manipulation. Projects will include orthographic projection, sections, dimensioning and isometric drawings.

▼ **CET 113 ADVANCED COMPUTER AIDED DRAFTING**

Credits 3 Lecture/Lab 6
Prerequisite: CET 112

Advanced CAD applications utilizing reference files, symbols/cell libraries and work space setup in the development of drawings for civil structural purposes and building projects including buildings, bridges, site plans, subdivisions, and highway design projects using the Microstation software.

▼ **CET 114 INTRO TO GEOGRAPHIC INFORMATION SYSTEMS**

Credits 3 Lecture/Lab 6

An introduction to the fundamentals of Geographic Information Systems (GIS) including a brief history of automated mapping, basic cartographic principles including map scales/coordinate systems/map projections. Hands on use of computer based ESRI Software will introduce the concepts of layering data from multiple sources into a coherent system. Applicable to geography, sciences, agriculture, business and engineering uses.

▼ **CET 115 COMPUTER CARTOGRAPHY**

Credits 3 Lecture 3

An introduction to GIS cartographic capabilities. Emphasis is on the application of basic cartographic theory through the utilization of existing digital datasets.

▼ **CET 145 ENGINEERING GRAPHICS**

Credits 3 Lecture/Lab 6

An introduction to design processes, graphical analysis and solutions using fundamental graphic communication concepts including sketching, lettering, geometric constructions, projection theory, orthographic drawing, dimensioning, sections, pictorial representation.

▼ **CET 152 MATERIALS OF CONSTRUCTION**

Credits 2 Lecture 2

The physical characteristics, production and testing methods of materials used in engineering construction.

▼ **CET 162 ENGINEERING MATERIALS**

Credits 3 Lecture 3

Basic properties, behavior and survey of engineering applications of materials.

▼ **CET 205 STRUCTURAL DRAFTING**

Credits 3 Lecture/Lab 6

Prerequisite: CET 112, CET 145 or instructor's approval

Layout and detailing of timber, steel and reinforced concrete structural elements using manual and computer-aided drafting procedures.

▼ **CET 215 CONTRACT DOCUMENTS**

Credits 4 Lecture 3/Lab 3

Prerequisite: instructor's approval

Interpreting contract documents emphasizing civil law as it relates to contract administration, plans and specifications and effects on construction practice.

▼ **CET 222 CONCRETE PRACTICES**

Credits 4 Lecture 3/Lab 3

CET 222 incorporates the areas of study covered in CET 222A, CET 222B and CET 222C.

▼ **CET 222A CONCRETE FIELD TESTING TECHNICIAN**

Credits 1 Lecture 8 /Lab 6

A study of the basics of concrete relating to the testing of fresh concrete. Material prepares students for completion of the ACI-Field Testing Technician I and ODOT Quality Control Technician Certification Requirements.

▼ **CET 222B CONCRETE CONTROL TECHNICIAN**

Credits 2 Lecture 18 /Lab 6

A study of the fundamental of mix design, review of the basics of concrete; and in-depth investigation of the properties of concrete materials. Students are instructed in the Absolute Volume Method of Mix Design and the techniques required to meet job site specifications for concrete. Material prepares students for completion of the ODOT Concrete Control Technician Certification Requirements.

▼ **CET 222C CONCRETE STRENGTH TESTING TECHNICIAN**

Credits 1 Lecture 7 /Lab 9

Material prepares students for completion of the ACI-Concrete Strength Testing Technician Certification Requirements.

▼ **CET 223 SOIL MECHANICS**

Credits 3 Lecture 2/Lab 3

Introduction to soils as engineering materials. Includes classification, evaluation of various physical properties using index tests and the engineering significance of those properties. Introduction to foundations and excavations.

▼ **CET 231 STRUCTURES**

Credits 4 Lecture 3/Lab 3

Prerequisite: GS 104 or PHY 201 or PHY 211

Evaluation of stress-strain relationships as related to engineering materials, with emphasis on timber and steel. Includes analysis of structural members and their connections, torsion of power transmitting shafts and centroids and moments of inertia of stress.

▼ **CET 235 STRUCTURES**

Credits 4 Lecture 3/Lab 3

Prerequisite: CET 231

Design of simple beams and columns utilizing an analysis of stress-strain relationships as related to engineering materials, with emphasis on timber and steel. Analysis of structural members and their connections, torsion on power transmitting shafts, centroids and moments of inertia of stress.

▼ **CET 242 STRUCTURES**

Credits 4 Lecture 3/Lab 3

Prerequisite: CET 235

Utilization of LRFD design methods for design of basic concrete structures with emphasis on singly reinforced flexural members including rectangular beams, T-beams, floor slabs and walls.

▼ **CET 251 ESTIMATING CONSTRUCTION COSTS**

Credits 4 Lecture 3/Lab 3

Prerequisite: CET 215

Study of processes related to scheduling, estimating and codes in construction. Includes CPM, Quantity Take-Off, Labor-Time, and bidding procedures.

▼ **CET 261 HYDRAULICS**

Credits 4 Lecture 3/Lab 3

Prerequisite: PHY 201 or GS 104

Introduction to fluid mechanics with emphasis on basic principles of incompressible fluids and their practical application to fluids at rest, steady flow of liquids in closed conduits and open channels, head losses in pipe flow and flow measuring devices.

▼ **CET 263 3-D COMPUTER AIDED DRAFTING**

Credits 3 Lecture/Lab 6

Prerequisite: CET 113

An advanced course using 3-D CAD environment on the Microstation platform to create solid models of objects and buildings. Includes operations to utilize sheet files, materials, palettes, sectioning tools and exporting tools.

▼ **CET 280 COOPERATIVE WORK EXPERIENCE**

Credits 1 - 8 CWE 4 - 32

Supervised production drafting and related work in governmental and private offices.

✓+ **CH 104 ELEMENTARY CHEMISTRY**

Credits 5 Lecture 4/Lab 3

Prerequisite: MTH 060

A medically oriented chemistry sequence for students seeking admission to a nursing or allied health program. A prerequisite for both the Licensed Practical Nurse (LPN) and Associate Degree Nurse (ADN), the course is a study of general, organic and biochemistry which applies to nursing or allied health.

✓+ **CH 105 ELEMENTARY CHEMISTRY**

Credits 5 Lecture 4/Lab 3
Prerequisite: CH 104
A continuation of CH 104.

✓+ **CH 106 ELEMENTARY CHEMISTRY**

Credits 5 Lecture 4/Lab 3
Prerequisite: CH 105
A continuation of CH 105.

✓+ **CH 121 COLLEGE CHEMISTRY**

Credits 5 Lecture 4/Lab 3
Prerequisites: MTH 065 or instructor's approval
The first term of an introductory course in general, inorganic, organic and biochemistry. This sequence fulfills the prerequisite for Organic Chemistry.

✓+ **CH 122 COLLEGE CHEMISTRY**

Credits 5 Lecture 4/Lab 3
Prerequisite: CH 121
A continuation of CH 121.

✓+ **CH 123 COLLEGE CHEMISTRY**

Credits 5 Lecture 4/Lab 3
Prerequisite: CH 122
A continuation of CH 122.

✓+ **CH 221 GENERAL CHEMISTRY**

Credits 5 Lecture 4/Lab 3
Corequisite: MTH 111
Professional course for students majoring in chemistry, dentistry, veterinary science, pharmacy, engineering, medicine, forestry and related sciences or for non-science majors wanting a more rigorous mathematical course than the CH 121 sequence.

✓+ **CH 222 GENERAL CHEMISTRY**

Credits 5 Lecture 4/Lab 3
Prerequisite: CH 221
A continuation of CH 221.

✓+ **CH 223 GENERAL CHEMISTRY**

Credits 5 Lecture 4/Lab 3
Prerequisite: CH 222
A continuation of CH 222.

✓+ **CH 241 ORGANIC CHEMISTRY**

Credits 5 Lecture 4/Lab 3
Prerequisites: CH 121-123 or CH 221-223
A laboratory course in organic chemistry for students majoring in chemistry, dentistry, veterinary science, pharmacy, engineering, medicine, forestry and related sciences. Covers the chemistry of aliphatic and aromatic organic compounds emphasizing mechanistic pathways. Lecture and laboratory work highly correlated.
Offered periodically.

✓+ **CH 242 ORGANIC CHEMISTRY**

Credits 5 Lecture 4/Lab 3
Prerequisite: CH 241 A continuation of CH 241. *Offered periodically.*

✓+ **CH 243 ORGANIC CHEMISTRY**

Credits 5 Lecture 4/Lab 3
Prerequisite: CH 242 A continuation of CH 242. *Offered periodically.*

• **CJ 100 SURVEY OF CRIMINAL JUSTICE**

Credits 3 Lecture 3
An introductory survey of the functional areas of the criminal justice system in the U.S. including police, courts, and correctional processes.

✓ **CJ 101/SOC 244 INTRODUCTION TO CRIMINOLOGY**

Credits 3 Lecture 3
Crime as a social problem – cause and theories of crime treatment and punishment.

• **CJ 107 CRIMINAL JUSTICE SEMINAR**

Credits 3 Lecture 3
A study of the current criminal justice problems and methods of alleviating them.

• **CJ 110 INTRODUCTION TO LAW ENFORCEMENT**

Credits 3 Lecture 3
An in-depth study of the role and responsibilities of law enforcement in American society. A look at the historical development, role concept and conflicts, professionalization, use of discretion, current enforcement practices and career opportunities.

• **CJ 111 CONCEPTS OF ENFORCEMENT SERVICES**

Credits 3 Lecture 3
A study of the concepts, theories, and principles of police operations. Consideration will be given to the prevention of crime, preservation of the peace, operational discretion, and assistance to the public and general police procedures as they relate to the entire criminal justice system.

• **CJ 114 GENDER, RACE, CLASS AND CRIME**

Credits 3 Lecture 3
Provides criminal justice students with an understanding of multicultural diversity and how it interrelates with practices and policies of police, judicial systems, and corrections. The understanding of differences for the criminal justice professional, agency, policies for cultural sensitivity, peacekeeping and professionalism are explored, as well as the study of gender, race and class relative to their contributions to crime.

• **CJ 115 CULTURE OF GUNS AND VIOLENCE IN AMERICA**

Credits 3 Lecture 3
Corequisite PE 185
A study of the moral, legal, and ethical aspects of the use of lethal weapons as applied to society's need for protection.

• **CJ 120 JUDICIAL PROCESS**

Credits 3 Lecture 3
A study of the judicial and social processes from arrest through appeal; jurisdiction of state and federal courts.

• **CJ 122 OREGON LAW**

Credits 3 Lecture 3
A study of the judicial and social processes from arrest through appeal; jurisdiction of state and federal courts.

• **CJ 130 INTRODUCTION TO CORRECTIONS**

Credits 3 Lecture 3
A study of contemporary correctional institutions and detention facilities; organization and personnel program and activities; inmate society and trends; and career orientation.

• **CJ 132 INTRODUCTION TO PROBATION AND PAROLE**

Credits 3 Lecture 3
An introduction to the use of probation and parole as a means of controlling criminal offenders within the community. The course includes the philosophy, historical development and contemporary functioning of parole and probation agencies and officers.

✓ **CJ 140 / GS 111 PHYSICAL SCIENCE – FORENSIC SCIENCE**

Credits 4 Lecture 3 Lab 3
An introduction to Forensic theories and practices including techniques of investigation. Topics include criminalistic techniques.

• **CJ 198 SPECIAL STUDIES**

Credits 1-3 Lecture/Lab 2-6
Designed to provide interested and capable students with the opportunity to study special topics in criminal justice.

• **CJ 200 POLICE AND PUBLIC POLICY**

Credits 3 Lecture 3
Contemporary study of the American police. Emphasis on the factors involved in policy making, nature of decisions, and political consequences of these various policies.

✓ **CJ 201/SOC 221 JUVENILE DELINQUENCY**

Credits 3 Lecture 3
Study of deviant behavior and current criminological theories, with emphasis on crime prevention and the phenomena of crime as it relates to juveniles and criminal justice applications.

• **CJ 204 BEHAVIORAL COGNITIVE PROCESSES IN CORRECTIONS**

Credits 4 Lecture 3 Lecture/Lab 2

This course is designed to provide an understanding of cognitive processes to changing offender behavior, its role and application with offenders in correctional programming (rehabilitation and recidivism) and how it can effect criminal behavioral change. Laboratory will consist of actual on-site correctional programming.

• **CJ 207 CRIMINAL JUSTICE SEMINAR**

Credits 3 Lecture 3

A study of the current criminal justice problems and methods of alleviating them.

• **CJ 210 CRIMINAL INVESTIGATION**

Credits 3 Lecture 3

Study of basic principles of all types of investigations in the justice system. Includes human aspects in dealing with the public; specific knowledge necessary for handling crime scenes; interview; evidence; surveillance, follow-up technical resource and case preparation.

• **CJ 215 CRIMINAL JUSTICE ADMINISTRATION**

Credits 3 Lecture 3

This course provides an in-depth study of the problems and needs involved in the administration of a criminal justice agency including budgets, finance, care and handling of equipment, recruitment and selection of personnel.

• **CJ 220 CRIMINAL LAW**

Credits 3 Lecture 3

Survey and analysis of substantive criminal law and defenses to criminal prosecution. Emphasis on the law, crimes and statutory ramifications. Case method is used.

• **CJ 222 CRIMINAL PROCEDURE AND EVIDENCE**

Credits 3 Lecture 3

Theory and practice of the criminal justice system from arrest to release including: due process, right of counsel, arrests, search and seizure, wiretapping and electronic eavesdropping, confession, and lineups. Case method is used.

• **CJ 225 CORRECTIONAL LAW**

Credits 3 Lecture 3

Explores several historical and current cases involving inmate crimes and/or malpractice with inmates. Prisoners' rights as well as correctional staff rights are examined, along with emerging trends resulting from recent court cases.

• **CJ 226 CONSTITUTIONAL LAW**

Credits 3 Lecture 3

A study of basic principles of the U.S. Constitution with emphasis on leading Supreme Court cases and the Bill of Rights.

• **CJ 232 INTRODUCTION TO CORRECTIONAL CASEWORK**

Credits 3 Lecture 3

Basic concepts of interviewing and counseling techniques used by correctional officers in one-to-one contacts with clients. Rudimentary skills practiced through role playing and demonstration; prepare the student for practice in the field and an appreciation of further training.

• **CJ 243/SOC 243 NARCOTICS AND DANGEROUS DRUGS**

Credits 3 Lecture 3

Drug problems that relate to our society. The history of drugs, causes of addiction, and identification of illegal drugs.

• **CJ 280 COOPERATIVE WORK EXPERIENCE CRIMINAL JUSTICE**

Credits 1 – 8 Hours 4 – 32 per week

Supervised field experience in one of the criminal justice agencies. An in-service student may pursue a research project instead of work in the field. Includes a seminar for discussion of problems and experience gained.

CS 020 COMPUTER ORIENTATION

Credits 1 Lecture/Lab 2

This course is designed for those who have had little or no experience working with computers. The purpose of the course is to introduce students to computer language and basic computer use with an emphasis on word processing and using email.

CS 080 INTRODUCTION TO PERSONAL COMPUTERS

Credits 1 - 3 Lecture 1 - 3

The student will examine the applications and use of personal computer hardware and software. The student will be introduced to word processing, email, spreadsheets and the internet. Also discussed is basic file management under windows.

CS 090 PERSONAL COMPUTER APPLICATIONS

Credits 1 - 3 Lecture 1 - 3

This class will introduce the student to one particular software package on a Macintosh or IBM compatible microcomputer. *Students may repeat this course under different topics.*

CS 095 PERSONAL COMPUTER APPLICATIONS

Credits 1 - 3 Lecture 1 - 3

A continuation of the topics covered in CS 090. *Students may repeat the course under different topics.*

✓ **CS 120 CONCEPTS OF COMPUTING**

Credits 4 Lecture 4

Prerequisite: CS 80

A survey of the general concepts of computers and their applications. Concepts include computer systems, system and applications software, data organization and management and computers in society. Specific applications with hands-on projects will include electronic mail, word processing, presentation management, spreadsheets and internet research.

✓ **CS 121 CONCEPTS OF COMPUTING**

Credits 4 Lecture 4

Prerequisite: CS 120

A continuation of CS 120. Concepts will include hardware topics (processors, input, output, storage) and communications. Specific applications with hands-on projects will include graphics, desktop publishing, database management and web publishing.

✓ **CS 122 CONCEPTS OF COMPUTING**

Credits 4 Lecture 4

Prerequisite: CS 121 and MTH 095 or instructor's approval

An introduction to programming including low level language (assembly language), high level languages and fourth generation programming. Students will gain a basic understanding of the programming process and will complete several simple programming projects. *Offered periodically.*

• **CS 125 SOFTWARE APPLICATIONS**

Credits 1 - 3 Lecture 1 - 3

Prerequisite: CS 120 or equivalent

This class will study in detail one specific software application used with microcomputers. Topics will include standard features and operations of the application and consideration of one or more specific products and their unique features. Course may include (but is not limited to) word processing (CS 125W), spreadsheets (CS 125S), presentation management (CS 125P), multimedia (CS 125M), database management systems (CS 125D), desktop publishing (CS 125B) and email (CS 125E). *This course may be repeated under different topics. Offered periodically.*

✓ **CS 133B PROGRAMMING WITH VISUAL BASIC**

Credits 4 Lecture 3/Lecture/Lab 2

Prerequisite: CS 120 and MTH 111 or instructor's approval

An introduction to programming with the high level programming language Visual BASIC. The student will study basic programming styles, techniques and the syntax of Visual BASIC. Students will write, run and debug programs on microcomputers.

✓CS 133J PROGRAMMING: JAVA

Credits 4 Lecture 3/Lecture/Lab 2
Recommended preparation: MTH 111 and CS 120

An introduction to programming with a high-level programming language. The student will study foundational programming styles, techniques, syntax, and tools in order to develop, write, run, and debug computer programs.

✓CS 133U PROGRAMMING WITH C++

Credits 4 Lecture 3/Lecture/Lab 2
Prerequisite: CS 120 and MTH 111 or instructor's approval

An introduction to programming with the high level programming language C++. The student will study basic programming styles, techniques and the syntax of C++. Students will write, run and debug programs on microcomputers.

•CS 135 ADVANCED SOFTWARE APPLICATIONS

Credits 1 - 3 Lab 3 - 9
Prerequisite: related topic in CS 125 or instructor's approval

A continuation of the topics of CS 125. *This course may be repeated under different topics. Offered periodically.*

•CS 140 INTRODUCTION TO OPERATING SYSTEMS

Credits 1 - 3 Lecture 1 - 3
 An introduction to the concepts and commands of one or more operating systems such as MS-DOS, OS/2, UNIX, LINUX, Windows and Macintosh OS. *This course may be repeated under different topics. Offered periodically.*

✓CS 161 COMPUTER SCIENCE

Credits 4 Lecture 3/Lecture/Lab 2
Prerequisite: MTH 111 or equivalent

An introduction to problem solving and algorithm design with the use of a high level programming language. Included will be basic principles of hardware, software and programming techniques.

✓CS 162 COMPUTER SCIENCE

Credits 4 Lecture 3/Lecture/Lab 2
Prerequisite: CS 161

A continuation of CS 161. Additional topics may include data organization (multidimensional arrays, records, pointers, lists, stacks and queues) and techniques for designing large projects.

✓CS 171 COMPUTER ORG and ASSEMBLY LANGUAGE

Credits 4 Lecture 4
Prerequisites: CS 162 and CS 260 recommended

An introduction to the organization of computers, hardware, representation of information and an introduction to machine and assembly language programming. *Offered periodically.*

CS 180 COMPUTER SCIENCE PRACTICUM

Credits 1 - 4 Activity 4 - 16
 A course that will allow students to apply what they have learned in some area of computer science to real world situations. Students will work directly with a local business or organization under the direction and supervision of their instructor. *Offered periodically.*

✓CS 195 WEB DEVELOPMENT

Credits 4 Lecture 4
Prerequisite: CS 121 or instructor's approval

A first course in the design and development of web pages and sites. This course will include the use of web page authoring tools as well as HTML syntax to create web pages. Students will study both the mechanics and practical application of these tools as well as principles of good design for the web.

•CS 198 SPECIAL STUDIES

Credits 1 - 3 Lecture 1 - 3
Prerequisite: instructor's approval
 This course is designed to offer special topics in computer science to interested and capable students.

•CS 240 ADVANCED OPERATING SYSTEMS

Credits 1 - 3 Lecture 1 - 3
Prerequisite: CS 140 or instructor's approval
 A continuation of CS 140. *This course may be repeated under different topics. Offered periodically.*

✓CS 260 DATA STRUCTURES

Credits 4 Lecture 3/Lecture/Lab 2
Prerequisite: CS 162
 A continuation of CS 162 including basic data structures, searching and sorting techniques and advanced problem solving. *Offered periodically.*

•CS 280 COOPERATIVE WORK EXPERIENCE

Credits 1 - 8 CWE 4 - 32
Prerequisite: instructor's approval
 Provides a supervised work experience in computer science which supplements the "school experience", that is not possible in the normal academic classroom environment.

✓CS 295 WEB DEVELOPMENT

Credits 4 Lecture 4
Prerequisite: CS 195 or instructor's approval
 A second course in the design and development of web pages and sites. This course will include JavaScript, CCS, SSI, CGI programming and other DHTML tools. Students will study both the mechanics and practical application of these tools.

•CS 298 SPECIAL STUDIES

Credits 1 - 3 Lecture 1 - 3
Prerequisite: instructor's approval
 This course is designed to provide interested and capable students special topics in computer science.

▼CSS 100 SOILS AND FERTILIZERS

Credits 3 Lecture 2/Lab 3
 Students will study and evaluate the characteristics of the soil. Soil amendments and fertilizers are reviewed to determine crop requirements. Plant and soil analysis techniques are studied.

▼CSS 201 PRINCIPLES OF CROP SCIENCE

Credits 3 Lecture 3
Corequisite: AGR 80
 Covers the major farm practices used in Eastern Oregon. Major crops used to facilitate learning include wheat, barley, peas, potatoes and corn. Other crops will be reviewed to determine their adaptability to local climate, soils and markets. *Cooperative Work Experience required.*

▼CSS 210 FORAGE CROPS

Credits 3 Lecture 3
Corequisite: AGR 280
 Students will study the various crops raised for livestock consumption. Proper planting, maintenance, harvest and storage techniques, production and economic returns are topics reviewed in detail. *Cooperative Work Experience required.*

▼CSS 240 PEST MANAGEMENT

Credits 4 Lecture 4
Corequisite: AGR 280
 Students will study the common pesticides used on today's farms and ranches. Herbicides, insecticides, fungicides and growth regulators will be reviewed. Methods of application and calibration are taught stressing safety in handling and disposal. *Cooperative Work Experience required.*

DA 041 DENTAL RADIOLOGY

Credits 4 Lecture 3/Lab 3
Prerequisite: admission to the dental assisting program and/or instructor's approval
 Introduces dental radiology concepts including historical background, terminology, principles of dental radiology, legal aspects regarding use of radiation, basic physics associated with x-rays and biological effects of x-rays. Includes practical instruction on and sizes health and safety, infection control procedures, anatomical landmarks, types and sizes of x-ray film, darkroom processing, film mounting, examination and operation of a dental x-ray unit with beginning practice of film placement and exposure techniques on mannequins.

DA 042 DENTAL RADIOLOGY

Credits 3 Lecture 2/Lab 3

Prerequisite: DA 041

Continued study and clinical practice with the principles of dental radiography techniques including: bisecting, paralleling, bitewing, panelipse exposure on adult patients and other exposure techniques for the edentulous patient. The identification of possible abnormalities seen on a radiograph are viewed and discussed.

DA 043 DENTAL RADIOLOGY

Credits 1 Lab 3

Prerequisite: DA 042

Provides a concentrated clinical application of dental radiographic procedures studied in previous courses in preparation for the Dental Assisting National Board Radiation Examinations.

DA 051 CHAIRSIDE PROCEDURES

Credits 3 Lecture 2/Lab 3

Prerequisite: admission to the dental assisting program and/or instructor's approval

Introduction to and practice of basic chairside assisting procedures including disease transmission, disinfection and sterilization procedures, OSHA compliance procedures, patient preparation, oral evacuation, equipment and instrument identification, instrument transfer and restorative operative dental procedures.

DA 052 CHAIRSIDE PROCEDURES

Credits 3 Lecture 2/Lab 3

Prerequisite: DA 051

A presentation of the theory and practice of new procedures and review of oral evacuation, instrument transfer, and infection control procedures. Includes discussion, demonstration, and practical application of the following; alginate impressions, dental dam placement and removal, bite registration, suture removal, introduction to tofflemer matrix and wedge placement and coronal polish.

DA 053 CHAIRSIDE PROCEDURES

Credits 2 Lecture 1/Lab 3

Prerequisite: DA 042, DA 052 and DA 062

Covers theory and practice of procedural responsibilities delegated to the dental auxiliary as outlined in the current Oregon Dental Practice Act for the Expanded Function Duty Assistant. Includes discussion, demonstration, practical lab experience, and clinical application.

DA 054 DENTAL SPECIALTIES

Credits 2 Lecture 2

Prerequisite: DA 051

Covers various specialties of dentistry and new, emerging technologies, their principle procedures, instrument identification, tray setups, and post-operative care instructions.

DA 061 CLINICAL PRACTICE

Credits 2 Clinical 6

Prerequisite: admission to the dental assisting program and/or instructor's approval

Students will be given weekly research questions on various topics covered during fall term. Research questions are to be completed using information obtained while observing in local dental facilities. When appropriate, students may begin to assist with basic procedures with instructor's permission and the dentist's supervision.

DA 062 CLINICAL PRACTICE

Credits 4 Clinical 12

Prerequisite: DA 051 and DA 061

Course designed to provide supervised clinical experience in basic chairside assisting procedures, including material manipulation, oral evacuation, instrument transfer, charting, and patient management in a local dental office.

DA 063 CLINICAL PRACTICE

Credits 8 Clinical 24

Prerequisite: DA 062

Provides dental assisting students with continued supervised work experience in a dentist's office. Students assist with operative procedures, exposing and processing dental radiographs, dental laboratory procedures, and performing business office procedures.

DA 066 CLINICAL PRACTICE SEMINAR

Credits 1 Lecture 1

Prerequisite: admission to the dental assisting program and/or instructor's approval

Seminar discussions to be held on various aspects of spring term internships in local dental offices. Employment opportunities, resume writing, completing job applications, and interviewing skills are covered.

DA 070 BASIC DENTAL SCIENCE

Credits 3 Lecture 3

Prerequisite: admission to the dental assisting program and/or instructor's approval

The study of systems of the human body, their physiology, as well as bacteriology and embryology, as they relate to the oral cavity.

DA 072 DENTAL ANATOMY

Credits 4 Lecture 4

Prerequisite: admission to the dental assisting program and/or instructor's approval

An introduction to the oral cavity. Students will identify the supporting structures, differences and similarities of individual teeth of both primary and permanent dentition. Utilizing various numbering systems, students will gain skill and knowledge of basic charting symbols and procedures. Blacks Cavity classification and elements of cavity design are introduced.

DA 074 DENTAL PATHOLOGY

Credits 1 Lecture 1

Prerequisite: DA 070 and DA 072

The study of oral pathology to include normal, diseased or injured tissues, dental caries, oral inflammation, abscesses, and developmental abnormalities.

DA 076 DENTAL PHARMACOLOGY

Credits 1 Lecture 1

Prerequisite: Admission to the dental assisting program and/or instructor's approval.

General aspects of pharmacology, sources, types, purposes, and composition of the drugs. Course includes methods of prescribing and administering various drugs as well as local anesthetics used by the dentist when treating patients.

DA 080 DENTAL MATERIALS

Credits 3 Lecture 2/Lab 3

Prerequisite: admission to the dental assisting program and/or instructor's approval

Introduction, demonstration, manipulation, and principal application including physical and chemical properties, preparation, and care and storage of materials used in dental offices.

DA 082 DENTAL MATERIALS AND PROCEDURES

Credits 2 Lecture 1/Lab 3

Prerequisite: DA 051 and DA 080

Introduction to a variety of materials used in the dental office for restorative and specialized procedures. The course includes the various materials, physical and chemical properties, and preparation, manipulation, care and storage, as well as laboratory equipment identification, use and safety procedures.

DA 090 DENTAL HEALTH EDUCATION*Credits 2 Lecture 2**Prerequisite: admission to the dental assisting program and/or instructor's approval*

The attitudes, philosophies, and behaviors of the dental patients along with techniques to motivate and manage their various behaviors. Covers basic concepts of preventive dentistry including the study of plaque related diseases, brushing and flossing techniques, and fluoride therapy. Basic food groups and nutritional counseling are introduced along with techniques for preparing and evaluating dental health education materials.

DA 092 DENTAL LAW AND ETHICS*Credits 1 Lecture 1**Prerequisite: DA 090*

History, ethics, and legal aspects of dentistry are covered as they are prescribed by the American Dental Association and Oregon Practice Act. Designed to acquaint students with the members of the dental team, their roles, educational background, and legal responsibilities and restrictions.

DA 094 DENTAL BUSINESS OFFICE*Credits 3 Lecture 2/Lab 3**Prerequisite: DA 062*

Designed to prepare the student for management of the dental office, including the study of business office procedures and techniques, written communication, computer use, dental insurance, accounts receivable, recall systems, staff and patient management, and inventory control procedures.

DA 096 MEDICAL EMERGENCIES IN THE DENTAL OFFICE*Credits 1 Lecture 1**Prerequisite: DA 051*

Emphasizes the importance of the health history, treatment of the medically compromised patient and the influence it may have during their clinical treatment. Individual and team concepts include vital signs, equipment, drug signs and symptoms are studied for handling medical emergencies.

•EC 115 SURVEY OF ECONOMICS*Credits 3 Lecture 3*

This survey course gives an overview of both macro and microeconomic theory for an understanding of current economic problems.

•EC 198 SPECIAL STUDIES*Credits 1 - 3 Lecture 1 - 3**Prerequisite: instructor's approval*

This course is designed to provide interested and capable students special topics in economics.

✓EC 201 PRINCIPLES OF ECONOMICS/MICRO*Credits 3 Lecture 3*

Introduction to Micro Economics focuses on the behavior of individual consumers and business firms and how their interaction leads to a set of prices that act to allocate scarce resources among alternative uses.

✓EC 202 PRINCIPLES OF ECONOMICS/MACRO*Credits 3 Lecture 3*

Introduction to Macro Economics focuses on the behavior of economic aggregates or the economy as a whole. National income determination, measuring economic performance and public policy tools for dealing with inflation, unemployment, etc. are discussed.

✓EC 203 PRINCIPLES OF ECONOMICS/THEORY*Credits 3 Lecture 3**Prerequisite: EC 201 and EC 202*

Applications of Economic Theory, applies the economic theory learned in EC 201 and EC 202 to current economic problems.

▼ECE 101 FAMILY AND COMMUNITY RELATIONS*Credits 3 Lecture 3*

This course provides the knowledge and skills necessary to work effectively with families and community professionals in early childhood education. Topics to be covered include family involvement, communicating with families and professionalism in early childhood education.

▼ECE 111 INTRODUCTION TO ECE/ENVIRONMENTS*Credits 1 Lecture 1*

This course covers the different types of early childhood education programs and the regulations that govern each.

▼ECE 112 INTRODUCTION TO ECE/PROFESSIONALSIM*Credits 1 Lecture 1*

This course covers employability and career development.

▼ECE 113 INTRODUCTION TO ECE/CHILD ADVOCACY*Credits 1 Lecture 1*

This course covers the ethical and legal responsibilities of early childhood practitioners.

▼ECE 150 OBSERVATION/ ASSESSMENT AND RECORDING*Credits 3 Lecture 3**Prerequisite or corequisite: ECE 226*

Students will develop skills necessary to observe, assess and record young children's behavior. Students will gain experience with a variety of observation and recording tools. Focus is on the importance of objective record keeping in relationship to the on-going monitoring of children's development.

▼ECE 151 GUIDANCE AND CLASSROOM MANAGEMENT*Credits 3 Lecture 3**Prerequisite or corequisite: ECE 226*

This course is an introduction to managing behavior in the classroom. Emphasis is on why misbehavior occurs and practical strategies to deal with those behaviors.

▼ECE 152 CREATIVITY FOR YOUNG CHILDREN*Credits 3 Lecture 3*

This course focuses on understanding and implementing developmentally appropriate practices for the young child. Students will gain hands-on experience in multiple creative activities that are age appropriate, individually appropriate, and culturally appropriate.

▼ECE 153 MUSIC AND MOVEMENT*Credits 3 Lecture 3*

This class provides a foundation for understanding the role of music and movement in the development of young children. Students will have the opportunity to integrate knowledge and experience culminating in a personal collection of developmentally appropriate music and movement activities for young children.

▼ECE 154 LITERATURE AND LITERACY*Credits 3 Lecture 3**Prerequisite or corequisite: ECE 226*

This course surveys and presents methods for using and evaluating children's literature. Students will also gain knowledge about the relationship between language development and emergent literacy.

▼ECE 161 PRACTICUM/INFANTS AND TODDLERS*Credits 4 Lecture 2/Lab 6**Prerequisite: instructor's approval*

Practica are individualized, community placements in early childhood education settings with direct supervision. They provide a formalized experiential learning opportunity for students considering an early childhood profession. Practicum/Infants and Toddlers provides students the opportunity to work with children from birth to three; Practicum/Preschool focuses on children from three to five.

▼**ECE 163 PRACTICUM/PRESCHOOL**

Credits 4 Lecture 2/Lab 6

Prerequisite: instructor's approval

Practica are individualized, community placements in early childhood education settings with direct supervision. They provide a formalized experiential learning opportunity for students considering an early childhood profession.

Practicum/Infants and Toddlers provides students the opportunity to work with children from birth to three; Practicum/Preschool focuses on children from three to five.

▼**ECE 175A FIRST BY FIVE/SOCIAL EMOTIONAL GROWTH**

Credits 1 Lecture 1

This course presents healthy social emotional development in infancy as the underpinning for all other learning and that social emotional development is dependent on the child's close

relationship with respectful, caring adults. Also discussed is the importance of understanding temperament, emotions, environmental impact and care giving responsiveness to the child's needs.

Students are presented information to promote awareness of their own feelings, expectations and attitudes brought with them from past experiences to the field of early childhood education. Students will examine the relationship between social emotional care giving and services provided to families.

▼**ECE 175B FIRST BY FIVE/GROUP CARE**

Credits 1 Lecture 1

This course helps students to understand how to develop intimacy between infants and others in a group. Students will discuss barriers, as well as discover strategies for providing appropriate care. Respectful routine care in a child's daily life is fundamental to developing intimate relationships. Students will evaluate health and safety issues, daily routine care and consider environment, space and child care ratios as important aspects of group care.

▼**ECE 175C FIRST BY FIVE/LEARNING AND DEVELOPMENT**

Credits 1 Lecture 1

This course presents a non-traditional view of how infants and toddlers develop. Students will discover the importance of infants and toddlers having the freedom to make learning choices and to experience the world on their own terms. Facilitation of natural interests and urges to learn dominate the course content with specific information based on understanding learning schemes, developmental stages, and support for learning.

▼**ECE 175D FIRST BY FIVE/CULTURE, FAMILY AND PROVIDER**

Credits 1 Lecture 1

This course challenges students to articulate their philosophy of infant/toddler care and the caregiver-parent relationship so that they can develop stronger partnerships and facilitate communication with parents. Considerations for how participants can encourage families to participate in their child's care will be discussed and strategies for working with difficult situations explored. The course will also examine common challenges in conducting a child-care business to include defining business relationships and arrangements. Family issues around separation, accepting diversity, routine care, culture, and child development will be analyzed and practical solutions explored.

▼**ECE 198 SPECIAL STUDIES**

Credits 1 - 3 Lecture 1 - 3

This course provides an opportunity to explore topics outside the parameters of the established ECE program. This is a substantive course grounded in theory and reflecting student needs and interest and/or instructor availability.

▼**ECE 226 CHILD DEVELOPMENT**

Credits 3 Lecture 3

This course covers child development from birth through age 6. Focus is on major developmental theories, stages of development, and appropriate behavioral expectations. This course is the foundation for the ECE program.

▼**ECE 227 ENHANCING SOCIAL EMOTIONAL DEVELOPMENT**

Credits 3 Lecture 3

Prerequisite or corequisite: ECE 226

This course provides an in-depth exploration of strategies and techniques for enhancing children's social emotional development.

▼**ECE 240 CURRICULUM/PLANNING**

Credits 3 Lecture 3

Prerequisite or corequisite: ECE 226

This course focuses on designing curriculum for the young child using the principles of developmentally appropriate practices across developmental domains. Students will learn to construct lesson plans from a variety of perspectives including creative, emergent, thematic, anti-bias, cultural, and emotional well-being.

▼**ECE 248 OVERVIEW OF SPECIAL SERVICES**

Credits 3 Lecture 3

Prerequisite or corequisite: ECE 226

This course introduces students to services for early intervention to young children with special needs. The course also presents current legislation, educational needs of special children and ideas and strategies for working with families to integrate special children into preschool programs.

▼**ECE 249 INCLUSION OF CHILDREN WITH SPECIAL NEEDS**

Credits 3 Lecture 3

Prerequisite or corequisite: ECE 226

The emphasis of this course is on strategies and adaptations for including children with special needs in the early childhood setting. Current resources and best practices for educating children with diverse abilities, limited English proficiency, different socioeconomic and/or cultural backgrounds and other special needs will be explored.

▼**ECE 280 COOPERATIVE WORK EXPERIENCE**

Credits 1 - 8 CWE 4 - 32

The purpose of cooperative work experience is to provide students with an opportunity to gain volunteer experience with young children in an early childhood setting. Students participating in cooperative work experience with young children must successfully complete a criminal history background check. Cooperative work experience may include one-to-one or small group instructional assisting.

▼**ECE 295 CHILD CARE ADMINISTRATION**

Credits 3 Lecture 3

Prerequisite: instructor's approval

An exploration of administrative roles and responsibility in child care centers. Topics include philosophy, finances, personnel, legal regulation, and program planning.

▼**ECE 296 ISSUES AND TRENDS**

Credits 3 Lecture 3

This course explores the status of early childhood education. The purpose is to assist students in becoming knowledgeable professionals. Topics may include: inclusion, professionalization, teaching methods, brain research, teenage parents and working parents.

•ED 100 INTRODUCTION TO EDUCATION

Credit 1 Lecture 1

This course examines teaching as a profession. It provides opportunities for direct experience with, and analysis of, educational settings. Students will explore current issues in education and characteristics of effective schools. *Required in elementary and secondary A.A.O.T. transfer degree, A.A.S. degree for paraeducators and paraeducator certificate.*

▼ED 101 INTRODUCTION TO OBSERVATION AND EXPERIENCE

Credits 3 Lecture 3

This course introduces the role and work of instructional assistants and provides information about the Oregon Educational Standards. This course covers occupational and career development opportunities and provides students direct experience with educational settings and opportunities to examine the attitudes and work habits that influence job effectiveness and satisfaction. *Elective in paraeducator certificate and A.A.S. degree.*

▼ED 113 INSTRUCTIONAL STRATEGIES IN LANGUAGE ARTS

Credits 3 Lecture 3

Introduces the nature of the reading process and presents a systematic approach to language arts instruction. Students learn to link literacy instruction and assessment to state content standards. *Required in paraeducator certificate and A.A.S. degree.*

▼ED 114 INSTRUCTIONAL STRATEGIES IN MATH AND SCIENCE

Credits 3 Lecture 3

This course introduces the development of math and science concepts and presents a systematic approach to math and science instruction. Students learn to link math and science instruction and assessment to state content standards. *Required in paraeducator certificate and A.A.S. degree.*

▼ED 130 COMPREHENSIVE CLASSROOM MANAGEMENT

Credits 3 Lecture 3

This course provides current theory and methodology for managing small and large groups of students so that students choose to be productively involved in instructional activities. Covers the four major factors or skill areas of effective classroom management; 1) understanding students' personal/psychological and learning needs; 2) establishing positive adult-student and student-student relationships; 3) implementing instructional methods that facilitate optimal learning; and 4) using organizational and group management methods that maximize positive student behavior and learning. *Required in paraeducator certificate and A.A.S. degree.*

▼ED 131 INSTRUCTIONAL STRATEGIES

Credits 3 Lecture 3

Introduces a variety of teaching techniques and provides practice for students in instructional design. Students plan lessons and teach lessons to small groups of peers or instructional K-12 students and participate in self-evaluation and peer evaluation of others' teaching. *Required in paraeducator certificate and A.A.S. degree.*

▼ED 169 OVERVIEW OF STUDENTS WITH SPECIAL NEEDS

Credits 3 Lecture 3

An introduction to the disabling conditions of students with special needs and their implications in school settings. Defines and identifies intervention strategies for disabilities covered under federal law. *Required in paraeducator certificate and A.A.S. degree.*

•ED 200 FOUNDATIONS OF EDUCATION

Credits 3 Lecture 3

This course provides an overview of the American education system, including historical, legal, and philosophical foundations. Students will explore the governance of local schools and districts and will consider the roles and ethical obligations of professional educators. *Required in elementary and secondary education A.A.O.T. transfer degree, and paraeducator A.A.S. degree and certificate.*

▼ED 229 LEARNING AND DEVELOPMENT

Credits 3 Lecture 3

This course addresses current theory regarding human development, intelligence, motivation, and the learning process. Students learn to apply strategies and techniques derived from these theories. *Required in paraeducator certificate and A.A.S. degree.*

▼ED 235 EDUCATIONAL TECHNOLOGY

Credits 3 Lecture 3

This course trains students in the preparation and use of media and technology in school settings. Students will develop an understanding of the role of media in learning and methods for incorporating media in instruction. *Required in paraeducator certificate and A.A.S. degree.*

▼ED 254 INSTRUCTIONAL STRATEGIES FOR ENGLISH LANGUAGE LEARNERS

Credits 3 Lecture 3

This course will examine pedagogical and cultural approaches that lead to successful acquisition of English language skills and content knowledge. *Required in paraeducator certificate and A.A.S. degree.*

▼ED 258 MULTICULTURAL EDUCATION

Credits 3 Lecture 3

This course covers the philosophy, activities, and techniques appropriate to a culturally sensitive classroom. Students will develop an understanding of the impact of culture on individual perception, and learning and group dynamics. *Required in paraeducator certificate and A.A.S. degree. Will satisfy the cultural awareness requirement for the CUESTE program.*

▼ED 266 CURRENT ISSUES IN SPECIAL EDUCATION

Credits 3 Lecture 3

This course is designed to provide students interested in special education an opportunity to explore in more depth current issues in special education. Students will be exposed to current philosophical frameworks, legislative changes, emerging conditions, and technological advances. *Elective in paraeducator certificate and A.A.S. degree.*

▼ **ED 268 EDUCATING MILDLY AND SEVERELY HANDICAPPED**

Credits 3 Lecture 3

This course covers the theory and techniques of working with handicapped students. Services and funding provided for mildly and severely handicapped students are studied. *Elective in paraeducator certificate and A.A.S. degree*

• **ED 280 COOPERATIVE WORK EXPERIENCE - PRACTICUM'**

Credits 1-8 CWE 4-32

The purpose of this education practicum experience is to give first- and second-year education majors an opportunity to gain volunteer experience with age-appropriate children in an educational setting. Students participating in this practicum must successfully complete a criminal history verification check. Practicum situation may include one-to-one or small-group tutoring in reading, math, or other areas in a classroom setting. *Required in elementary and secondary A.A.O.T. transfer degree, and for paraeducator A.A.S. degree and certificates.*

▼ **ED 285 SIGNING EXACT ENGLISH**

Credits 3 Lecture 3

Beginning communication in Signing Exact English (SEE). This course introduces Manually Coded English sign language systems, focusing specifically on SEE. It includes the theories, rules, principles, and vocabulary of SEE, as well as practice in both receptive and expressive skills. Students will be introduced to the finger-spelled alphabet, as well as appropriate body, facial, and dramatic features of sign language. *Elective in paraeducator certificate and A.A.S. degree.*

▼ **ED286 SIGNING EXACT ENGLISH**

Credits 3 Lecture 3

Prerequisite: ED 285 or instructor's approval.

This is the second course in a sequence which introduces Manually Coded English sign language systems, focusing specifically on Signing Exact English 2 (SEE). It includes the theory, rules, principles, and vocabulary of SEE, as well as practice in both receptive and expressive skills. Students will be introduced to the finger spelled alphabet, as well as appropriate body, facial, and dramatic features of sign language. *Elective in paraeducator certificate and A.A.S. degree.*

▼ **ED 287 SIGNING EXACT ENGLISH**

Credits 3 Lecture 3

Prerequisite: ED 286 or instructor's approval.

This course is the third course in a sequence of courses that introduces Manually Coded English sign language systems, focusing specifically on Signing Exact English 2 (SEE). It includes the theory, rules, principles, and vocabulary of SEE, as well as practice in both receptive and expressive skills. Students will be introduced to the finger spelled alphabet, as well as appropriate body, facial, and dramatic features of sign language. *Elective in paraeducator certificate and A.A.S. degree.*

▼ **ED 298 SPECIAL STUDIES**

Credits 1-5 Lecture 1-5

This course is designed to accommodate a variety of content and subject areas related to education in the K-12 schools. Coursework will be specific to teaching and learning related activities and strategies. These topics may include, but are not limited to, teaching techniques, instructional technology, human relations, communication, and non-instructional support skills. Most of these courses will be taught in a workshop/conference environment in which students choose topics and issues that are relevant to their specific job responsibilities or are of specific interest to them. *Elective in paraeducator certificate and A.A.S. degree.*

Reading classes being with the prefix RD see page 99

Writing classes begin with the prefix WR see page 102

✓ **ENG 104 INTRODUCTION TO LITERATURE**

Credits 3 Lecture 3

Recommended preparation: WR121

A course concentrating on the study of fiction through analysis of short stories and/or novels drawn from American, English, continental, and other literature.

✓ **ENG 105 INTRODUCTION TO LITERATURE**

Credits 3 Lecture 3

Recommended preparation: WR121

A course emphasizing the study and analysis of drama from classical times to the modern period with concentration on the principal types of drama such as comedy and tragedy.

✓ **ENG 106 INTRODUCTION TO LITERATURE**

Credits 3 Lecture 3

Recommended preparation: WR121

A course focusing on the study of poetry, primarily lyric, drawn from American, English, Continental, and other literatures. Elements such as form, texture, and sensuous appeal are explored in close analysis of the poems.

✓ **ENG 107 WORLD LITERATURE**

Credits 3 Lecture 3

Recommended preparation: WR121

The first course in a three-part historical introduction to world literature. This course focuses on great works of the ancient world in a variety of forms including: verse, drama, fiction, and non-fiction. Reading and discussion may focus on the literary traditions of the ancient Middle East, Greece, Rome, India, and China.

✓ **ENG 108 WORLD LITERATURE**

Credits 3 Lecture 3

Recommended preparation: WR121

The second course in a three-part historical introduction to world literature. This course focuses on medieval and early modern literatures in a variety of forms including: verse, drama, fiction, and non-fiction. Reading and discussion may focus on the literary traditions of Asia, Islam, Africa, and Western Europe.

✓ **ENG 109 WORLD LITERATURE**

Credits 3 Lecture 3

Recommended preparation: WR121

The last of a three-part historical sequence, this course will explore important literary works of the modern world from the renaissance to the present. Readings will draw on a range of literatures, which may include Asian, European, Latin American and African. Emphasis will be on cultural diversity, changing literary traditions, and the role of literature in the modern world.

✓ **ENG 195 FILM AS LITERATURE**

Credits 3 Lecture 3

Recommended preparation: WR121

This course explores film as an art form, fostering visual literacy through close attention to the cinema. Students will study feature films and short films in a variety of genre and styles.

✓ **ENG 196 FILM AS LITERATURE**

Credits 3 Lecture 3

Recommended preparation: WR121

This course explores film as an art form, fostering visual literacy through close attention to the cinema. It will concentrate on the art of film making, including cinematography, editing, sound, and movement.

✓**ENG 197 FILM AS LITERATURE**

Credits 3 Lecture 3

Recommended preparation: WR121

This course explores film as an art form, fostering visual literacy through close attention to the cinema. It will concentrate on the importance of acting, drama, ideology, theory, and literary adaptation to film.

•**ENG 198 SPECIAL STUDIES**

Credits 1 - 3 Lecture 1 - 3

Prerequisite: instructor's approval

Recommended preparation: WR121

This course is designed to provide special topics in English to interested and capable students.

✓**ENG 201 SHAKESPEARE**

Credits 3 Lecture 3

Recommended preparation: WR121

A survey of the Elizabethan era and of Shakespeare's dramatic works. Students read early comedies, histories, and tragedies giving special attention to the overall design of each work as well as to its individual beauties.

✓**ENG 202 SHAKESPEARE**

Credits 3 Lecture 3

Recommended preparation: WR121

A survey of Shakespeare's middle period. Students read plays of various genres, but class emphasis falls on historical plays with discussion of Shakespeare's developing view of man, society, and government.

✓**ENG 203 SHAKESPEARE**

Credits 3 Lecture 3

Recommended preparation: WR121

A survey of Shakespeare's later plays including the great tragedies and the romances. Students study both dramatic forms and poetry, and discuss the philosophic implications of these major plays.

✓**ENG 204 SURVEY OF ENGLISH LITERATURE**

Credits 3 Lecture 3

Recommended preparation: WR121

This course is a study of the principal works of English literature. Students concentrate on Anglo-Saxon and medieval literature in the first term and become familiar with literary traditions through reading, lecture, discussion, and film.

✓**ENG 205 SURVEY OF ENGLISH LITERATURE**

Credits 3 Lecture 3

Recommended preparation: WR121

The second term of this survey focuses on renaissance and 18th century English literature. Students read and discuss major authors, including Shakespeare, Milton, Swift, and Pope.

✓**ENG 206 SURVEY OF ENGLISH LITERATURE**

Credits 3 Lecture 3

Recommended preparation: WR121

The third term of this survey sequence focuses on modern English literature. The authors are representative rather than inclusive.

✓**ENG 214 MYTH IN OREGON LITERATURE**

Credits 3 Lecture 3

Recommended preparation: WR121

Using Native American stories and stories of the 19th and 20th century immigrants to Oregon as well as contemporary literature of the Northwest, this course is a discussion seminar which exploring mythical patterns that emerged from the Northwest landscape along with patterns that Oregonians have imposed upon that landscape.

✓**ENG 240 NATIVE AMERICAN LITERATURE**

Credits 3 Lecture 3

Recommended preparation: WR121

English 240 is a discussion seminar designed to introduce the student to the emergence of literature being written by members of the first nations of North America, and the connection of that contemporary literature to the oral literature of myth, story, lyric and ritual poetry and oratory.

✓**ENG 253 SURVEY OF AMERICAN LITERATURE**

Credits 3 Lecture 3

Recommended preparation: WR121

The first of a three-part sequence, this course is a discussion seminar that surveys a multicultural representation of American literary works and major writers from pre-European contact to the Civil War. Emphasis may instead be on genre, with the first term focusing on American fiction.

✓**ENG 254 SURVEY OF AMERICAN LITERATURE**

Credits 3 Lecture 3

Recommended preparation: WR121

The second of a three-part sequence, this course is a discussion seminar that surveys a multicultural representation of American authors and literary works from the Civil War to World War II. Emphasis may instead be on genre, with the second term focusing on American drama.

✓**ENG 255 SURVEY OF AMERICAN LITERATURE**

Credits 3 Lecture 3

Recommended preparation: WR121

The last of a three-part sequence, this course is a discussion seminar that considers a multicultural representation of major American writers and literary works from World War II to the present. Emphasis may be instead on genre, with the third term focusing on American poetry.

✓**ENG 263 DETECTIVE FICTION**

Credits 3 Lecture 3

Recommended preparation: WR121

Investigation of the detective genre, its historical patterns, and its evolution from Poe to popular contemporary writers. Students will read a variety of detective novels/short stories in the categories of the armchair/cerebral detective, and hard boiled detective.

✓**ENG 264 DETECTIVE FICTION**

Credits 3 Lecture 3

Recommended preparation: WR121

Investigation of the detective genre, its historical patterns, and its evolution from Poe to popular contemporary writers. Students will read a variety of detective novels/short stories in the category of the police detective in America, in England, and Europe.

ENG 275 BIBLE AS LITERATURE

Credits 3 Lecture 3

Recommended preparation: WR121

A study of this seminal work of Western culture as a great literary achievement, most notably in prose narrative and lyric poetry, emphasizing the characters, plots, themes, symbols, and language.

•**ENG 280 COOPERATIVE WORK EXPERIENCE**

Credits 1 - 8 CWE 4 - 32

Prerequisite: instructor's approval

Recommended preparation: WR121

Provides experience in the English classroom for selected English major students who are exploring English teaching.

✓**ES 211 CHICANO/LATINO HISTORICAL EXPERIENCE**

Credits 3 Lecture 3

Chicano/Hispanic/Latino history in the United States beginning from pre-Columbian times to the present. This course covers pre-Columbian heritage, Spanish colonization, American conquest in the Mexican-American War and the Spanish American War, the Mexican's role in American labor, the Bracero Program and the Chicano Movement

✓ **ES 212 CHICANO/LATINO POLITICAL, ECONOMIC AND SOCIAL ISSUES**

Credits 3 Lecture 3

Introduces the social, educational, political, and economic status of Latinos in the context of their native countries and United States society, institutions, and structures. Examines demographic profiles and current issues within a Chicano/Latino perspective

• **FN 225 NUTRITION**

Credits 4 Lecture 4

Nutrition is the study of the nutrients in food and how the body uses them through the life cycle. Food sources, functions and recommendations for the six nutrients are covered. Digestion, absorption, and metabolism are discussed. Skills will be developed in evaluation of nutrition information, assessment of dietary intake, recognition of timely national nutrition issues, and an increased awareness of the relationship of diet upon chronic disease. A variety of instructional methods will be selected but emphasis will be upon collaborative learning.

▼ **FN 230 CHILDREN, FAMILIES AND NUTRITION**

Credits 3 Lecture 3

This is a course for parents, families, child- and health-care providers, and early childhood educators. Basic nutrition for the pregnant and breastfeeding woman, the breastfed and bottle-fed infant, and the child will be covered. Gaining understanding of how eating habits develop and the roles of the child and the parent will be emphasized, as well as positive techniques for feeding infants, toddlers, and preschoolers and dealing with various feeding situations. Nutrition challenges for the child with special health-care needs will be included. Resources for planning and preparing nutritious meals will be shared and a toolbox of community nutrition services, menus, recipes, and nutrition education activities and materials will be developed by each participant.

✓+ **G 101 INTRODUCTION TO GEOLOGY**

Credits 4 Lecture 3/Lab 3

A study of the structure and composition of the Earth, minerals, igneous, metamorphic, and sedimentary rocks. Plate tectonics, volcanism, and earthquake activity are interrelated to give an overview of the Earth's dynamic processes. Generally a one weekend field trip. *Need not be taken in sequence.*

✓+ **G 102 INTRODUCTION TO GEOLOGY**

Credits 4 Lecture 3/Lab 3

This course centers on the dynamic processes that sculpt the surface of Earth: weathering processes, streams, ground water, glaciers, mass movements, wind and oceans. Topographic maps and aerial photos are also used. Generally a one weekend field trip. *Need not be taken in sequence.*

✓+ **G 103 INTRODUCTION TO GEOLOGY**

Credits 4 Lecture 3/Lab 3

A study of the early history of Earth and geologic time scale. Sedimentation, sedimentary environment, fossils, and fossilization are discussed along with the stratigraphic history of North America. The beginnings of life are traced through the evolution of plants, vertebrates, and invertebrates. Generally a one-weekend field trip. *Need not be taken in sequence.*

✓ **G 145 GEOLOGY OF THE PACIFIC NORTHWEST**

Credits 3 Lecture 3

A study of the regional geology of the Pacific Northwest. This course traces the geologic evolution of the Northwest and includes discussion on the history of volcanic activity, fossils, sedimentary environments, and topographic change with time. Field trips to points of interest where appropriate.

✓ **G 146 ROCKS AND MINERALS**

Credits 3 Lecture 3

An introduction to the origin and identification of common rocks and minerals. Topics include crystal forms, physical tests, chemical tests, and gem materials. Designed for a rock hound, casual collector, or anyone interested in knowing more about rocks and minerals. Field trips where appropriate.

✓ **G 147 BASIC GEOLOGY**

Credits 3 Lecture 3

An introduction to physical geology, designed to help one become more aware of the processes that shape our geological environment. Topics include rock and mineral formation and identification, volcanoes, earthquakes, plate tectonics, and glaciations. Field trips where appropriate.

• **G 198 SPECIAL STUDIES**

Credits 1 - 3 Lecture 1 - 3

Prerequisite: instructor's approval

This course is designed to offer special topics in geology to interested and capable students.

✓+ **G 201 PHYSICAL GEOLOGY**

Credits 4 Lecture 3/Lab 3

An in-depth study of the geologic processes occurring on Earth. There are no prerequisites, although a background in science is helpful. Satisfies laboratory science requirements for both science and non-science majors. Topics studied include the origin and identification of rocks and minerals, volcanoes, earthquakes, and plate tectonics. Generally a one-weekend field trip. *Need not be taken in sequence.*

✓+ **G 202 PHYSICAL GEOLOGY**

Credits 4 Lecture 3/Lab 3

Topics studied will include the evolution of landscapes, stream erosion, glaciations, and landslides, and the interpretation of topographic maps, and aerial photos. There are no prerequisites, although a background in science is helpful. Satisfies laboratory science requirements for both science and non-science majors. Generally one-weekend field trip. *Need not be taken in sequence.*

✓+ **G 203 HISTORICAL GEOLOGY**

Credits 4 Lecture 3/Lab 3

An examination of the evolution of Earth from the standpoint of plate tectonics, including life forms, rock correlation, and geologic time. There are no prerequisites, although a background in science is helpful. Satisfies laboratory science requirement for both science and non-science majors. Generally one-weekend field trip. *Need not be taken in sequence.*

✓ **GEOG 101 PHYSICAL GEOGRAPHY**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD035.

Introduction to physical geography of the earth with specific emphasis on landforms, climate, vegetation, and soils; and on the interaction between humans and these elements.

✓ **GEOG 103 HUMAN GEOGRAPHY**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD035.

This course introduces students to the discipline of geography and studies patterns of a wide variety of topics, including industry and economy, population, tourism, water rights, and politics. The topics are incorporated through the theme of globalization.

✓ **GEOG 106 HUMAN AND CULTURAL GEOGRAPHY**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD035.

Identifies humankind's occupancy of the earth. Emphasis is on the division of the world into regions, the potential of each region for human use, and humankind's cultural and economic adaptations.

✓**GEOG 107 HUMAN AND CULTURAL GEOGRAPHY**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD035.

Describes the characteristics of the economic, urban, and political landscape; how various cultural groups perceive and modify the earth; and the problems they create in so doing.

✓**GEOG 120 WORLD/REGIONAL GEOGRAPHY**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD035.

This course studies world patterns of the natural and cultural environments and focuses on the place of each geographic region in the world community.

▼**GEOG 140 MAP READING AND INTERPRETATION**

Credits 3 Lecture 3

Learning how to use maps for everyday and professional applications. This course covers major types and sources of maps and aerial imagery, how information is simplified and symbolized for presentation on maps, and coordinate and locational systems.

✓**GEOG 206 GEOGRAPHY OF OREGON**

Credits 3 Lecture 3

Recommended preparation: SP111, WR060 and RD035.

A study of the diverse landscapes of Oregon. This course considers natural environment, population growth, and settlements. Special emphasis is placed on the historical geography of selected areas of the state.

•**GEOG 298 SPECIAL STUDIES**

Credits 1 - 3 Lecture 1 - 3

Recommended preparation: WR060 and RD035.

Designed to provide interested and capable students with the opportunity to study special topics in geography.

✓+ **GS 104 PHYSICAL SCIENCE/PHYSICS**

Credits 4 Lecture 3/Lab 3

A one-term introduction to the fundamental physical concepts that form the foundation for all of the physical sciences. Topics include measurement, motion, mechanics, and pressure.

✓+ **GS 105 PHYSICAL SCIENCE/CHEMICAL CONCEPTS**

Credits 4 Lecture 3/Lab 3

A one-term introduction to chemistry and its application to everyday phenomena. Topics include structure of the atom, chemical bonding, solutions, acids and bases, and chemical reactions.

✓+ **GS 107 PHYSICAL SCIENCE/ASTRONOMY**

Credits 4 Lecture 3/Lab 3

A one-term introduction to astronomy that surveys the history of astronomy, our solar system, galaxy, and universe. Topics of current interest to astronomers will be presented. Course includes outdoor observations.

✓+ **GS 110 PHYSICAL SCIENCE/ENERGY**

Credits 4 Lecture 3/Lab 3

Overview of the sources of energy in nature. Emphasis on how energy is coupled to specific principles and processes related to physics and chemistry. Topics include heat, radioactivity, light, sound, and electricity.

✓+ **GS 111 PHYSICAL SCIENCE/FORENSIC SCIENCE**

Credits 4 Lecture 3/Lab 3

A one-term introduction to theories and practices of forensic investigation including basic techniques. Topics include fingerprints, blood typing, photography, and casting techniques.

✓+ **GS 142 PHYSICAL GEOLOGY/EARTH REVEALED**

Credits 4 Lecture 3/Lab 3

This course examines the evolution of planet Earth based upon the dynamics of interacting systems and physical geological attributes of the planet including geologic time, physical phenomena, and weathering. Students will participate in laboratory exercises using a "rock kit" specifically designed for this course. Includes a field exercise that integrates physical geology concepts with a project conducted in the community by each student.

•**GS 160 OBSERVATIONAL ASTRONOMY**

Credits 3 Lecture 3

A one-term non-laboratory introduction to astronomy with emphasis on night sky observation and fundamental astronomical concepts. Course includes outdoor observations.

•**GS 198 SPECIAL STUDIES**

Credits 1 - 3 Lecture 1 - 3

This seminar course is offered on demand and covers diverse topics in the natural and physical sciences.

HD 080 LIFE TRANSITIONS

Credits 2 Lecture/Lab 4

This course is a five-week series of seminars designed for students to develop self-knowledge, coping skills, confidence-building, communication skills, parenting skills, and how to have healthy relationships. Included in this course will be exploration of specific careers and orientation to job-search techniques, learning about college support services, managing resources, networking, exploring nontraditional training options, setting goals, and developing action plans.

•**HD 100 COLLEGE SURVIVAL AND SUCCESS**

Credits 3 Lecture 3

This course teaches students approaches and techniques that will support their success both as individuals and as students in college. Focus is on academic strategies that include note taking, test taking, and text reading. Coping skills such as time management, stress management, assertiveness, and methods for organization will also be presented. This class is available as a lecture course and as a distance education course.

•**HD 110 CAREER PLANNING**

Credits 2 Lecture 2

Students gain information about themselves and occupations. They choose two careers and support their choices based upon the information they have acquired. They use interest inventories, computerized exploration programs, and an entrepreneur quiz. They will use the Career Information System to find sources of training and financial aid for the careers they have chosen.

•**HD 151 SERVICE LEADERSHIP**

Credits 1 Lecture 1

Designed to provide training in leadership skills for elected student government officers and representatives. Not open to general student enrollment. Course serves as a bridge between community/civic/legislative service and academic experience. Focus is on communication skills, small group dynamics, presentation skills, and leadership styles. *Course is repeatable up to 3 times (3 credits total).*

•**HD 152 SERVICE LEADERSHIP**

Credits 1 Lecture 1

Designed to provide training in leadership skills for elected student government officers and representatives. Not open to general student enrollment. Course serves as a bridge between community/civic/legislative service and academic experience. Focus is on communication skills, small group dynamics, presentation skills, and leadership styles. *Course is repeatable up to 3 times (3 credits total).*

•**HD 153 SERVICE LEADERSHIP**

Credits 1 Lecture 1

Designed to provide training in leadership skills for elected student government officers and representatives. Not open to general student enrollment. Course serves as a bridge between community/civic/legislative service and academic experience. Focus is on communication skills, small group dynamics, presentation skills and leadership styles. *Course is repeatable up to 3 times (3 credits total).*

•**HD 204 SELF-MOTIVATION AND PERSONAL POTENTIAL**

Credits 3 Lecture 3

Students will learn and explore methods for eliminating recurring behavior, feelings, or thoughts that can negatively affect the quality of their lives. Subject matter covered will be the psychology of wellness, principles of behavior modification, and a holistic approach to an individual's ability to develop a successful self-management plan for living. Focus will be on kinds of life planning, positive health management, assertive, communication, social fulfillment, and emotional well-being. This course goes beyond acquisition of knowledge or personal awareness. It also includes experiential and collaborative learning in addition to more traditional approaches.

•**HD 206 COPING SKILLS FOR STRESS**

Credits 3 Lecture 3

The theories and practices of stress management will be presented in this course. Techniques for coping, such as relaxation, visualization, imagery, meditation, exercise, nutrition, rational-emotive thinking, assertion, and time management will be employed. Students will be required to assess the impact of various stressors upon their well-being and to design coping styles that are preventative and which promote their mental and physical wellbeing. The focus of this class is educational, not therapeutic. Emphasis will be equally divided among academic and participatory requirements.

HE 100 INTRODUCTION TO HEALTH SERVICES

Credits 4 Lecture 3/Lab 3

Individually designed shadow experiences within the health service professional field that provide the learner the opportunity to apply skills as well as obtain knowledge of various health career occupations. Basic first aid and cardiopulmonary resuscitation (CPR) are included.

•**HE 115 BODY COMPOSITION ASSESSMENT**

Credits 1 Lecture 1

Percent body fat (or lean-to-fat-ratio) is a better indicator of health and fitness than scale weight is. This class teaches students about the different methods of assessing percent body fat, their advantages and disadvantages and their reliability. Students will learn to assess lean-to-fat-ratio using the skin-fold assessment method.

•**HE 250 PERSONAL HEALTH**

Credits 3 Lecture 3

A visionary look at the state of health and health care today. This course offers teachers and learners and look at current health and health-care issues from weight management to cardiovascular disease; and from the latest HIV/AIDS treatment to changes in health-care delivery systems. Personal Health combines interviews with leading health professionals, dynamic location footage, and illustrative case studies to bring each lesson to life.

•**HE 252 FIRST AID**

Credits 3 Lecture 3

This course is designed to provide the student with the knowledge and skills necessary in an emergency: to call for help, to help keep someone alive, to reduce pain and to minimize the consequences of injury or sudden illness until professional medical help arrives. Successful completion will lead to an American Red Cross community first aid and community CPR certification.

•**HE 253 PERSONAL NUTRITION**

Credits 3 Lecture 3

Orientation to the importance of a diet that is low in saturated fat and cholesterol, while high in complex carbohydrates and fiber. Emphasis will be on helping participants choose healthy, low-fat foods while still enjoying their diets. The course will include an introduction to nutrients, their uses and food sources, as well as discussion of current topics including weight management, eating disorders, exercise, fad foods and diets, recipe modifications, and reducing risk of disease related to high-fat diet.

HE 261 CARDIO-PULMONARY RESUSCITATION

Credits 1 Lecture 1

Describes principles and procedures of basic life support to victims of airway obstruction, respiratory arrest, and/or cardiac arrest. Successful completion of this course leads to an American Red Cross CPR certificate. *This course cannot be taken for credit if credit has been given for HE 252.*

•**HE 298 SPECIAL STUDIES**

Credits 1 - 3 Lecture 1 - 3

Prerequisite: instructor's approval
This course is designed to offer special topics in health to interested and capable students.

▼**HORT 100 PLANT SCIENCE**

Credits 3 Lecture 3

Corequisite: AGR 280

Basic principles of plant science and the environmental factors associated with plant growth and development constitute the core of this course. Agricultural application of plants will be emphasized. *Cooperative work experience required.*

▼**HORT 111 ALTERNATIVE CROP PRODUCTION**

Credits 3 Lecture 3

Corequisite: AGR 280

This course explores specialty crop production such as seed, berry, fruit, and melon production. Mulch use and drip irrigation will be emphasized. Greenhouse work may also be included. *Cooperative work experience required.*

•**HPE 295 HEALTH AND FITNESS FOR LIFE**

Credits 3 Lecture 3

Develop an understanding of the interacting influences of physical fitness, nutrition, stress management, and health. Course covers many wellness topics including weight control, eating disorders, diet analysis, and methods for behavior change, avoiding destructive habits, cardiovascular health, and maintaining a healthy back.

•**HS 100 INTRODUCTION TO HUMAN SERVICES**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD035.

This overview of the current role of human services includes history, service delivery systems, clientele served, and worker characteristics. Students become acquainted with a variety of human service programs.

•**HS 101 ALCOHOL AND DRUG/USE, MISUSE AND ADDICTION**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD035.

This course is a factual presentation of the physiological, psychological, and social processes of drug use, misuse, and addiction. Assessment and treatment methods are discussed.

•**HS 154 COMMUNITY RESOURCES**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD035.

A practical course designed to promote familiarization with local social service agencies/organizations. An understanding of the history, philosophy, social policy-making, scope of services, and service delivery systems of human services in general is promoted. Students will observe community development meetings, update a community resource directory, and complete group projects.

▼**HS 155 INTERVIEWING**

Credits 3 Lecture 2/Lab 2

Recommended preparation: WR060 and RD035.

A beginning interviewing course that presents theoretical and practical exposure to several types of effective interviewing. Videotaped role-playing is used to practice skills and techniques. Agency guidelines, supporting documentation, and critiquing are presented.

▼**HS 170 INTRODUCTION TO PRACTICUM**

Credits 1 Lecture 1

Recommended preparation: WR060 and RD035.

This course is designed to familiarize students with the range of practicum sites and prepare them for beginning a practicum with on-site expectations and development of specific objectives. Students participate in several tours.

HS 198 SPECIAL STUDIES

Credits 1 - 3 Lecture 1 - 3

Recommended preparation: WR060 and RD035.

This course is designed to provide interested and capable students with the opportunity to study special topics in human services.

▼**HS 265 CASEWORK INTERVIEWING**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD035.

An advanced interviewing course focusing on motivational strategies, behavior changes, planning, documentation, and coordination of services.

▼**HS 266 CASE MANAGEMENT**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD035.

The focus of this course is case management, which includes intake, assessment, planning, documentation, and evaluation, as well as coordination and collaboration as a team member.

▼**HS 267 COUNSELING AND SYSTEMS STRATEGIES**

Credits 3 Lecture 2/Lecture/Lab 2

Recommended preparation: WR060 and RD035.

Counseling theories provide a method for understanding human behavior and a basis for assisting others in changing their behavior to foster growth. This course will provide an overview of major theoretical orientations and applications. Applications will have addictions counseling as a focus. Practical application will be addressed through role-play and case studies. Videotaping will be used to incorporate these techniques with students' existing skills.

•**HS 280 COOPERATIVE WORK EXPERIENCE**

Credits 1 - 8 CWE 4 - 32

Recommended preparation: WR060 and RD035.

Individually designed internships provide students with the opportunity to apply and learn skills and knowledge in actual human service programs. There is significant variety between sites and individual student objectives. Students will interact with clients and agency staff and become familiar with policies, procedures, service provision, case management, intervention, and documentation.

✓**HST 101 HISTORY OF WESTERN CIVILIZATION**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD035.

The three course sequence traces the evolution of Western society and thought from the Paleolithic Age to the present in the Near East, the Mediterranean, and Europe. This course covers the Paleolithic Age through the rise and fall of the Roman Empire.

✓**HST 102 HISTORY OF WESTERN CIVILIZATION**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD035.

This course traces the emergence of a medieval civilization in Europe and continues through the Napoleonic Era.

✓**HST 103 HISTORY OF WESTERN CIVILIZATION**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD035.

This course begins with the Industrial Revolution and concludes with an examination of the 20th Century.

✓**HST 104 WORLD CIVILIZATIONS**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD035.

The first in a series of three World Civilizations courses, this course begins with a study of Near Eastern, Greco-Roman, Indian, and Chinese civilizations, including their basic institutions and divergent tendencies.

✓**HST 105 WORLD CIVILIZATIONS**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD035.

The second in a series of three World Civilizations courses, this course focuses on the West's rise to world dominance between 700 and 1700 A.D. and its effect on other world civilizations.

✓**HST 106 WORLD CIVILIZATIONS**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD035.

The third in a series of three World Civilizations courses, the course focuses on the influence of modern Western traditions on the other great world civilizations since the 18th Century. The term concludes with an examination of 20th Century developments.

✓**HST 201 HISTORY OF THE UNITED STATES**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD035.

The three-course U.S. History sequence traces the growth and development of America from Colonial times to the present society. HST 201 begins with the native people of North America and continues through the Age of Jefferson ending ca.1820.

✓**HST 202 HISTORY OF THE UNITED STATES**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD035.

This course begins with expansion and slavery, covers the Civil War and Reconstruction, and concludes with the Rise of the Industrial State and the Progressive Era. The course will cover the period from ca.1814 to 1917.

✓**HST 203 HISTORY OF THE UNITED STATES**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD035.

This course begins with the Progressive Era and covers development through the 20th Century to the present.

✓**HST 205 WOMEN OF THE WEST**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD035.

This course examines women's work, stereotypes, social reform activities, family, and social relations from the 1940's to 1920. Explores class, ethnicity, race, and regional diversity using the American West as a framework.

✓**HST 258 HISTORY OF LATIN AMERICA**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD035.

Surveys the history of economic, political, and social developments in Mexico, Central America, and South America from the first peoples through the Colonial period to the eve of the Wars of Independence. *Offered periodically.*

✓**HST 259 HISTORY OF LATIN AMERICA**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD035.

Surveys economic, political, religious and social history in Mexico, Central America, and South America from the Wars of Independence through the present. *Offered periodically.*

•**HST 298 SPECIAL STUDIES**

Credits 1 - 3 Lecture 1 - 3

Recommended preparation: WR060 and RD035.

Specialized courses that may be offered occasionally, depending on demand and availability.

▼**HTM 100 INTRODUCTION TO THE HOSPITALITY INDUSTRY**

Credits 3 Lecture 3

Introduces the hospitality industry as a single, interrelated industry composed of food and beverage, travel and tourism, lodging, meeting and planning events, recreation and leisure, recreational entertainment, and eco- and heritage tourism.

▼**HTM 101 CUSTOMER SERVICE MANAGEMENT**

Credits 3 Lecture 3

This course is an in-depth study of the methods and techniques used by the hospitality and tourism industry to provide effective and efficient customer service. Includes combined discussions of management theory, systems, decision making, and leadership directly relevant to any profession with emphasis on the hospitality industry. Also covers the business facets of human resource management, finance, ethics, and total quality management within a business environment.

▼**HTM 102 HOTEL, RESTAURANT, AND TRAVEL LAW**

Credits 3 Lecture 3

A comprehensive course of study on the legal aspects of the hospitality and tourism industry. Develops critical thinking skills to teach students to communicate with their attorneys and recognize the ramifications of the policies and practices of their businesses; emphasizes the practical application of principles to everyday operations. Students will discuss recent legal situations and the reasoning behind the course taken. Other topics include disabilities legislation, sexual discrimination, civil rights issues, basic court procedures, contract law negligence, guest relationship obligations, alcohol liability, travel agent relationships, and licensing and regulations.

▼**HTM 103 MARKETING IN THE HOSPITALITY INDUSTRY**

Credits 3 Lecture 3

This course studies how marketing activities direct the flow of goods and services from product to consumer in the hospitality and tourism industry

▼**HTM 104 TRAVEL AND TOURISM INDUSTRY**

Credits 3 Lecture 3

This course explores the major concepts in tourism, what makes tourism possible, and how tourism can become an important factor in the economics of any nation, region, state, or local area. Discusses the fundamentals of the tourism system and the key costs and benefits of a tourism economy. Promotes understanding and knowledge of the diverse aspects of the travel and tourism industry and the factors that influence growth and development. Explores tourism development practices in Oregon.

▼**HTM 105 INTRODUCTION TO THE FOOD AND BEVERAGE INDUSTRY**

Credits 3 Lecture 3

This course covers the food-service industry, including its structure, organization, size, and economic impact; regulatory and peripheral industries; managerial problems and practices; and trade journals and resources. Reviews food-service segments. Discusses current industry operational topics.

▼**HTM 107 SANITATION AND SAFETY FOR MANAGERS**

Credits 3 Lecture 3

This course covers principles and practices of sanitation and safety for managers, including Hazard Analysis Critical Control Point (HACCP) system, potable water systems, waste treatment, lodging facilities, recreational facilities, swimming pool and spa regulations, and hazardous materials.

▼**HTM 109 FRONT DESK OPERATIONS**

Credits 3 Lecture 3

This course introduces the lodging industry, including its structure, size, and scope, and managerial problems and practices. Covers the structure and organization within an individual firm's front office procedures. This course will also explore career opportunities.

▼**HTM 112 BED AND BREAKFAST MANAGEMENT**

Credits 3 Lecture 3

This course is an overview of the bed and breakfast and inn-keeping industry. Course discusses the realities of purchasing, owning, and operating a successful inn. Topics will explore design, financing, operations, food service/sanitation, marketing, and governmental regulations.

▼**HTM 124 CATERING AND BANQUET OPERATIONS**

Credits 3 Lecture 3

This course will study on-premise catering facilities including operations, sales, and relationships with outside vendors and related departments and industries. Emphasizes logistical operations, and seeing and servicing various market segments.

▼**HTM 126 MEETINGS AND EVENT PLANNING**

Credits 3 Lecture 3

Focuses on the management and operations of the meeting, convention, and event market of the hospitality and tourism industry. Introduces the meetings industry and covers promotional activities, negotiations for meeting services, convention market salesmanship, customer service, and convention servicing. Incorporates facilities, technology, and media components.

▼HTM 127 TRAVEL SALES AND E-COMMERCE

Credits 3 Lecture 3

This course prepares travel and tourism students for a successful career in travel sales in the context of a broader sales environment. Applies concepts and techniques to sample sales dialogues, examples, and case studies. Assesses the impact of the Internet and e-commerce trends on the travel industry, how consumers currently use the Internet to make travel purchases, and the functionality of travel e-commerce sites. Focuses on how e-commerce travel sites integrate with global distribution systems and the changing value chain in the travel marketplace.

▼HTM 130 BEVERAGE MANAGEMENT

Credits 3 Lecture 3

This course focuses on cost control, inventory management, and pricing systems required for restaurant and food-service operations. It discusses shifts in customer demographics, beverage trends, and the importance of responsible alcohol beverage service. It reviews regional differences and production methods of beer and wine, upscale product features of distillates, beverage mixology, marketing, and profit management.

▼HTM 132 MENU ENGINEERING

Credits 3 Lecture 3

This course covers principles of planning a menu, from concept development and design mechanics to menu pricing and marketing issues. Addresses current food-service industry needs, including operations, sanitation, and nutrition concerns; design mechanics; and increasing sales through the menu.

IMT 031 BASIC GAS AND ARC WELDING

Credits 3 Lab 9

An introduction to welding practices including oxyacetylene welding and cutting, arc-welding, welding rod identification and application, properties of metals, joint preparation, and weld faults and identification.

IMT 032 ADVANCED ARC WELDING

Credits 3 Lab 9

Prerequisite: IMT031

An advanced course for students who know welding safety, basic practices, and terminology. Student will learn higher-level practices and improve their skills learned in the basic class.

IMT 033 WELDING PRACTICES FOR CERTIFICATION

Credits 3 Lab 9

Prerequisite: IMT032

Designed for students who have advanced arc-welding skills to prepare for structural certification. Weld coupons will be tested and documented when they have passed the required weld strength and quality.

IMT 035 PIPE WELDING FOR CERTIFICATION

Credits 3 Lab 9

Prerequisite: IMT032

Designed for students who have advanced arc-welding skills to introduce pipe-welding techniques to prepare for pipe-welding certification. Weld coupons will be tested and documented when they have passed the required weld strength and quality.

IMT 040 TIG WELDING

Credits 3 Lab 9

Prerequisite: IMT031

Designed for students who have basic welding skills to introduce Tungsten Arc Welding techniques including the setup of equipment for the welding process.

IMT 042 STAINLESS STEEL AND ALUMINUM WELDING

Credits 3 Lab 9

Prerequisite: IMT032

Designed for students who have advanced welding skills to introduce specific welding techniques that are used to weld and cut specialty metals.

IMT 050 INTERNSHIP

Credits 3 Lab 9

Paid, full-time summer internship in a local industry for students enrolled in or planning to enroll in the Industrial Maintenance Technology program. The internship will include various entry-level maintenance work assignments at one of several local plants. Limited enrollment will be accepted. Requirements may include minimum age and physical strength. Preference will be given participants who make a commitment to enter and complete the Industrial Maintenance Technology program and who meet employer qualifications.

IMT 062 DRAWINGS AND SCHEMATICS

Credits 3 Lecture 2/Lab 2

Corequisite: IMT 090

Practical instruction to effectively read and understand schematic drawings encountered in everyday maintenance applications.

IMT 064 FPI WELDING APPLICATIONS

Credits 3 Lecture 1/Lab 4

Prerequisite: AGM 221

Corequisite: IMT 090

Covers proper welding techniques for using MIG equipment, including wire selection, gas selection, and proper voltage and amperage settings: primarily deals with stainless steels and light-gauge sheet metal.

IMT 066 BASIC MACHINE SHOP

Credits 3 Lecture 2/Lab 2

The operation of standard fabricating equipment and manual tools to cut, drill, turn, thread, mill, and grind metal pieces accurately to specified dimensions.

IMT 070 INDUSTRIAL SAFETY

Credits 3 Lecture 3

Corequisite: IMT 090

Introduction to basic industrial safety, incorporating OSHA rules and regulations, personal protective equipment, chemical safety, tool safety, material handling safety, machine safety, electrical safety, fire protection, health protection, and safe working practices in industry.

IMT 077 ELECTRICAL SAFETY FOR IRRIGATION

Credits 3 Lab 9

Fundamentals of electrical safety for center-pivot irrigation systems. Overview of electrical fundamental and safety practices for system operators.

IMT 082 MECHANICAL SYSTEMS

Credits 3 Lecture 3

Corequisite: IMT 090

Basic principles and characteristics of lubrication, storage, and handling; types of oils and greases and their application; and maintenance, installation, and application of journal bearings, antifriction bearings, bearing seals, mechanical drives, couplings, clutches, gears, motors, and brakes.

IMT 085 FLUID POWER FUNDAMENTALS

Credits 3 Lecture 2/Lab 3

Prerequisite: MTH 025

Corequisite: IMT 090

An introduction to industrial hydraulics, pneumatics, and vacuum working systems that generate, use, and control fluid power to drive mechanisms.

IMT 086 FLUID POWER APPLICATIONS

Credits 3 Lecture 2/Lab 3

Prerequisite: IMT 085

Corequisite: IMT 090

Installation, operation, and servicing of hydraulic and pneumatic systems; the selection of proper equipment; and troubleshooting existing configurations.

IMT 088 STEAM PLANT OPERATION

Credits 3 Lecture 2/Lab 3

Operating and troubleshooting boilers, boiler systems, and working with equipment in use at local plants. Covers safety, selection of proper equipment and solving problems in existing systems,

IMT 090 INTEGRATED WORK EXPERIENCE

Credits 1 - 8 Activity 3 - 24

Corequisite: any course requiring IMT 090 as a corequisite

Work activities coordinated with individual IMT courses to facilitate and enhance the learning process for technical subject material. Assignments are given in each linked IMT course to correlate theoretical and application instruction in that course with work-site equipment and processes. IWE is graded on a participation basis.

IMT 091 NUMERICAL PROCESS CONTROL

Credits 3 Lecture 3

Prerequisite: MTH 020

Corequisite: IMT 090

A comprehensive course on the applications of statistical process control. Emphasis is placed on the technician's role in assisting operators and management to solve process-related problems with the use of control charts. Participants will develop an

understanding of the concepts of variation and probability, methods of measuring variation, the tools used to limit variation, and how problem-solving teams operate.

IMT 092 PROPERTIES OF MATERIALS

Credits 3 Lecture 2/Lab 2

Corequisite: IMT 090

Identification and selection of materials for industry applications. Covers physical properties, chemical properties, wears and impact resistance, as well as heat treatment, casting, joining processes, and alloy classifications.

IMT 093 BASIC INDUSTRIAL REFRIGERATION

Credits 3 Lecture 3

Corequisite: IMT 090

Introductory course covers operation, maintenance, troubleshooting, and installation of industrial refrigeration systems. Current information on Environmental Protection Agency (EPA) rules, identification of new types of refrigerants, and use of various types of troubleshooting charts.

IMT 094 ADVANCED INDUSTRIAL REFRIGERATION

Credits 3 Lecture 2/Lab2

Prerequisite: IMT 093

Corequisite: IMT 090

Designed to develop skills for operation,

maintenance, troubleshooting, and installation of industrial refrigeration systems. Covers current information on the EPA rules governing recovery, recycling, and reusing of refrigerants.

IMT 095 MAINTENANCE MANAGEMENT

Credits 3 Lecture 3

Corequisite: IMT 090

An overview of maintenance management, covering preventive and maintenance management programs, monitoring equipment, predictive maintenance, computer programs for inventory management, ordering parts and record keeping.

IMT 096 PROGRAMMABLE LOGIC CONTROLLERS

Credits 3 Lecture 3

Prerequisite: EET 092

Corequisite: IMT 090

An overview of programmable controller concepts, including programmable logic controller (PLC) hardware components, number systems and codes, fundamentals of logic, basics of PLC programming. Includes programming timers, counters, and sequencers and PLC installation and troubleshooting.

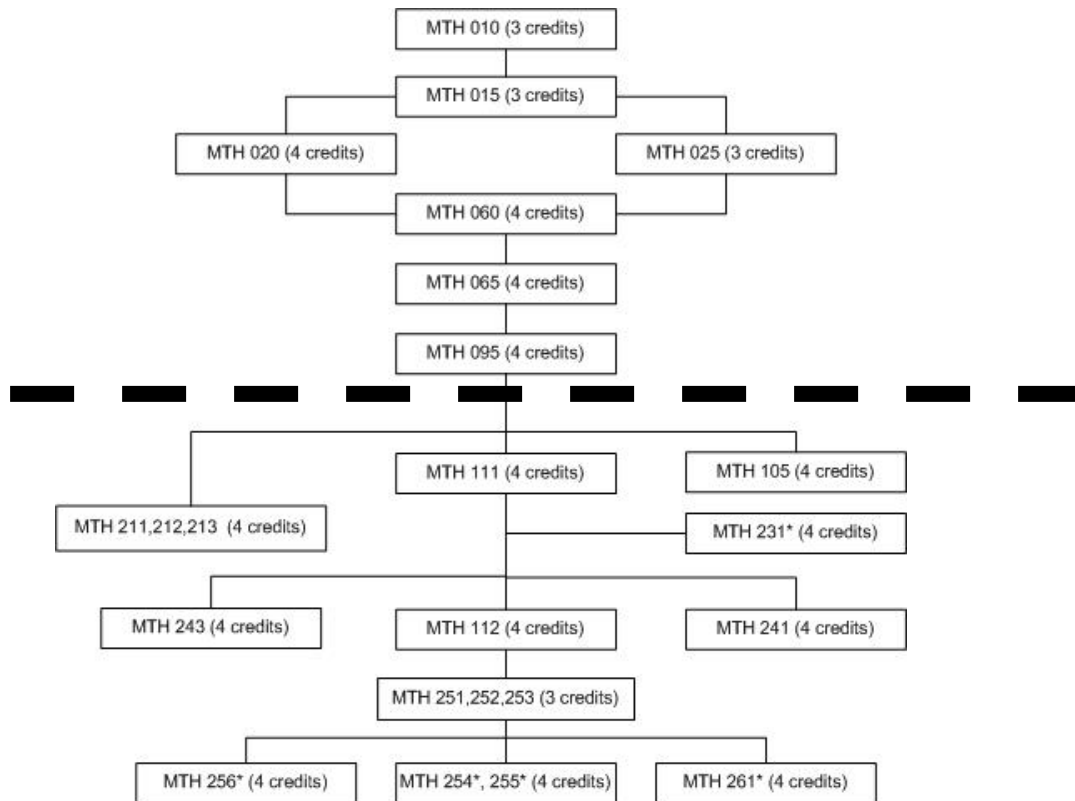


Math Course Progression

Here's How It Works

Initial placement into a math course is based on your mandatory placement test score or your course work from a prior college or University. Successful completion of a course (grade of C or better) indicates you are ready to take the next course in the progression.

For example, suppose your program requires MTH 111 and your placement score starts you in MTH 065. This means you need a three-term sequence to complete your math requirement: MTH 065, MTH 095, and MTH 111.



MTH 010 MATHEMATICS IMPROVEMENT

Credits 1 - 3 Tutorial Lab Setting 1 - 3

In this course, students will learn or review basic arithmetic processes identified by the placement test as areas needing improvement. Subject matter may include addition, subtraction, multiplication, division, and an introduction to fractions. This course is offered in a tutorial lab setting.

MTH 015 MATHEMATICS IMPROVEMENT

Credits 3 Lecture 3 -or- Credits 1 - 3 Tutorial Lab Setting 1 - 3

Prerequisite: MTH010 or placement test

Students placed in this course by test scores will review whole number processes and study fractions, decimals, percents, measurements and story problems. This course is offered in traditional classroom setting, as a tutorial lab, and/or as a distance education course.

MTH 020 BASIC MATHEMATICS

Credits 4 Lecture 4

Prerequisite: MTH010, 015 or placement test.

The student will gain familiarity with and demonstrate his/her knowledge of the basic concepts of numbers, systems of numeration, operations with whole numbers (addition, subtraction, multiplication, and division) introduction to geometry with circles, triangles, quadrilaterals, and other shapes; perimeter, area, volume and surface area, and Pythagorean theorem; rational numbers written as fractions and decimals, ratio and proportions, percent, and measurement and conversions of denominate numbers. The course is designed for the student who needs a thorough review of basic arithmetical and geometrical processes.

MTH 025 PRE-ALGEBRA

Credits 4 Lecture 4 -or- Credits 1 - 4 Tutorial Lab Setting 1 - 4

Prerequisite: MTH 015 or MTH 020 or placement

This course is designed for students who are almost ready for elementary algebra. Those who place into this course will study all processes of fractions, decimals, ratio/proportion/percent, measurement, integers, and algebraic expressions and equations. This course is offered in traditional classroom setting, as a tutorial lab, and/or as a distance education course.

MTH 060 ELEMENTARY ALGEBRA

Credits 4 Lecture 4

Prerequisite: MTH 20 or MTH 025 with a grade C or above or placement

The student will demonstrate knowledge of basic algebra notation; linear equations and inequalities; graphing; and linear systems, exponents and polynomials.

MTH 065 ELEMENTARY ALGEBRA*Credits 4 Lecture 4**Prerequisite: MTH 060 or MTH 070A with a grade of C or better or placement*

This course is an intensive review of topics in elementary algebra designed to provide the student with the prerequisite knowledge necessary for success in MTH 095. This course is for the student who has had some experience with algebra. In this course the student will learn to solve a variety of problems including linear equations and inequalities, and quadratic equations. Methods will include the use of data tables, graphs, and symbolic representation. Students also will be expected to give verbal justification for mathematical models and solution methods.

MTH 095 INTERMEDIATE ALGEBRA*Credits 4 Lecture 4**Prerequisite: MTH 065 or MTH 070B with a grade of C or better or placement, or equivalent*

The student will study and demonstrate knowledge of prerequisite skills needed for MTH 105 and MTH 111. These skills include solving algebraic equalities and inequalities, logarithmic equations, and systems of linear and nonlinear equations. Also included are graphing algebraic functions, logarithmic functions, and conic sections. Emphasis is placed on algebraic problem solving skills and a graphing calculator will be used as a tool to further algebraic knowledge.

•MTH 103 PROBLEM SOLVING WITH TECHNOLOGY*Credits 1 Lab 1**Corequisite: MTH 095 or instructor's approval*

A mathematics problem-solving course that applies prerequisite algebra skills. Students practice critical thinking skills in a variety of algebraic areas. The main focus of this course is exploration of algebra through the use of technology, i.e., graphics calculators and/or computer software. *Offered periodically.*

✓MTH 105 INTRODUCTION TO CONTEMPORARY MATHEMATICS*Credits 4 Lecture 4**Prerequisite: MTH 095 with a grade of C or better or placement.*

This is a mathematics problem-solving course that applies prerequisite algebra skills. Students practice critical thinking skills in a variety of application areas chosen from the physical and social sciences, modeling, consumer math, statistics, geometry, number theory, logic, probability, and recreational math. The course stresses clear communication, problem-solving strategies, group problem solving experiences, and appropriate use of graphics calculator and computer software as problem-solving tools.

✓MTH 111 COLLEGE ALGEBRA*Credits 4 Lecture 4**Prerequisite: MTH 095 with a grade of C or better or placement*

Students will demonstrate knowledge of functions in general, polynomial, rational, exponential, and logarithmic functions in particular. Students also will also demonstrate knowledge of linear systems, sequences and series, mathematical induction, and binomial expansion. Emphasis is placed on algebraic problem solving skills and a graphing calculator will be used as a tool to further algebraic knowledge.

✓MTH 112 ELEMENTARY FUNCTIONS*Credits 4 Lecture 4**Prerequisite: MTH 111 with a grade of C or better or placement.*

The students will study and demonstrate knowledge of trigonometric functions, applications of trigonometry, trigonometric identities and equations, complex trigonometric numbers, linear programming, partial fractions, probability and data analysis, conic sections, parametric equations, polar coordinates, and vectors.

•MTH 198 SPECIAL STUDIES*Credits 1 - 3 Lecture 1 - 3**Prerequisite: instructor's approval*

This course is designed to offer special topics in mathematics to interested and capable students.

✓MTH 211 FOUNDATIONS OF ELEMENTARY MATHEMATICS*Credits 4 Lecture 4**Prerequisite: MTH 095 with a grade of C or better or placement.*

The student will study and demonstrate knowledge of problem solving, sets, relations, whole numbers, numeration systems, and number theory.

✓MTH 212 FOUNDATIONS OF ELEMENTARY MATHEMATICS*Credits 4 Lecture 4**Prerequisite: MTH 211 with a grade of C or better.*

The student will study and demonstrate knowledge of integers, rational numbers, real numbers, and mathematical systems.

✓MTH 213 FOUNDATIONS OF ELEMENTARY MATHEMATICS*Credits 4 Lecture 4**Prerequisite: MTH 212 with a grade of C or better.*

The student will study and demonstrate knowledge of topics of geometry, probability and statistics, and other topics in elementary mathematics.

✓MTH 231 DISCRETE MATHEMATICS*Credits 4 Lecture 4**Prerequisite: MTH 111 with a grade of C or above or placement.*

The student will study and demonstrate knowledge of topics chosen from logic, set theory, functions, algorithms, number theory, matrices, proof techniques, recursion, counting techniques, relations, and graphing theory. *Offered periodically.*

✓MTH 241 CALCULUS FOR MANAGEMENT/SOCIAL SCIENCE*Credits 4 Lecture 4**Prerequisite: MTH 111 with a grade of C or better or placement.*

The students will study and demonstrate knowledge of the basic concepts of differential and integral calculus with emphasis on the basic techniques, and applications. The approach will be from an intuitive point of view.

✓MTH 243 INTRODUCTION TO PROBABILITY AND STATISTICS*Credits 4 Lecture 4**Prerequisite: MTH 111 with a grade of C or better or placement.*

The students will demonstrate knowledge of graphical and numerical descriptive statistics, probability theory, probability distributions, statistical inference and regression. The emphasis will be on statistical inference making and interpretation of results of statistical tests. A graphing calculator will be used as an aid to data description and statistical inference.

✓MTH 251 CALCULUS*Credits 4 Lecture 4**Prerequisite: MTH 112 with a grade of C or better or placement.*

The student will study and demonstrate knowledge of limits, continuity, the derivative and applications, including trigonometry.

✓MTH 252 CALCULUS*Credits 4 Lecture 4**Prerequisite: MTH 251 with a grade of C or better.*

The student will study and demonstrate knowledge and application of the definite integral, differentiation and integration of logarithmic, exponential, trigonometric, and inverse functions and applications.

✓MTH 253 CALCULUS*Credits 4 Lecture 4**Prerequisite: MTH 252 with a grade of C or better.*

The student will study and demonstrate knowledge of indeterminate forms, improper integrals, infinite sequences and series, analytic geometry, polar coordinates and an introduction to vectors.

✓**MTH 254 VECTOR CALCULUS**

Credits 4 Lecture 4

Prerequisite: MTH 253

The student will study and demonstrate knowledge of vector-valued functions, functions of several variables, partial differentiation and related applications, and multiple integration with related applications. *Offered periodically.*

✓**MTH 255 VECTOR CALCULUS**

Credits 4 Lecture 4

Prerequisite: MTH 254

The student will study and demonstrate knowledge of double and triple integration, polar and cylindrical and spherical coordinates, applications to area and volume and mass and center of mass, vector fields, line integrals, Green's theorem, surface area and integrals, Stoke's theorem and application problems. *Offered periodically.*

✓**MTH 256 DIFFERENTIAL EQUATIONS**

Credits 4 Lecture 4

Prerequisite: MTH 253 with a grade of C or better or placement.

This course covers the methods of solving ordinary differential equations and includes three types of solutions: elementary methods, convergent power series, and numerical methods, with applications to physical and engineering science. *Offered periodically.*

✓**MTH 261 LINEAR ALGEBRA**

Credits 4 Lecture 4

Prerequisite: MTH 252 with a grade of C or better or placement.

Students will study and demonstrate knowledge of matrix solutions to systems of linear equations, determinants, vector spaces, GramSchmidt orthogonalizations, linear transformations and eigen values and eigen vectors. *Offered periodically.*

•**MTH 280 COOPERATIVE WORK EXPERIENCE**

Credits 1 - 8 CWE 4 - 32 per week

Prerequisite: instructor's approval

Provides a supervised work experience in mathematics supplementing the school experience that is not possible in a normal academic classroom environment.

•**MTH 298 SPECIAL STUDIES**

Credits 1 - 3 Lecture 1 - 3

Prerequisite: instructor's approval

This course is designed to offer special topics in mathematics to interested and capable students.

NOTE: Students transferring to baccalaureate programs in music are encouraged to contact the receiving institution about individual music course requirements and limitations. Contact a BMCC music faculty member with questions.

•**MUP 105 JAZZ ENSEMBLE**

Credits 2 Lecture/Lab 5

Provides an opportunity for students to rehearse and perform current jazz and jazz standard literature. *Course is repeatable up to 3 times (6 credits total).*

•**MUP 115 GENERAL ENSEMBLE**

Credits 2 Lecture/Lab 4

Prerequisite: instructor's approval

Provides an opportunity for students to rehearse and perform in a select small ensemble. *Course is repeatable up to 3 times (6 credits total).*

•**MUP 122 CONCERT CHOIR**

Credits 2 Lecture 1/Lecture/Lab 2

Prerequisite: audition and/or instructor's approval

To provide the skilled vocalist an opportunity to participate in a select group. *Course is repeatable up to 3 times (6 credits total).*

•**MUP 125 VOCAL JAZZ ENSEMBLE**

Credits 2 Lecture/Lab 2/Lab 3

Prerequisite: instructor's approval

An opportunity for advanced vocalists to perform literature of the popular and/or vocal jazz styles. *Course is repeatable up to 3 times (6 credits total).*

•**MUP 141 SYMPHONY ORCHESTRA**

Credits 1 Lab 3

Prerequisite: instructor's approval

This course provides an opportunity to participate in the Oregon East Symphony, offering performances of a wide variety of orchestral styles. *Course is repeatable up to 3 times (3 credits total).*

•**MUP 168 APPLIED WOODWINDS**

Credits 1 Lecture 1

Individual private instruction is given in technical and stylistic aspects of artistic solo performance. Students enroll for a one-half hour lesson each week in their major instrument each term during their undergraduate years. *Extra fee, except for members of performing groups.*

•**MUP 169 APPLIED BRASS**

Credits 1 Lecture 1

Prerequisite: instructor's approval

Individual private instruction is given in technical and stylistic aspects of artistic solo performance. Students enroll for a one-half hour lesson each week in their major instrument each term during their undergraduate years. *Extra fee, except for members of performing groups.*

•**MUP 170 APPLIED STRINGS**

Credits 1 Lecture 1

Individual private instruction is given in technical and stylistic aspects of artistic solo performance. Students enroll for a one-half hour lesson each week in their major instrument each term during their undergraduate years. *Extra fee, except for members of performing groups.*

•**MUP 171 APPLIED PIANO**

Credits 1 Lecture 1

Individual private instruction is given in technical and stylistic aspects of artistic solo performance. Students enroll for a one-half hour lesson each week in their major instrument each term during their undergraduate years. *Extra fee, except for members of performing groups.*

•**MUP 173 APPLIED ORGAN**

Credits 1 Lecture 1

Individual private instruction is given in technical and stylistic aspects of artistic solo performance. Students enroll for a one-half hour lesson each week in their major instrument each term during their undergraduate years. *Extra fee, except for members of performing groups.*

•**MUP 174 APPLIED VOICE**

Credits 1 Lecture 1

Individual private instruction is given in technical and stylistic aspects of artistic solo performance. Students enroll for a one-half hour lesson each week in their major instrument each term during their undergraduate years. *Extra fee, except for members of performing groups.*

•**MUP 191 APPLIED PERCUSSION**

Credits 1 Lecture 1

Individual private instruction is given in technical and stylistic aspects of artistic solo performance. Students enroll for a one-half hour lesson each week in their major instrument each term during their undergraduate years. *Extra fee, except for members of performing groups.*

•**MUP 192 APPLIED SYNTHESIZERS**

Credits 1 Lecture 1

Individual private instruction is given in technical and stylistic aspects of artistic solo performance. Students enroll for a one-half hour lesson each week in their major instrument each term during their undergraduate years. *Extra fee, except for members of performing groups.*

•MUP 205 JAZZ ENSEMBLE

Credits 2 Lecture/Lab 5

Provides an opportunity for students to rehearse and perform current jazz and jazz standard literature. *Course is repeatable up to 3 times (6 credits total).*

•MUP 215 GENERAL ENSEMBLE

Credits 2 Lecture/Lab 4

Prerequisite: instructor's approval

Provides an opportunity for students to rehearse and perform in a select small ensemble. *Course is repeatable up to 3 times (6 credits total).*

•MUP 222 CONCERT CHOIR

Credits 2 Lecture 1/Lecture/Lab 2

To provide the skilled vocalist an opportunity to participate in a select group. *Course is repeatable up to 3 times (6 credits total).*

•MUP 225 VOCAL JAZZ ENSEMBLE

Credits 2 Lecture/Lab 2/Lab 3

Prerequisites: MUP125 and instructor's approval.

An opportunity for advanced vocalists to perform literature of the popular and/or vocal jazz styles. *Course is repeatable up to 3 times (6 credits total).*

•MUP 241 SYMPHONY ORCHESTRA

Credits 1 Lab 3

Prerequisite: three quarters of MUP 141

This course provides an opportunity to participate in the Oregon East Symphony, offering performance of a wide variety of orchestral styles. *Course is repeatable up to 3 times (3 credits total).*

•MUP 268 APPLIED WOODWINDS

Credits 1 Lecture 1

Prerequisite: MUP168.

Individual private instruction is given in technical and stylistic aspects of artistic solo performance. Students enroll for a one-half hour lesson each week in their major instrument each term during their undergraduate years. *Extra fee, except for members of performing groups.*

•MUP 269 APPLIED BRASS

Credits 1 Lecture 1

Individual private instruction is given in technical and stylistic aspects of artistic solo performance. Students enroll for a one-half hour lesson each week in their major instrument each term during their undergraduate years. *Extra fee, except for members of performing groups.*

•MUP 270 APPLIED STRINGS

Credits 1 Lecture 1

Individual private instruction is given in technical and stylistic aspects of artistic solo performance. Students enroll for a one-half hour lesson each week in their major instrument each term during their undergraduate years. *Extra fee, except for members of performing groups.*

•MUP 271 APPLIED PIANO

Credits 1 Lecture 1

Prerequisite: MUP171.

Individual private instruction is given in technical and stylistic aspects of artistic solo performance. Students enroll for a one-half hour lesson each week in their major instrument each term during their undergraduate years. *Extra fee, except for members of performing groups.*

•MUP 273 APPLIED ORGAN

Credits 1 Lecture 1

Individual private instruction is given in technical and stylistic aspects of artistic solo performance. Students enroll for a one-half hour lesson each week in their major instrument each term during their undergraduate years. *Extra fee, except for members of performing groups.*

•MUP 274 APPLIED VOICE

Credits 1 Lecture 1

Individual private instruction is given in technical and stylistic aspects of artistic solo performance. Students enroll for a one-half hour lesson each week in their major instrument each term during their undergraduate years. *Extra fee, except for members of performing groups.*

•MUP 291 APPLIED PERCUSSION

Credits 1 Lecture 1

Individual private instruction is given in technical and stylistic aspects of artistic solo performance. Students enroll for a one-half hour lesson each week in their major instrument each term during their undergraduate years. *Extra fee, except for members of performing groups.*

•MUP 292 APPLIED SYNTHESIZERS

Credits 1 Lecture 1

Individual private instruction is given in technical and stylistic aspects of artistic solo performance. Students enroll for a one-half hour lesson each week in their major instrument each term during their undergraduate years. *Extra fee, except for members of performing groups.*

•MUS 101 FUNDAMENTALS OF MUSIC

Credits 2 Lecture 2

Elementary study of terms and notation symbols designed to develop elementary competence in performing from notation and in notating musical ideas.

MUS 105 MUSIC APPRECIATION

Credits 3 Lecture 3

A general survey of music in the Western European Art Music tradition. Music will be discussed with regard to historical events, trends, introduction and development of forms, and major composers of each era.

•MUS 107 STUDIO RECORDING TECHNIQUES

Credits 2 Lecture 2/Lab 1

A hands-on course for training in the use of recording and sound reinforcement equipment. This includes the use and care of microphones, effect units, multitrack recorders, and soundboards.

•MUS 108 STUDIO RECORDING TECHNIQUES

Credits 2 Lecture 2/Lab 1

A continuation of MUS 107.

•MUS 109 STUDIO RECORDING TECHNIQUES

Credits 2 Lecture 2/Lab 1

Prerequisite: MUS 107 and MUS 108

A continuation of MUS 108.

✓MUS 111 MUSIC THEORY

Credits 4 Lecture 4

Corequisite MUS 114

Thorough groundwork in the fundamentals of music, melody, harmony, rhythm, and ear training.

✓MUS 112 MUSIC THEORY

Credits 4 Lecture 4

Prerequisite: MUS 111

Corequisite: MUS 115

A continuation of MUS 111.

✓MUS 113 MUSIC THEORY

Credits 4 Lecture 4

Prerequisite: MUS 112

Corequisite: MUS 116

A continuation of MUS 112.

MUS 114 EAR TRAINING AND SIGHT SINGING

Credits 1 Lecture 1

Corequisite: MUS 111

This course offers practice in singing, dictating, and reading music without accompaniment. It stresses music terminology, rhythms and intervals.

MUS 115 EAR TRAINING AND SIGHT SINGING

Credits 1 Lecture 1

Prerequisite: MUS 114

Corequisite: MUS 112

A continuation of MUS 114.

MUS 116 EAR TRAINING AND SIGHT SINGING

Credits 1 Lecture 1

Prerequisite: MUS 115

Corequisite: MUS 113

A continuation of MUS 115.

•MUS 131 CLASS PIANO

Credits 2 Lecture 2

Classroom instruction to fit the needs of beginners.

•MUS 132 CLASS PIANO

Credits 2 Lecture 2

Prerequisite: MUS 131

A continuation of MUS 131.

•**MUS 133 CLASS PIANO**

Credits 2 Lecture 2

Prerequisite: MUS 132

A continuation of MUS 132.

•**MUS 135 CLASS VOICE**

Credits 2 Lecture 2

For beginners in vocal music. Deals primarily with development of breath control, tone production, articulation, and enunciation in a group situation. Classroom performance of song and the study of song literature.

•**MUS 137 CLASS GUITAR**

Credits 2 Lecture 2

This course is an introduction to playing the acoustic steel-string guitar. This is a beginning course, geared towards students who know nothing about playing the guitar. Some of the topics to be discussed include chord shapes, elements of theory, strumming styles, development of technique, basic bass runs, basic flat picking, and finger picking.

•**MUS 198 SPECIAL STUDIES**

Credits 1 - 3 Lecture 1 - 3

Three terms of different study in music may be repeated for credit.

✓**MUS 201 INTRODUCTION TO MUSIC AND ITS LITERATURE**

Credits 3 Lecture 3

Enjoyment and understanding of music through listening and study of its elements, forms, and historical styles from its origins through 1750.

✓**MUS 202 INTRODUCTION TO MUSIC AND ITS LITERATURE**

Credits 3 Lecture 3

Enjoyment and understanding of music through listening and study of its elements, forms, and historical styles. Music and composers from 1750 to 1850.

✓**MUS 203 INTRODUCTION TO MUSIC AND ITS LITERATURE**

Credits 3 Lecture 3

Enjoyment and understanding of music through listening and study of its elements, forms, and historical styles. Music and composers from 1850 to the present.

✓**MUS 205 INTRODUCTION TO JAZZ HISTORY**

Credits 3 Lecture 3

This course will chronologically survey prominent jazz styles and musicians of the 20th Century. Listening will be a large part of the coursework.

✓**MUS 206 HISTORY OF ROCK MUSIC**

Credits 3 Lecture 3

A general survey of the history of rock and roll music. Beginning with its roots in African-American folk blues, this course will follow sociopolitical events that shaped the development of this popular genre. Also to be discussed will be typical instrumental groups, the history of electronic amplification of string and keyboard instruments, development of form and lyric content as and marketing trends that shape content and intention of rock.

✓**MUS 207 HISTORY OF FOLK MUSIC**

Credits 3 Lecture 3

A survey of Anglo-American folk music and its subsequent styles from the first collected folk songs of Cecil Sharp (around 1900) to the present. Beginning with the Appalachian instrumental and vocal traditions, later folk-based styles will be discussed including country music, folk protest, bluegrass, folk rock, and progressive folk. Also to be discussed will be characteristics of the Anglo-American style with musical retentions from British Isles.

✓**MUS 211 MUSIC THEORY**

Credits 3 Lecture 3

Prerequisites: MUS111, MUS112, and MUS 113 with a grade of C or better. Continues studies on the elements of music with emphasis on analysis of various musical styles and trends.

✓**MUS 212 MUSIC THEORY**

Credits 3 Lecture 3

Prerequisites: MUS 111, MUS112, MUS113 and MUS 211
A continuation of MUS 211.

✓**MUS 213 MUSIC THEORY**

Credits 3 Lecture 3

Prerequisites: MUS111, MUS112, MUS113, MUS211 and MUS 212
A continuation of MUS 212.

•**MUS 298 SPECIAL STUDIES**

Credits 1 - 3 Lecture 1 - 3

Selected topics in music including pedagogy, conducting, and performance practice.

▼**NUR 101 FUNDAMENTALS OF NURSING**

Credits 9 Lecture 5/Lab 3/Clinical 9

Prerequisite: admission to nursing program

Corequisite NUR 254 and MTH 095

This course presents concepts of nursing and how they relate to human beings in modern society. Explored are the rules and responsibilities of nurses, legal aspects, the health team members, and the goal of the health care delivery system. The student is introduced to the concepts of the health-illness continuum as it relates to human beings throughout the life cycle, the basic needs of human beings, the nursing process, and fundamental skills in patient care. Opportunities are provided for skills practice in simulated laboratory and clinical settings. The student is also introduced to beginning psychiatric concepts of stress and adaptation, crisis, theory, therapeutic communication and the sick role.

▼**NUR 102 MEDICAL-SURGICAL NURSING**

Credits 9 Lecture 5/Clinical 12

Prerequisite: NUR 101, NUR 254 and MTH 095

Content includes concepts and skills of holistic medical-surgical nursing throughout the life span, including pediatric, adult, and geriatric nursing. With faculty guidance, the student will apply and utilize concepts learned in NUR 101 to develop skills needed for effective nursing practice with children, adults, and the aged. Special emphasis is placed on the care of the patient experiencing diagnostic procedures and tests, surgical interventions, and disturbances in fluid and electrolyte balance. In addition, the care of the patient in shock, experiencing hemorrhage, blood transfusions, and transplants are also discussed. The care of the patient and the family will be an integral part of the curriculum for each age group. This course continues to develop and reinforce medication calculations and administration as it applies to the health care setting.

▼NUR 103 MEDICAL-SURGICAL NURSING

Credits 13 Lecture 9/Clinical 12

Prerequisites: NUR 102, PHC 211 and NUR 151

Classroom instruction presents concepts, disease processes by system, adaptation to illness, and development of skills in medical-surgical nursing of children, adults and the aged. Basic concepts, the opportunity to develop skills related to critical care nursing, mental health nursing, and medication management are included with emphasis on the role of the practical nurse in these clinical situations where both direct and supervised practice is provided. Normal aspects of maternal and infant nursing are introduced. Legal aspects, including current trends in practical nursing and role differentiation, are discussed. Mastery of practical nursing skills is an integral part of the clinical experience. The student will further develop and apply concepts learned in NUR 102. Supervised experiences are provided in applying principles of nursing and related disciplines to meet the basic needs of these groups in various clinical settings. This course integrates the application of medication calculation and administration.

▼NUR 151 NURSING SKILLS LABORATORY

Credits 1 Lab 3

Prerequisites: NUR 101, and NUR 254

This course applies the nursing process and practical nursing skills in intravenous therapy, internal feeding, peritoneal dialysis, nasotracheal intubation, incident reports, transcribing orders, tracheostomy management, and suctioning techniques. Students are provided opportunities for skills practice and return demonstration with mastery of skills in a simulated laboratory.

▼NUR 161 NURSING SKILLS LABORATORY

Credits 1 Lab 3

Prerequisite: NUR 103

This course applies the nursing process and advanced skills in registered nurse intravenous therapy, central venous catheters, vascular access devices, blood transfusions, total parental nutrition, task delegation and assignment, and critical thinking application. Students are provided opportunities for skills practices and return demonstration in a simulated laboratory.

▼NUR 171 NURSING SKILLS LABORATORY

Credits 1 Lab 3

Prerequisites: NUR 161, NUR 202 and NUR 203

Application of advanced nursing skills in respiratory/mock code, application of critical thinking, and ethical/legal responsibilities in job skills competencies and prioritization/analysis of registered nurse level care of patients. Students are provided opportunities for skills practice and return demonstration with mastery of skills in a simulated laboratory.

▼NUR 201 ADVANCED MEDICAL-SURGICAL NURSING

Credits 11 Lecture 6/Clinical 15

Prerequisite: NUR 171, NUR 202, NUR 203 or department approval

The holistic study of acute and chronic disorders as related to adult and pediatric nursing practice. Advanced medical-surgical nursing concepts and skills are applied to the care of adults and children in ambulatory care settings. Clinical practice focuses on the integration of this course with prerequisite, concurrently acquired knowledge from nursing and support courses. Critical thinking is reinforced along with assessment skills and medication administration in clinical settings. Nursing process, legal/ethical issues, current trends in health care and case management concepts are continually applied to prepare for the role of the registered nurse.

▼NUR 202 MATERNAL, NEONATAL AND WOMEN'S HEALTH

Credits 11 Lecture 6/Clinical 15

Prerequisite: NUR 203, NUR 161 or department approval

This course examines maternity and women's health care, and cultural, physiologic, and psychosocial needs during the reproductive and childbearing cycle. Case management, which may incorporate the nursing process and collaborative care, is stressed as well as promotion of wellness throughout a woman's lifespan. Content includes the normal process of childbearing, an introduction to high-risk conditions and selected common gynecological conditions.

▼NUR 203 PSYCHIATRIC/COMMUNITY HEALTH

Credits 11 Lecture 6/Clinical 15

Prerequisite: NUR 103, PSY 201 or department approval

The textbook study of psychiatric and community concepts, principles, psychopharmacology and psychobiology as related to the psychiatric and community nurses role in the care of children, adolescents, adults, families, and the aged. Content includes major mental and stress-related illnesses, personality disorders, crisis intervention, chemical dependency, losses, functional assessment, community resources/placements and violence and victimology. These are presented in the framework of prevention, treatment modalities, and rehabilitation. Clinical practice focuses on integration of the therapeutic nurse-patient relationship in selected mental health and community facilities. Application is made of legal aspects, critical thinking skills, current mental health issues, and nursing process to prepare for psychiatric and community nursing role.

▼NUR 254 HEALTH ASSESSMENT

Credits 3 Lecture 3

Prerequisite: admission in the nursing program or current LPN/RN license
Corequisite NUR 101

This course provides a basic foundation of knowledge and skills involved in the physical and psychosocial assessment of individuals. This course also provides application of skills and nursing knowledge used in obtaining a health history and physical assessment of individuals throughout the lifespan in varied clinical settings. Emphasis will be on application of knowledge and skills, which will include a health history and physical assessment through inspection, palpation, percussion and auscultation.

▼NUR 280 COOPERATIVE WORK EXPERIENCE

Credits 1 - 8 CWE 4 - 32

Facilitates the transition between the role of the student to the role of the registered nurse. A mentor supervises and evaluates the student in the clinical setting.

▼OA 116 OFFICE PROCEDURES

Credits 4 Lecture 4

This is a comprehensive 4-credit course designed to prepare the office professional for a challenging role in today's workplace.

▼OA 120 COMPUTER KEYBOARDING

Credits 2 Lecture/Lab 4

Touch-typing on the computer keyboard learning alphabet keys with emphasis on improving the student's speed and accuracy. Students are given individualized skill-building exercises using computer-assisted instruction.

▼ OA 121 KEYBOARDING

Credits 3 Lecture 2/Lecture/Lab 2

Recommended preparation: OA120

This is a beginning course designed for the beginning student. The major objectives of this course are to develop touch control of the keyboard and proper typing techniques; build basic speed and accuracy skills; and provide practice in applying those basic skills to the production of letters, reports, tables, memos, forms, and other kinds of personal, personal-business and business communication.

▼ OA 122 KEYBOARDING

Credits 3 Lecture 2/Lecture/Lab 2

Recommended preparation: OA121

This course promotes the further development of basic keyboarding skills and emphasizes the production of a wide range of typical business correspondence, tables, reports and forms from unarranged and rough-draft sources. The jobs students that prepare and the formats that they use are based on current software practices. Basic desktop publishing is introduced. Skill building is stressed to increase speed to a minimum of 40 words per minute.

▼ OA 123 KEYBOARDING

Credits 3 Lecture 2/Lecture/Lab 2

Recommended preparation: OA122

This course contains a brief review of basic production techniques and instruction in desktop publishing. In addition, integrated office projects emphasize and provide practice in applying such modern office skills as editing, abstracting, decision making, setting priorities, following directions and working under pressure with interruptions. Skill building is continued to increase speed to a minimum of 50 wpm.

▼ OA 124 KEYBOARDING

Credits 3 Lecture 2/Lecture/Lab 2

Recommended preparation: OA123

This course will consist of office correspondence prepared by an administrative assistant using the following: databases, letters, agendas, flyers, transparency masters, memorandums, information gathering, outlines, envelopes, labels, machine transcription, brochures, evaluation reports, office handbook, company procedures manual, and the internet. A skill-building program is used to continue speed development.

▼ OA 131 LEGAL OFFICE PROCEDURES

Credits 3 Lecture 3

Recommended preparation: OA120

A practical, comprehensive course that prepares legal assistant students for the law office environment.

▼ OA 140 BUSINESS DOCUMENT EDITING

Credits 3 Lecture 2/Lecture/Lab 2

Recommended preparation: OA121 and OA 201

Review of grammar and proofreading skills needed in preparing business documents using word processing software and equipment.

▼ OA 201M WORD PROCESSING /MS WORD

Credits 3 Lecture 2/Lecture/Lab 2

Recommended preparation: OA121

Basic application and utilization of MS Word software to solve business computing problems. Focus includes creating and formatting documents, editing, merging documents, using columns, and adding graphics. This course will help prepare students for Microsoft Office Specialist (MOS) Core Level Exam. Students will take the practice exam at the end of the course.

▼ OA 202M WORD PROCESSING/MS WORD

Credits 3 Lecture 2/Lecture/Lab 2

Recommended preparation: OA 201

Advanced application and utilization of MS Word software to solve business computing problems. Focus includes collaboration of documents, adding comments, tracking changes, saving versions, completing complex merges, building macros, and advanced graphics; as well as integrating Excel charts, Access tables, and PowerPoint slide shows. This course will help prepare students for Microsoft Office Specialist (MOS) Expert Level Exam. Students will take the practice exam at the end of the course.

▼ OA 204 ADVANCED WORD PROCESSING APPLICATIONS

Credits 3 Lecture 2/Lecture/Lab 2

Prerequisite: OA 202M

Advanced training in the use of word processing software. Various business documents are produced using advanced procedures to do more complex merges, text columns, tables with math, macros, and graphics. Comprehensive training continues in editing and formatting using multiple documents in Windows.

▼ OA 206 DESKTOP PUBLISHING

Credits 3 Lecture 2/Lecture/Lab 2

Recommended preparation: OA201

Applications of software in basic desktop publishing to create various business and personal documents. Extensive use of fonts and graphics will be used in documents designed and created by the student. *Previous experience in application software strongly recommended.*

▼ OA 220 CALCULATING MACHINES

Credits 3 Lecture 2/Lecture/Lab 2

Operation of electronic printing calculators using touch fingering to do mathematical problems involving addition, subtraction, multiplication, division, percentages, constant factors, multiple factors, accumulation of products and quotients, negative multiplication, exponents, decimal equivalents and reciprocals.

▼ OA 225 MACHINE TRANSCRIPTION

Credits 2 Lecture/Lab 4

Recommended preparation: OA140

Development of skills in the transcription of recorded dictation using word processing software to produce mail able business correspondence.

▼ OA 226 ADVANCED MACHINE TRANSCRIPTION

Credits 2 Lecture/Lab 4

Recommended preparation: OA 225

A continuation of OA 225 with increasing levels of difficulty in specialty areas.

▼ OA 231 LEGAL TRANSCRIPTION

Credits 3 Lecture 2/Lecture/Lab 2

Recommended preparation: OA225

Development of skill in the transcription of recorded legal dictation using word processing software to produce legal documents and correspondence.

▼ OA 240 RECORDS MANAGEMENT

Credits 3 Lecture 3

Effective methods and systems of storing and retrieving business information, managerial considerations necessary for an efficient records management program and qualifications needed for a career in records management.

▼ OA 251 MEDICAL TERMINOLOGY

Credits 3 Lecture 3

Medical terms that pertain to body systems, anatomical structures, medical processes and procedures and a variety of diseases that are part of a specialized language used by the health care team to communicate concisely and accurately.

▼ OA 252 MEDICAL TERMINOLOGY

Credits 3 Lecture 3

Recommended preparation: OA251

A continuation of OA 251 with particular emphasis on medical terminology pertaining to the body systems.

▼ OA 253 MEDICAL TRANSCRIPTION

Credits 3 Lecture/Lab 6

Recommended preparation: OA225 and OA 251

Introduction to transcription of medical office and hospital records including histories, physicals, radiology and pathology reports, consultations, operative reports, discharge summaries and autopsies.

▼ **OA 254 MEDICAL TRANSCRIPTION**

Credits 3 Lecture/Lab 6

Recommended: OA 225 and OA 251

A continuation of OA 253 designed to develop expertise in transcribing medical records in specialty areas.

▼ **OA 255 MEDICAL TRANSCRIPTION**

Credits 3 Lecture/Lab 6

Recommended preparation: OA225 and OA 251

A continuation of OA 254 designed to develop expertise in transcribing medical records in additional specialty areas. Includes background noise and dictation by speakers with foreign accents.

▼ **OA 257 MEDICAL OFFICE PROCEDURES**

Credits 3 Lecture 2/Lecture/Lab 2

Recommended preparation: OA 251

An office practice simulation designed to emphasize routine medical office procedures including medical vocabulary and spelling, medical ethics, medical telephone procedures, medical records management, and medical transcription and coding.

▼ **OA 258 MEDICAL INSURANCE PROCEDURES AND CODING**

Credits 3 Lecture 3

Recommended preparation: OA252

Medical insurance records management for private health and accident insurance, Medicare, Medicaid, and Workers' Compensation. Emphasizes abstracting information from health records for billing and transfer forms. Includes introductory use of CPT-4 and ICD-9M coding.

▼ **OA 280 COOPERATIVE WORK EXPERIENCE**

Credits 1 - 8 CWE 4 - 32

Prerequisite: instructor's approval

Provides an experience in the business work environment that complements classroom instruction in the following areas: administrative assistant, accounting administrative assistant, legal administrative assistant, medical administrative assistant, office assistant or medical office assistant.

A maximum of 12 credits can be earned in any one school year.

▼ **OA 290 INTEGRATED OFFICE SYSTEMS**

Credits 3 Lecture 2/Lecture/Lab 2

Prerequisite: instructor's approval

This is a capstone course for students who are completing the final term of a two-year AAS degree. The course includes a simulated office experience for students in a practical application of skills and concepts acquired in all business programs. Applies Microsoft Office software and use of the internet.

• **PE 131 INTRODUCTION TO PHYSICAL EDUCATION**

Credits 3 Lecture 3

An introduction to the fields of health, physical education, recreation and sports management, including professional opportunities and required academic qualifications. The course includes a "shadow" experience and information regarding American College of Sports Medicine and American Council on Exercise certifications.

NOTE: All PE 185 courses are repeatable up to 12 times (12 credits total).

• **PE 185 ABDOMINAL TONING AND LOW BACK CARE**

Credits 1 Activity 3

Strengthening of the abdominal muscle groups, instruction in lifting techniques, postural analysis and stretching to prevent low back pain.

• **PE 185 AEROBIC KICKBOXING**

Credits 1 Activity 3

An exercise program using movements that mimic those of boxing, Tae Kwon Do, Tai Chi, Yoga and other disciplines to achieve cardiovascular conditioning, muscular strength, endurance, flexibility and mental concentration.

• **PE 185 AQUATIC AEROBICS**

Credits 1 Activity 3

Continuous cardiovascular and endurance exercise in the water.

• **PE 185 AQUATIC FITNESS**

Credits 1 Activity 3

Course includes a series of aquatic exercises for the development of flexibility, strength, and cardiovascular endurance. No swimming ability is required.

• **PE 185 ARTHRITIC AQUATICS**

Credits 1 Activity 3

Introduces the joint/orthopedically-limited student to a series of aquatic exercises for the development of flexibility and muscle strength.

• **PE 185 BASEBALL**

Credits 1 Activity 3

Drills for improvement of play.

• **PE 185 BASKETBALL**

Credits 1 Activity 3

Drills for improvement of play.

• **PE 185 FENCING**

Credits 1 Activity 3

This course is designed to provide the physical skills and mental strategy to basic foil fencing.

• **PE 185 GOLF/BEGINNING**

Credits 1 Activity 3

Instruction of basic skills for using woods, irons and putters.

• **PE 185 GOLF/INTERMEDIATE**

Credits 1 Activity 3

Actual on-course instruction.

• **PE 185 BEGINNING FITNESS**

Credits 1 Activity 3

Exercises for the individual who is out of shape, overweight or for the senior citizen.

• **PE 185 RODEO**

Credits 1 Activity 3

Instruction on basic skills in a variety of rodeo events.

• **PE 185 SCUBA DIVING**

Credits 1 Activity 3

Work to become a certified scuba diver. Course includes a fresh water dive.

• **PE 185 SOCIAL DANCE**

Credits 1 Activity 3

Instruction on a variety of dances including western.

• **PE 185 SOFTBALL/FASTPITCH**

Credits 1 Activity 3

Instruction on basic skills, class participation.

• **PE 185 STEP AEROBICS**

Credits 1 Activity 3

Athletically oriented aerobic exercise class. Designed to improve strength, endurance, and flexibility.

• **PE 185 STRESS MANAGEMENT**

Credits 1 Activity 3

Light stretching and various progressive relaxation techniques to reduce stress.

• **PE 185 SWIM CONDITIONING**

Credits 1 Activity 3

This course is designed to involve the student in a swim training program for the improvement of health and physical fitness.

• **PE 185 SWIMMING/BEGINNING**

Credits 1 Activity 3

Teaching the four basic strokes (front crawl, back crawl, elementary back and side stroke).

• **PE 185 SWIMMING/ADVANCED**

Credits 1 Activity 3

Improve strokes and conditioning.

• **PE 185 TENNIS/BEGINNING**

Credits 1 Activity 3

Instruction in the basics of forehand and backhand strokes, net play and serve.

• **PE 185 TENNIS/INTERMEDIATE**

Credits 1 Activity 3

Instruction on the smash, drop shots, different serves and strategy.

• **PE 185 TENNIS/ADVANCED**

Credits 1 Activity 3

Improvement of strokes, play and match play.

•PE 185 TOTAL FITNESS

Credits 1 Activity 3

Continuous exercise using weight stations and aerobics.

•PE 185 VOLLEYBALL

Credits 1 Activity 3

Instruction and play of power volleyball.

•PE 185 WALKING FITNESS

Credits 1 Activity 3

Improving physical fitness through jogging or walking. Emphasis on pacing and heart rate monitoring.

•PE 185 WEIGHT TRAINING

Credits 1 Activity 3

Instruction on correct method of lifting to develop strength, muscle tone, flexibility and endurance.

•PE 185 WHEELCHAIR AQUATICS

Credits 1 Activity 3

This course is designed to provide a buoyant method of exercising for the student who uses a wheelchair for mobility. Exercises for the development of flexibility, strength and balance will be stressed. A physical needs assessment will be made as a collaborative effort between the instructor and student, with additional input from support personnel. Each student will work with a personal support "buddy."

•PE 185 YOGA

Credits 1 Activity 3

A stretching and relaxation program based on Yoga postures as well as a variety of other flexibility and stress management exercises. A "no sweat" class.

•PE 198 SPECIAL STUDIES

Credits 1 - 3 Lecture 1 - 3

Selected studies in health and physical education.

•PE 280 COOPERATIVE WORK EXPERIENCE

Credits 1 - 8 CWE 4 - 32

An introduction to working in the field of physical education. Students set work objectives with their supervisors and are then graded according to fulfillment of those objectives, as well as work habits, attendance, leadership, performance, etc. Work areas include lifeguarding, swimming instruction, P.E. teaching assistance, coaching assistance, and recreational facilities management.

•PE 290 LIFEGUARD TRAINING REVIEW

Credits 1 - 8 Activity 3 - 24

Prerequisite: the student must possess a current ARC Lifeguard Training Certificate

The purpose of this course is to update student's American Red Cross certification in lifeguard training (PE 291). Students who possess a current ARC Lifeguard Training certificate are eligible to enroll in this review course. *Offered winter term only.*

•PE 291 LIFEGUARD TRAINING

Credits 2 Lecture 1/Lecture/Lab 2

Prerequisite: the student must possess strong swimming skill proficiency and strength

This course is designed to provide lifeguard candidates and lifeguards with the skills and knowledge necessary to keep the patrons of aquatic facilities safe in and around the water. Successful completion will lead to the American Red Cross Lifeguard Training certificate.

•PE 292 WATER SAFETY INSTRUCTOR/WSI

Credits 2 Lecture 1/Activity 3

Prerequisite: student must be at least 17 years old at start of course and must pass the pre-course written and skills test.

The student will learn how to teach swimming and water safety and further develop personal skills in these areas. Successful completion leads to the American Red Cross Water Safety Instructor (WSI) certificate.

•PE 293 LIFEGUARD INSTRUCTOR TRAINING/LGI

Credits 2 Lecture 1/Activity 2

Prerequisite: student must be at least 17 years old at start of course and must pass two pre-course written exams and four skill scenarios

The purpose of this course is to train candidates to teach the American Red Cross Lifeguard Training, Lifeguard Training Review, Community Water Safety, and CPR for the Professional Rescuer and Lifeguard Instructor Aid courses. Successful completion leads to the American Red Cross Lifeguard Instructor (LGI) certificate.

▼PHC 211 PHARMACOLOGY

Credits 2 Lecture 2

Prerequisites: MTH 095, NUR 101 and NUR 254

This course is designed to provide the nursing student with background to understand actions of drugs in the human body. It provides the opportunity for the student to develop knowledge of nursing implications related to the administration of specific medication and follow-up care of patients. Included are current concepts of pharmacology and their relationship to patient care. The basic principles of pharmacology, drug actions, indications, contraindications, toxicity, side effects, pharmacodynamics and therapeutic dosage range of some groups of drugs are explored. Supervised laboratory experiences and application in the clinical setting are included.

▼PHC 212 PHARMACOLOGY

Credits 2 Lecture 2

Prerequisites: MTH 095, PHC 211 and, NUR 102

This course is designed to provide the nursing student with background to understand actions of drugs in the human body. It provides the opportunity for the student to continue to develop knowledge of nursing implications related to the administration of specific medication and follow-up care of patients. Included are current concepts of pharmacology and their relationship to patient care. The drug actions, indications, contraindications, toxicity, side effects, pharmacodynamics and therapeutic range of drugs are explored. Application in the clinical setting is included.

✓PHL 101 INTRODUCTION TO PHILOSOPHY

Credits 3 Lecture 3

Recommended preparation: WR121 Introduces the student to major issues in philosophy, a historical overview and sub-genres of the philosophical tradition.

✓PHL 102 INTRODUCTION TO PHILOSOPHY

Credits 3 Lecture 3

Recommended preparation: WR121 Emphasizes significant issues and explores responses to problems posed in the branch of philosophy called ethics.

✓PHL 103 INTRODUCTION TO PHILOSOPHY

Credits 3 Lecture 3

Recommended preparation: WR121 Emphasizes critical thinking in the examination of particular philosophical issues and problems.

✓+ **PHY 101 ESSENTIALS OF PHYSICS**

*Credits 4 Lecture 3/Lab 3
Prerequisite: MTH 060*

This problem-solving course deals with vectors, force, motion, energy and properties of materials. Students will be expected to submit laboratory reports and homework and will take quizzes and examinations. *Course fulfills a laboratory science requirement.*

• **PHY 198 SPECIAL STUDIES**

Credits 1 - 3 Lecture/Lab 2 - 6

Prerequisite: instructor's approval

This course provides an opportunity for a student to participate in either a seminar or a laboratory project outside of the regular class situation. *The number of credits is variable and will be arranged by the instructor.*

✓+ **PHY 201 GENERAL PHYSICS**

Credits 5 Lecture 4/Lab 3

Prerequisite or corequisite: MTH 111

An introductory laboratory course dealing with mechanics, sound, heat, light, electricity and modern physics. This course makes extensive use of algebra.

✓+ **PHY 202 GENERAL PHYSICS**

Credits 5 Lecture 4/Lab 3

Prerequisite: PHY 201

A continuation of PHY 201.

✓+ **PHY 203 GENERAL PHYSICS**

Credits 5 Lecture 4/Lab 3

Prerequisite PHY 202

A continuation of PHY 202.

✓+ **PHY 211 GENERAL PHYSICS WITH CALCULUS**

Credits 5 Lecture 4/Lab 3

Corequisite: MTH 251

An examination of mechanics, sound, heat, light, electricity and magnetism. This course is recommended for physics majors, engineering majors and other science students with a calculus background.

✓+ **PHY 212 GENERAL PHYSICS WITH CALCULUS**

Credits 5 Lecture 4/Lab 3

Prerequisite: PHY 211

Corequisite: MTH 252

A continuation of PHY 211.

✓+ **PHY 213 GENERAL PHYSICS WITH CALCULUS**

Credits 5 Lecture 4/Lab 3

Prerequisite: PHY 212

Corequisite: MTH 253

A continuation of PHY 212.

• **PS 198 SPECIAL STUDIES**

Credits 1 - 3 Lecture 1 - 3

Recommended preparation: WR060 and RD 035

Designed to provide interested and capable students with the opportunity to study special topics in political science.

✓ **PS 201 AMERICAN GOVERNMENT AND POLITICS**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD 035

Examines the process by which public policy decisions are made (politics) in America, the environment in which political choice takes place and the role of governmental elites in this process.

✓ **PS 202 AMERICAN GOVERNMENT AND POLITICS**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD 035

An examination of American politics from an elitist perspective.

✓ **PS 203 AMERICAN GOVERNMENT/STATE AND LOCAL**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD 035

Examines politics and government in the American states. Emphasis will be on the State of Oregon.

✓ **PS 206 POLITICS OF EUROPE AND RUSSIA**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD 035

This is a comparative politics course examining government and politics in post-World War II Europe and Russia. Countries chosen will represent various political systems and regions of Europe.

• **PS 222 PUBLIC POLICY**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD 035

The purpose of this course is to impart an understanding of the political system and processes that government agency employees find dictating many of their actions.

• **PSY 101 PSYCHOLOGY AND HUMAN RELATIONS**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD 035

A practical exploration of the psychological concepts and processes that allow people to adjust to their environment. Specific topics include: stress and coping skills, employment relations, communication, human development and methods of psychological understanding. Emphasis is on practical application.

• **PSY 119 PROCESS IN LIVING**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD 035

This course surveys the areas of personality development and psychology. Specific topics include: ages and stages of the lifespan, theories of personality, self-awareness, health and stress, abnormal behavior, psychotherapy and social influence.

• **PSY 198 SPECIAL STUDIES**

Credits 1 - 3 Lecture 1 - 3

Recommended preparation: WR060 and RD 035

Offers topics of study in psychology with individual research or field study.

✓ **PSY 201 GENERAL PSYCHOLOGY**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD 035

A survey of the basic methods and principles of psychology. Specific topics include: the nature and research methods of psychology, the biological basis of behavior, sensory and perceptual processes, states of consciousness and sleep and dreams. Emphasis is both theoretical and applied.

✓ **PSY 202 GENERAL PSYCHOLOGY**

Credits 3 Lecture 3

Prerequisite: PSY 201

Recommended preparation: WR060 and RD 035

Surveys the areas of cognition and emotion. Specific topics include: learning and memory, intelligence, thought and language, and motivation and emotion. Emphasis is on both theory and application.

✓ **PSY 203 GENERAL PSYCHOLOGY**

Credits 3 Lecture 3

Prerequisite: PSY 201

Recommended preparation: WR060 and RD 035

Surveys the areas of human development, personality, and clinical and social psychology. Specific topics include: ages and stage of the lifespan, theories of personality, health and stress, abnormal behavior, psychotherapy and social influence.

• **PSY 225 GROUP PROCESS**

Credits 3 Lecture 3

Prerequisite: HS 265

Recommended preparation: WR060 and RD 035

This course provides a theoretical and practical introduction to group dynamics including: roles, leadership styles, team functioning, and conflict resolution. There is an emphasis on therapeutic group process.

✓**PSY 231 HUMAN SEXUALITY**

Credits 3 Lecture 3

Prerequisite: PSY 201

Recommended preparation: WR060 and RD 035

A survey course involving the study and discussion of the biological, social and psychological aspects of human sexual functioning, with emphasis on sexual arousal and response patterns, sexual attitudes and behavior, and sexual myths and fallacies.

✓**PSY 237 HUMAN DEVELOPMENT**

Credits 3 Lecture 3

Prerequisite: PSY 201

Recommended preparation: WR060 and RD 035

A life-span examination of change and consistency as people age. Studies the stages of infancy, childhood, adolescence, and adulthood as influenced by maturation and socialization. Includes discussion of research strategies and theories of behavior.

RD 025 EFFECTIVE READING

Credits 3 Lecture 3

Prerequisite: requisite score on placement exam.

The focus of this class is developing basic reading and thinking skills. Students develop their ability to read short excerpts from various reading material. Students focus on comprehension and analysis, understanding main idea and using context clues.

RD 035 EFFECTIVE READING

Credits 3 Lecture 3

Prerequisite: RD 025 or requisite score on placement exam

This course is designed to provide students with reading, reasoning and thinking skills that will enable them to read college textbooks and to more effectively process, analyze and retain textbook material.

•**RD 120 CRITICAL READING AND THINKING**

Credits 3 Lecture 3

This course will sharpen students' abilities to think and read clearly, logically, critically and effectively. Students will develop analytical skills necessary for problem solving and making the best choices in their academic, career and personal lives. Students regularly interact in group discussions about the thinking and reading process.

▼**RNG 241 RANGE MANAGEMENT**

Credits 3 Lecture 2/Lab 3

Plants and domesticated farm animals: the integration of climate, soil, vegetation and animal factors in the economic management of a range ecosystem.

•**SOC 198 SPECIAL STUDIES**

Credits 1 - 3 Lecture 1 - 3

Recommended preparation: WR060 and RD 035

This course is designed to offer special topics in sociology to interested and capable students.

✓**SOC 204 GENERAL SOCIOLOGY**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD 035

The purpose of this course is to introduce students to the various sociological perspectives, theories and explanations of societal and human behavior. This begins with the sociological perspective and continues with culture, society, socialization, social groups, social structure and social interaction.

✓**SOC 205 GENERAL SOCIOLOGY**

Credits 3 Lecture 3

Prerequisite: SOC 204

Recommended preparation: WR060 and RD 035

Explores the dynamics of social stratification. Examines inequalities of race, gender, age and social class. Explores how these inequalities are reflected in the larger social structure.

✓**SOC 206 GENERAL SOCIOLOGY/PROBLEMS and ISSUES**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD 035

The purpose of this course is to examine social problems in contemporary American society. The focus is on providing a sociological framework for students to broaden their understanding of social problems, their causes and consequences and to explore some approaches to their resolution.

✓**SOC 213 MINORITIES**

Credits 3 Lecture 3

Recommended preparation: SOC204, WR060 and RD 035

A survey of minority groups, with special emphasis on local groups in which causes and consequences of minority status are examined. Students will examine the social movement started during the "civil rights" years and the future and consequences of these movements.

✓**SOC 217 FAMILY AND SOCIETY**

Credits 3 Lecture 3

Recommended preparation: SOC204, WR060 and RD 035

The historical development of the family as an institution, its structure and functions and the changes in contemporary American society. Emphasis is placed on those changes that produce societal and individual stress.

✓**SOC 221 JUVENILE DELINQUENCY**

Credits 3 Lecture 3

Recommended preparation: SOC204, WR060 and RD 035

Study of deviant behavior and current criminological theories with emphasis on crime prevention and the phenomena of crime as it relates to juveniles and criminal justice application.

•**SOC 243 NARCOTICS AND DANGEROUS DRUGS**

Credits 3 Lecture 3

Recommended preparation: SOC204, WR060 and RD 035

Drug problems that relate to our society. History of drugs, causes of addiction and identification of illegal drugs.

✓**SOC 244 INTRODUCTION TO CRIMINOLOGY**

Credits 3 Lecture 3

Recommended preparation: SOC204, WR060 and RD 035

The study of crimes from a sociological perspective and crime control strategies suggested by these causes.

•**SP 100 HUMAN COMMUNICATIONS**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD 035

An introductory course which focuses on the process and functions of communication in interpersonal, small group, interview, mass and intercultural contexts. Emphasis is placed on helping the student increase his/her competence as a communicator in each of these contexts.

✓**SP 111 FUNDAMENTALS OF SPEECH**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD 035

Fundamentals of preparation and presentation of oral discourse. Emphasis is on informative speaking, also in-depth introduction to classical rhetorical concepts of persuasive speaking.

✓**SP 112 FUNDAMENTALS OF SPEECH**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD 035

Emphasis is on development of skills in group discussions and group problem solving techniques. Introduction to argumentation.

✓**SP 113 FUNDAMENTALS OF SPEECH**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD 035

Polishing of skills and techniques. Projects in persuasion, argumentation and debate. Offered depending on demand.

✓**SP 115 INTERCULTURAL COMMUNICATION**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD 035

An introductory course that focuses on the impact of culture on the communication process. Emphasis is placed on both understanding cultural diversity and enhancing communication effectiveness in various intercultural contexts.

•**SP 229 ORAL INTERPRETATION**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD 035

The application of principles of oral reading to literature.

•**SP 237 GENDER AND COMMUNICATION**

Credits 3 Lecture 3

Recommended preparation: WR060 and RD 035

This course focuses on the similarities and differences in male and female communication styles and patterns. Particular attention is given to the implications of gender as social construct upon perception, values, stereotypes, language use, nonverbal communication and power and conflict in human relationships. Discusses influences of mass communication upon shaping and constructing male and female sex roles.

•**SPAN 101 FIRST-YEAR SPANISH I**

Credits 4 Lecture 4

Introduction to Spanish stressing speaking and reading. Exercises in elementary composition and grammar.

•**SPAN 102 FIRST-YEAR SPANISH II**

Credits 4 Lecture 4

Prerequisite: SPAN 101 or instructors approval

A continuation of SPAN 101.

•**SPAN 103 FIRST-YEAR SPANISH III**

Credits 4 Lecture 4

Prerequisite: SPAN 102 or instructors approval

A continuation of SPAN 102.

✓**SPAN 201 SECOND-YEAR SPANISH**

Credits 4 Lecture 4

Prerequisite: SPAN 103 or instructor's approval

Intensive oral and written exercises designed to help the student acquire an accurate and fluent use of Spanish. Selections from representative authors are studied.

✓**SPAN 202 SECOND-YEAR SPANISH**

Credits 4 Lecture 4

Prerequisite: SPAN 201 or instructor's approval

A continuation of SPAN 201. Emphasis on advanced use of past-tense and on hypothetical and persuasive language. We will also include literary selections.

✓**SPAN 203 SECOND-YEAR SPANISH**

Credits 4 Lecture 4

Prerequisite: SPAN 202 or instructor's approval

A continuation of SPAN 202. Emphasis on advanced verb moods and application of language.

•**SPAN 211 SPANISH CONVERSATION AND COMPOSITION**

Credits 3 Lecture 3

Prerequisite: instructor's approval

Intensive conversation and essay writing of a general character designed to improve oral and written ability in Spanish.

•**SPAN 212 SPANISH CONVERSATION AND COMPOSITION**

Credits 3 Lecture 3

Prerequisite: instructor's approval

A continuation of SPAN 211.

•**SPAN 213 SPANISH CONVERSATION AND COMPOSITION**

Credits 3 Lecture 3

Prerequisite: instructor's approval

A continuation of SPAN 212.

SPL 025 SPELLING IMPROVEMENT

Credits 1 - 3 Tutorial Lab Setting 1 - 3

This is an intermediate level review of general spelling rules, letter combinations and syllabication. Students who are placed in this level review and practice spelling in order to strengthen what they are learning.

▼**SUR 161 PLANE SURVEYING**

Credits 5 Lecture 3/Lab 6

Prerequisite: competency MTH 065 and instructors approval

Principles and practices of leveling, linear and angular measurements, Gaussian Error Theory applied to measurements, care and adjustment of instruments, note-keeping and manual and machine methods of computation, including use of calculators and electronic computers.

▼**SUR 162 SURVEYING AND MAPPING**

Credits 5 Lecture 3/Lab 6

Prerequisite: SUR 161

Field and office procedures in property surveying and preparation of plats and other maps; State Plane Coordinates, Solar observations, and global positioning systems, and legal elements of written and unwritten conveyances.

▼**SUR 166 HIGHWAY FUNDAMENTALS**

Credits 3 Lecture 3

Prerequisite: SUR 162

A study of highway surveys, design standards, circular and vertical curves, curve transitions, earthworks and drainage.

▼**SUR 167 SURVEYING SEMINAR**

Credits 3 Lab 6

Prerequisite: SUR 166

A continuation of SUR 166 involving applied surveying techniques in a project-oriented environment. Credit hours provide student access to state licensing process.

✓**TA 101 INTRODUCTION TO THE THEATER**

Credits 3 Lecture 3

Recommended Preparation: RD 035

A course with the objective of broadening the students' insight into the workings of the Theater and to provide students with basic knowledge of the origins, nature, elements and styles of drama and an understanding of the function of Theater artists and crafts people.

✓**TA 141 FUNDAMENTALS OF ACTING TECHNIQUES**

Credits 3 Lecture 3/Lab 1

Recommended Preparation: RD 035

A studio course introducing the basics of stage acting technique. This class focuses on the actor's development of character in scene work through an introduction to concepts including relaxation, concentration, observation, physical and vocal commitment and sense memory. Students will be introduced to Theater terminology, rehearsal techniques and text analysis.

✓**TA 142 FUNDAMENTALS OF ACTING TECHNIQUES**

Credits 3 Lecture 3/Lab 1

Recommended Preparation: RD 035

A studio course which is a continuation of concepts introduced in TA 141, and yet independent of the work for a first time student. The class will focus on continued mastery of physical and vocal technique utilizing scene study and class exercises. Emphasis is on period style, including commedia del'arte, comedy of manners, farce, and Shakespeare or Chekhov and selected modern writers.

✓**TA 143 FUNDAMENTALS OF ACTING TECHNIQUES**

Credits 3 Lecture 3/Lab 1

Recommended Preparation: RD 035

A studio course that is a continuation of concepts introduced in TA 142. Modern dramatists and the inherent performance demands on the actor will be studied, including post-modernists, Theater of the Absurd, Epic Theater, political Theater, and performance art. The class will focus on an exploration of the relationship between ideas, their theatrical expression and the cross-disciplinary connection to other art forms.

•**TA 147 VOICE AND DICTION FOR THE THEATER**

Credits 3 Lecture 3

Recommended Preparation: RD 035

A studio course that introduces all aspects of vocal production for the stage, including breathing, support, vocal freedom, articulation and understanding verse. Students will learn modified yoga

postures to stretch muscles and free the voice from unnecessary tension. Exercises and drills will be taught utilizing the works of poetry with the focus on preparing and delivering the Shakespeare audition piece.

•**TA 165 TECHNICAL THEATER WORKSHOP**

Credits 1 - 3 Lab 3 - 9

Workshop in all facets of play production. May be repeated for a maximum of 9 credits.

•**TA 180 THEATER REHEARSAL AND PERFORMANCE**

Credits 3 Lab 9

Prerequisite: instructor's approval

Rehearsal and performance of a play. May be repeated for a maximum of 9 credits.

•**TA 241 INTERMEDIATE ACTING TECHNIQUES**

Credits 3 Lecture 3/Lab 1

This class is a continuation of the study

of acting begun in TA 141, 142, 143 and with an introduction to directing for the Theater.

•**TA 242 INTERMEDIATE ACTING TECHNIQUES**

Credits 3 Lecture 3/Lab 1

This class is a continuation TA 241.

•**TA 243 INTERMEDIATE ACTING TECHNIQUES**

Credits 3 Lecture 3/Lab 1

This class is a continuation of TA 242.

VOCB 025 EFFECTIVE VOCABULARY

Credits 1 - 3 Tutorial Lab Setting 1 - 3

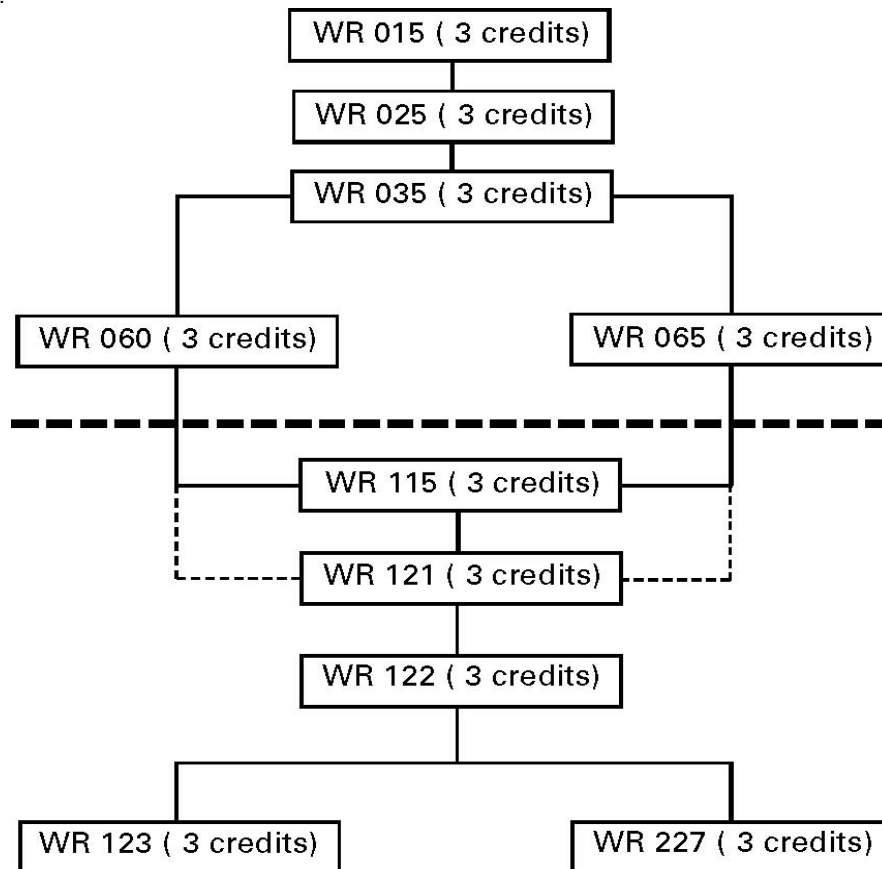
This is an introductory course. Students learn a wide variety of words they might use in everyday life. Students who are placed in this class also will study roots, prefixes and suffixes.

Writing Course Progression

Here's How It Works...

Initial placement into a writing course is based on your placement test score. Successful completion (C or better) of a course indicates you are ready to take the next course in the progression.

For example, suppose your program requires WR 123 and your placement score starts you in WR 060. This means you need a four or five term sequence to complete your writing requirement: WR 060, WR 115 (recommended if WR 060 is completed with a B or below), WR 121, WR 122 and/or WR 123 or WR 227.



WR 015 WRITING IMPROVEMENT*Credits 1 - 3 Tutorial Lab Setting 1 - 3*

Students placed in this course will learn parts of speech, punctuation, word choice to make complete and correct sentences and subject-verb agreement. Offered in a lab setting with instructors available to help.

WR 025 WRITING IMPROVEMENT*Credits 3 Lecture 3 -or-Credits 1 - 3**Tutorial Lab Setting 1 - 3**Prerequisite: WR 015 or placement test*

This course includes a review of parts of speech and some punctuation; it also includes kinds of sentences, clauses and phrases, parallelism and use of tenses and possessives. It provides a great deal of writing practice in the included topics, as well as some word processing done on the computer and small group instruction.

WR 035 WRITING IMPROVEMENT*Credits 3 Lecture 3 -or-Credits 1 - 3**Tutorial Lab Setting 1 - 3**Prerequisite: WR 025 or placement test*

To be placed in this course, students must know correct grammar and mechanics and be ready to begin writing paragraphs. They will study functions of sentences, using clauses and phrases, writing and using kinds of sentences and avoiding sentence errors. Also, they will receive paragraph writing practice, will do some assignments on the computer and will participate in peer editing and small group instruction. This course is offered in both lab and traditional classroom settings.

WR 060 ELEMENTS OF THE ESSAY*Credits 3 Lecture 3**Prerequisite: WR 035 or placement test*

Introduces students to the academic essay. The course moves from developing clear, coherent paragraphs to composing and revising the academic essay. Students are encouraged to develop confidence in their writing, strengthen composing and editing skills, collaborate in the writing process, and practice critical thinking.

WR 065 INTRODUCTION TO TECHNICAL WRITING*Credits 3 Lecture 3**Prerequisite: WR 035 or placement test*

Introduces students to the basic elements of expository technical writing. Students will move from short, paragraph length technical works to multi-paragraph documents. Additional attention is directed toward integrating graphics into the writing, presenting the material orally and creating job search documents.

•WR 115 INTRODUCTION TO COLLEGE WRITING*Credits 3 Lecture 3**Recommended preparation: WR035*

This course introduces college-level critical inquiry in academic reading and writing. Students will work on developing their ability to read critically and write college-level essays in a variety of different writing contexts and situations. Emphasis is on learning to use the conventions of written language appropriately and skillfully for different purposes and to experience and use writing as a recursive, social and collaborative process. (Transfer elective from 1998 forward.)

✓WR 121 ENGLISH COMPOSITION*Credits 3 Lecture 3**Recommended preparation: WR115*

The first of a three-course sequence required by the A.A.O.T. degree this course focuses on writing clear, detailed, informative essays in a variety of forms, active reading and critical thinking.

✓WR 122 ENGLISH COMPOSITION*Credits 3 Lecture 3**Prerequisite: WR 121*

The second of a three-course sequence, this course focuses on the development of student skills in evaluating and composing essays of various lengths, with emphasis on style of expression, logical thought and evidence and argumentative approaches and strategies.

✓WR 123 ENGLISH COMPOSITION*Credits 3 Lecture 3**Prerequisite: WR 122*

A study of current research practices. The student is asked to learn research techniques and to write one or two long papers or several short ones using these skills.

•WR 198 SPECIAL STUDIES*Credits 1 - 3 Lecture 1 - 3*

Designed to provide interested and capable students with the opportunity to study special topics in writing.

✓WR 227 TECHNICAL REPORT WRITING*Credits 3 Lecture 3**Prerequisite: WR 122*

Researching and reporting technical information including business proposals, business plans, feasibility studies and process instructions. Concentration is on using information resources, evaluating and organizing materials and developing written and oral presentations.

✓WR 241 INTRODUCTION TO IMAGINATIVE WRITING*Credits 3 Lecture 3*

A course in creative writing designed for those who wish to express themselves in fiction, non-fiction, drama, poetry or other imaginative forms.

✓WR 242 INTRODUCTION TO IMAGINATIVE WRITING*Credits 3 Lecture 3*

A course in creative writing designed for those who wish to express themselves in fiction, non-fiction, drama, poetry or other imaginative forms.

✓WR 243 INTRODUCTION TO IMAGINATIVE WRITING*Credits 3 Lecture 3*

A course in creative writing designed for those who wish to express themselves in fiction, non-fiction, drama, poetry or other imaginative forms.

•WR 298 SPECIAL STUDIES*Credits 1 - 3 Lecture 1 - 3*

Designed to provide interested and capable students with the opportunity to study special topics in writing.

BMCC Boards and Personnel

BMCC Board of Education

Elizabeth Hutchison
Pilot Rock, Term Expires 2009

Steve Taylor
Pendleton Term Expires 2007

Kim B. Puzey
Hermiston Term Expires 2009

Joan Weaver
Baker City, Term Expires 2007

Teri Zipf
Milton-Freewater, Term Expires 2009

Lea Mathieu
Ione Term Expires 2007

Doug Voyles
Pendleton, Term Expires 2007

Oregon Board of Education

Jerry Berger
Salem

Brenda Frank
Klamath Falls

Nikki Squire
Bend

Vanessa Gaston
Portland

Steve Bogart
Baker City

Emilio Hernandez, Jr.
Springfield

Duncan Wyse
Portland

BMCC Foundation Board of Directors

Bob Byrd
Irrigon, Term Expires 2006

Betty Carlson
Heppner, Term Expires 2006

Betty Rietmann
Ione, Term Expires 2007

Ellsworth Mayer
Pendleton, Term Expires 2006

Ken W. Dauble
Milton-Freewater, Term Expires 2005

Wesley Grilley
Pendleton, Term Expires 2007

Carole Innes
Pendleton, Term Expires 2007

Dotty Miles
North Powder, Term Expires 2006

Russell Dorran
Hermiston, Term Expires 2006

Tracy Gammell
Hermiston, Term Expires 2007

Tim Mabry
Hermiston, Term Expires 2005

Lonnie Read
Pendleton, Term Expires 2007

Administration

John Turner (2003)
President

B.A., University of Oklahoma
M.A., Catholic University of America
Fellowship, MIT

Gayle Lawn-Day (2004)
Executive Vice President and
Vice President, Business and
Operations

B.S., Michigan Technological University
M.P.A., University of Oklahoma
Ph.D., University of Oklahoma

Gary Smith (2005)

Vice President, Instruction

B.S., Northern Arizona University
M.S.W., University of Utah
Ph.D., Virginia Commonwealth University

Arthur J. Hill (2001)

Vice President, Customized Training

B.A., Boston University
M.B.A., University of Bridgeport

Daniel R. Lange (1983)
Vice President, Instructional
Advancement

B.F.A., University of Montana
M.F.A., University of N. Colorado

Larry Bundy (2001)

Vice President, Information
Technology

B.A., Central Washington University
B.S., Central Washington University
M.B.A., University of Utah
Ph.D., University of Utah

Karen C. Hill (1996)

Executive Director, BMCC Foundation
Director, Public Relations and Marketing

B.S., Eastern Oregon University

Susan E. Plass (2002)
Director, Grants

A.A., College of the Siskiyous
B.A., California State University-Chico
M.A., University of Oregon
Certificate, University of Oregon

Julie A. Bailey (2000)
Associate Vice President,
BMCC-Baker County

B.S., Eastern Oregon University

Art Doherty (2004)

Associate Vice President,
BMCC Milton-Freewater
B.A., Campbell University

Margaret Saylor (1975)
Associate Vice President,
BMCC-Hermiston/Boardman
B.S., Eastern Oregon University
M.A., Oregon State University

BMCC Faculty (as of August 2005)

Lower Division Collegiate and Professional/Technical Programs

Full-Time Faculty

Jan Acsai (1991)

Instructor of Biology

A.S., West Valley Junior College
B.S., Humboldt State University
M.A., Humboldt State University
Ph.D., Colorado State University

John V. Armstrong (1988)

**Instructor Small Business
Management**

B.A., Linfield College
M.A., Linfield College

Gregory A. Berlie (1986)

Instructor of English

B.A., California State University -Chico
M.A., California State University-Chico

Michael Booth (1989)

Instructor of Art

B.F.A., Utah State University
M.F.A., Utah State University

Janice Carey (2003)

Instructor of Nursing

A.D.N., Blue Mountain Community
College
B.S.N., Eastern Oregon University

Lincoln A. DeBunce (1999)

**Instructor of Geography and
Anthropology**

B.S., Southern Oregon University
M.A., Louisiana State University
Ph.D., University of Oregon

Jon R. Farquharson (1999)

**Instructor of Farm Business
Management**

A.S., Yakima Valley Community College
B.S., Washington State University
M.Ag., Oregon State University

Robert L. Hillenbrand (1998)

Instructor of Mathematics

A.A., Seattle Central Community College
B.S., University of Washington
M.S., Western Washington University

Arlene G. Isaacson (1997)

Learning Disabilities Diagnostician

B.A., Mt. Angel College
M.S., Indiana University
Ph.D., University of Oregon

Llewellyn A. Jones (1995)

Instructor of Physical Education

B.S., Lewis Clark State College
M.S., University of Oregon

David H. Krumbein (1986)

**Instructor of Civil Engineering
Technology**

B.S., Oregon State University

Cindy A. Lenhart (1991)

Instructor of Education

B.S., Eastern Oregon University
M.S., Eastern Oregon University

Carol Lovell (2003)

Instructor of Nursing

B.S., Oregon Health Sciences University

Christina E. Martinez (1994)

Instructor of Sociology

B.A., California State University-Fullerton
M.A., California State University-Fullerton

Margaret M. Mayer (2001)

Instructor of Music

B.A., Linfield College
M.M., Michigan State University
Ph.D., University of California-Santa
Barbara

Michelle Miller (1995)

Instructor of Science

B.S., University of Idaho
M.S., University of Oklahoma

Catherine B. Muller (2005)

Instructor of Mathematics

B.A., Eastern Oregon University
M.A. Eastern Oregon University

Michael W. Muller (1991)

Instructor of Civil Eng Technology

B.S., Eastern Oregon University
B.Arch., University of Idaho

John F. O'Brien (2005)

Instructor of Business Technology

B.S. University of Montana
M.B.A., University of Montana

Gary D. Parker (1996)

Instructor of Mathematics

A.S., Community College of Rhode
Island
B.A., Rhode Island College
M.S., Western Washington University

Crystal D. Patton-Doherty (1989)

Instructor of Dental Assisting

Certificate, Blue Mountain Community
College
B.S., Eastern Oregon University

Mark L. Petersen (1978)

Instructor of Science

B.S., Southern Colorado State College
M.A., San Francisco State University
Ph.D., University of Oregon

Melinda S. Platt (2002)

Instructor of Business Technology

B.S., Eastern Oregon University
M.T.E., Eastern Oregon
University

Laurie Post (2004)

Instructor of Nursing

A.S., Walla Walla Community College
B.S., Gonzaga University
M.S., Oregon Health Sciences University

Stanley O. Prowant (1975)

Instructor of Geology and Chemistry

B.S., Defiance College
M.S., Ball State University

Teresa L. Quesenberry (1986)

Instructor of Business Technology

B.S., Eastern Oregon University
M.S., University of Idaho

Douglas B. Radke (1993)

Instructor of Speech

B.A., Seattle Pacific University
M.Div., Bethel Theological Seminary
M.A., Portland State University

Elizabeth A. Sweet (1998)

Instructor of Dental Assisting

C.D.A., Portland Community College

Patricia A. Tempinski (1987)

**Instructor of Psychology and
Human Services**

B.A., University of Wisconsin
M.S., California State University

Terry A. Vogel (1984)

Instructor of Nursing

A.S., Blue Mountain Community College
A.A.N., Portland Community College
B.S.N., Oregon Health Sciences
University
M.S., University of Portland

Ronald W. Wallace (1983)

**Instructor of Mathematics and
Computer Science**

B.A., Azusa Pacific College
M.S., California State Polytechnic
University-Pomona

Scott Wallace (1993)

Instructor of Business Technology

B.A., Brigham Young University
M.A., Brigham Young University

Nathan Wells (2004)

Instructor of Animal Science

B.S., Arkansas State University
M.S., New Mexico State University

**Dale J. Wendt (1979) Instructor
of Agriculture**

B.S., California State Polytechnic
University-Pomona
M.S., California Polytechnic State
University-San Luis Obispo

James K. Whittaker (1996)

Instructor of Mathematics

B.S., Oregon State University
M.E., North Carolina State University
Ph.D., North Carolina State University

Preston H Winn (1991)

Instructor of Agriculture

B.S., Oregon State University
M.Ed., Oregon State University

Martha Yakovleff, (1992)

Instructor of Physical Education

B.S., University of Oregon
M.S.T., Portland State University

Part-Time Faculty

Patty Allery-Lane (2003)
Instructor of Mathematics
B.S., Eastern Oregon University M.S.,
Eastern Oregon University

Austin Archer (1998) Instructor of Psychology
B.S., Andrews University
M.A., Andrews University
Ph.D., Indiana University

David Arnold (1998) Instructor of Psychology
B.S., Seattle Pacific
M.S., Oregon State University
M.A., George Fox University
Ph.D., Gonzaga University

Mary D. Beisiegel (2000)
Instructor of Mathematics
B.S., Oregon State University
M.S., Virginia Polytech University

Sonja Biggs (2002)
Instructor of Human Development
Cert., Walla Walla Community College
B.A., Weimer College
M.A., Loma Linda University

Paul Brasil (2004)
Instructor of History
B.A., Cal State University-Stanislaus
M.A., University of California

Larry Bundy (2001)
VP, Information Technology
Instructor of Economics
B.A., Central Washington University
B.S., Central Washington University
M.B.A., University of Utah
Ph.D., University of Utah

Ty Campbell (2001)
Head Rodeo Coach
Instructor of Horse Trimming
A.A.O.T., Blue Mountain
Community College

Gail Davern (2004)
Instructor of English
B.A., University of Utah
M.A., University of Utah

Cheyleen Davis (2001)
Instructor of Biology
B.S., Central Michigan University
M.S., Central Michigan University

Mary Davis (1977)
Instructor of Nutrition
B.S., Montana State University
M.S., Cornell University

Grant Eastland (2004)
Instructor of Science and Mathematics
B.S., Oregon State University M.S.,
Oregon State University

Karen Eddy (1993)
Assistant to the Librarian
Instructor of Physical Education
B.S., Eastern Oregon University

Dianne Ellingson (2003)
Instructor of Writing and English
B.A., Augustana College
M.S., Eastern Oregon University

Ruai Gregory (2000)
Instructor of Early Childhood Education
A.S., Grossmont College
B.A., Pacific Oaks
M.A., Pacific Oaks

Jodie Harnden (1997)
Instructor of Geology and Geography
B.S., Western Oregon University
M.S., Western Oregon University

Jan Hood (1988)
Technical Projects Coordinator
Instructor of Computer Science
A.A., Blue Mountain Community College
A.S., Blue Mountain Community College
B.S., Oregon Institute of Technology
M.M.R., University of Georgia

Mardel James-Bose (2000)
Instructor of English
B.A., Portland State University
M.A., Portland State University

Cheri Kendrick (2002)
Instructor of Speech
B.A., Oregon State University
M.A., Oregon State University
J.D., Willamette University of Law

Carel Landess (2000) Instructor of Business
A.A., Western Business College
M.P.A., Portland State University

Charles (John) Larson (2003)
Instructor of English
B.A., Concordia
M.A., Eastern Oregon University

Barbara Levy (1999)
Instructor of Business
A.A., Blue Mountain Community College
B.S., Portland State University
M.B.A., Portland State University
M.T.E., Eastern Oregon University

Mary Ann Loiland (1999)
Instructor of Early Childhood Education
B.S., Oregon State University
M.S., University of Oregon

Deanna Mazanek (2003)
Instructor of Science
B.S., Bradley University
M.S., Montana State University

Chris Mitchell (1996)
Instructor of Emergency Medical Services
A.S., Columbia Basin College

Kathy Peal (2002)
Instructor of English
A.A., Blue Mountain Community College
B.A., Eastern Oregon University
M.A., Portland State University

Elizabeth Pearson (2002)
Instructor of Social Science
B.S., Denison University of Ohio
M.S.W., Ohio State University

Theresa Pihl (1995)
Dual-Credit Coordinator
Instructor of History
B.A., University of Portland
M.A., Washington State University

Guy Post (1999)
Instructor of Mathematics
A.A., Blue Mountain Community College
B.S., Oregon State University
M.S., Oregon State University

Riley Price (2002)
Instructor of Early Childhood Education
B.A., Oklahoma State University
M.A., University of Oklahoma

Patricia Rittenbach (2002)
Instructor of Business
B.S., Walla Walla College
M.S., Eastern Washington University

Michael Shaw (2001)
Instructor of Social Science
B.A., Eastern Washington University
M.A., Gonzaga University

Fred Sheely (1992)
Instructor of Computer Science
B.A., University of Idaho
M.A., University of Oregon

Jonathan Spilker (1982)
Instructor of Science
B.S., Eastern Oregon University

Taryn Suchy (2002)
Instructor of Computer Science and History
B.A., Eastern Oregon University
M.A., Eastern Oregon University

Alison Timmons (2005)
Instructor of Writing and English
B.A., Washington State University
M.A., University of Manchester

James Tomlinson (2003)
Instructor of Criminal Justice
B.S., Marylhurst College
M.A., Lewis & Clark College

Lorna Tonack (2002)
Instructor of Spanish
B.S., Whitman College
M.S., Eastern Oregon University

College Preparatory Programs

Full-Time Faculty

Leslie A. Aflatooni (1992)
Instructor

Certificate, University of Arizona
B.S., North Illinois University

Brian K. Bradley (2001)
Instructor

B.A., University of Montana

Marianne I. Burch (2001)
Instructor

B.S., Western Oregon University
M.A., Golden Gate Baptist Theological Seminary

Tamara L. Chorey (2001)
Instructor

A.A., Oakland Community College-
Michigan
B.S., Oregon State University

Beth N. Gotcher (1999)
Instructor

B.S., University of Texas-Austin
M.Ed., Sam Houston State University

Diana Henderson (1992)
Instructor

B.A., Washington State University
Ed.M., Oregon State University

Walter S. Johnson (2004)
Instructor

B.A., Seattle Pacific University
M.A., George Fox University
M.Div., George Fox University
Ph.D., St. Louis University

Roberta B. Lewis (1991)
Instructor

B.S., University of Oregon

Doreen Matteson (2001)
Instructor

B.S., Virginia Polytechnic Institute and
State University

Shannon Maude (2001)
Instructor

B.A., Southern Oregon University
Ed.M., Oregon State University

Sharone McCann (1985)
Instructor

B.A., California State University -
Fullerton
Ed.M., Oregon State University

Jodi Newton (2002)
Instructor

B.A., University of Oregon

Catherine Pinkerton (1991)
Instructor

B.A., Whitman College

Gale R. Pratt (2001)

Instructor

B.S., Eastern Oregon University
M.Ed., Heritage College

Natalie J. Sanusi (1999)
Instructor

B.A., University of Oregon

Carrie J. Swanson (1991)

Learning Disabilities Diagnostician

A.A., Blue Mountain Community College
B.S., Eastern Oregon University

Florene VanDonge (1993)
Instructor

B.A., Eastern Washington University

Jason C. Villers (2001)
Instructor

A.A., Spokane Falls Community College
B.A., Eastern Washington University

Sirpa S. Whitman (2002)
Instructor

A.A., Sacramento City College
B.A., Portland State University
T.E.S.L., Portland State University
M.A., University of Oregon
M.P.A., University of North Carolina

Part-Time Faculty

Jacquelyn Bartron (1995)
Instructor

B.S., Eastern Oregon University
M.Ed., Eastern Oregon University

Cindy M. Batease
Instructor

B.S., Eastern Oregon University

Tina L. Beeck
Instructor

B.A., Iowa State University
M.A., University of Idaho

Rebecca Blair (2002)
Instructor

B.A., Northwest Nazarene College

Janet M. Bostwick
Instructor

B.A., Whitman College

David J. Clearman
Instructor

B.A., Whitman College

Shirley M. Deford-Heisey
Instructor

B.A., Walla Walla College

Rhea J. Farmer
Instructor

B.A., Eastern Oregon University

Susan G. Hollis-Shade
Instructor

B.A., University of Portland

Ingrid Larsen (1997)
Instructor

B.A., Brigham Young University

Amalee N. Lindquist

Instructor

B.S., Oregon College of Education

Ricardo Martinez
Instructor

Conalep College-Morelia, Mexico Centro
Mexicano Internacional

Brenda J. Mathis
Instructor

B.A., Eastern Oregon University

Vicki L. McClaran
Instructor

B.S., Oregon State University

Stacey A. Merrigan
Instructor

B.S., University of Idaho

Beth M. Mills
Instructor

B.S., California State University
M.S., University of Wyoming
Ph.D., University of Wyoming

Megan Montellano
Instructor

B.A., Portland State University

Carol J. Nevin
Instructor

B.A., University of Montana

Jodi Newton
Instructor

B.A., University of Oregon
M.A., Washington State University

Katherine Palmer (2000)
Instructor

A.S., Blue Mountain Community College
B.S., Eastern Oregon University
M.S., Oregon State University

Diane Pearson
Instructor

B.A., Albertson's College of Idaho
Ed.M., Wichita State University

Marjorie A. Prowant
Instructor

B.S., Ball State
M.A., Ball State

Amanda Pugh (2002)
Instructor

B.S., University of Oregon
M.L.S., University of Oregon

Kathryn M. Roberg
Instructor

B.S., Viterbo College
M.A., San Jose State College

Linda M. Stark
Instructor

A.A., Glendale College
B.A., University of California-Berkley

Mary Zuzel (1984)
Instructor

B.A., University of Washington

Directors, Coordinators, and Managers

Kate Barrett (1993)
Coordinator, Wallowa County COD
B.S., University of Minnesota

**Theresa E. Bosworth (1989) Director,
Financial Aid and Student
Employment**
A.A., Blue Mountain Community College
B.S., Eastern Oregon University

Brett D. Bryan (1993)
Supervisor, Coaches and MAC Center

Darcy A. Dauble (1989)
Director, Library
B.A., Willamette University
M.A., University of Denver

Valerie S. Fouquette (1993)
**Senior Director, Student and
Enrollment Services**
B.S., Portland State
University

Harvey L. Franklin (2005)
Director, Title III Project
A.S., Central OR Community College
B.S., Oregon State University
M.S., Oregon State University
Ph.D., University of Oregon

Karen Graybeal (2004)
**Academic Advising Coordinator
Early Childhood Education
Coordinator**
B.A., Washington State University

Diana L. Hammon (1989)
**Director, Instructional Operations and
Distance Education**
A.A., Blue Mountain Community College
B.S., Eastern Oregon University

Jennifer L. Hills (1994)
**Director, Apprenticeship Program
Coordinator, BMCC Union County**
B.S., University of Idaho
M.Ed., Eastern Washington University

C. Kelly Ketcham (2004)
**Director, TRiO Student Support
Services Program**
A.A., Trinity Western College
B.A., Trinity Western College
M.A., Trinity Western College

Jane L. Kilburg (1981)
Manager, JOBS Program
B.S., Oregon State University

Terri G. Meyer (2003)
**Coordinator, Grant County COD
Program**
B.S., University of Idaho
M.Ed., University of Idaho

Anne C. Morter (1993)
Coordinator, South Morrow County
A.A., Lane Community College
B.A., Eastern Oregon University

Theresa Pihl (1995)
Dual-Credit Coordinator
B.A., University of Portland
M.A., Washington State University

Steven H. Platt (1985)
Supervisor, Buildings and Grounds
A.S., Blue Mountain Community College

Anna R. Price (2001)
Director, Business and Operations
B.A., New Mexico State
M.A., New Mexico State

Becky L. Satter (1992)
Site Coordinator, JOBS Program
B.S., Northern State University

E. Karl Schrader (2004)
Manager, BMCC Bookstore
B.A., University of Washington

Amy Spiegel (1998)
**Coordinator, Services to Students
with Disabilities**
B.A., California State University-Long
Beach

Mary E. VanEtta (1994)
Director, Human Resources
A.A., Flathead Valley Community College

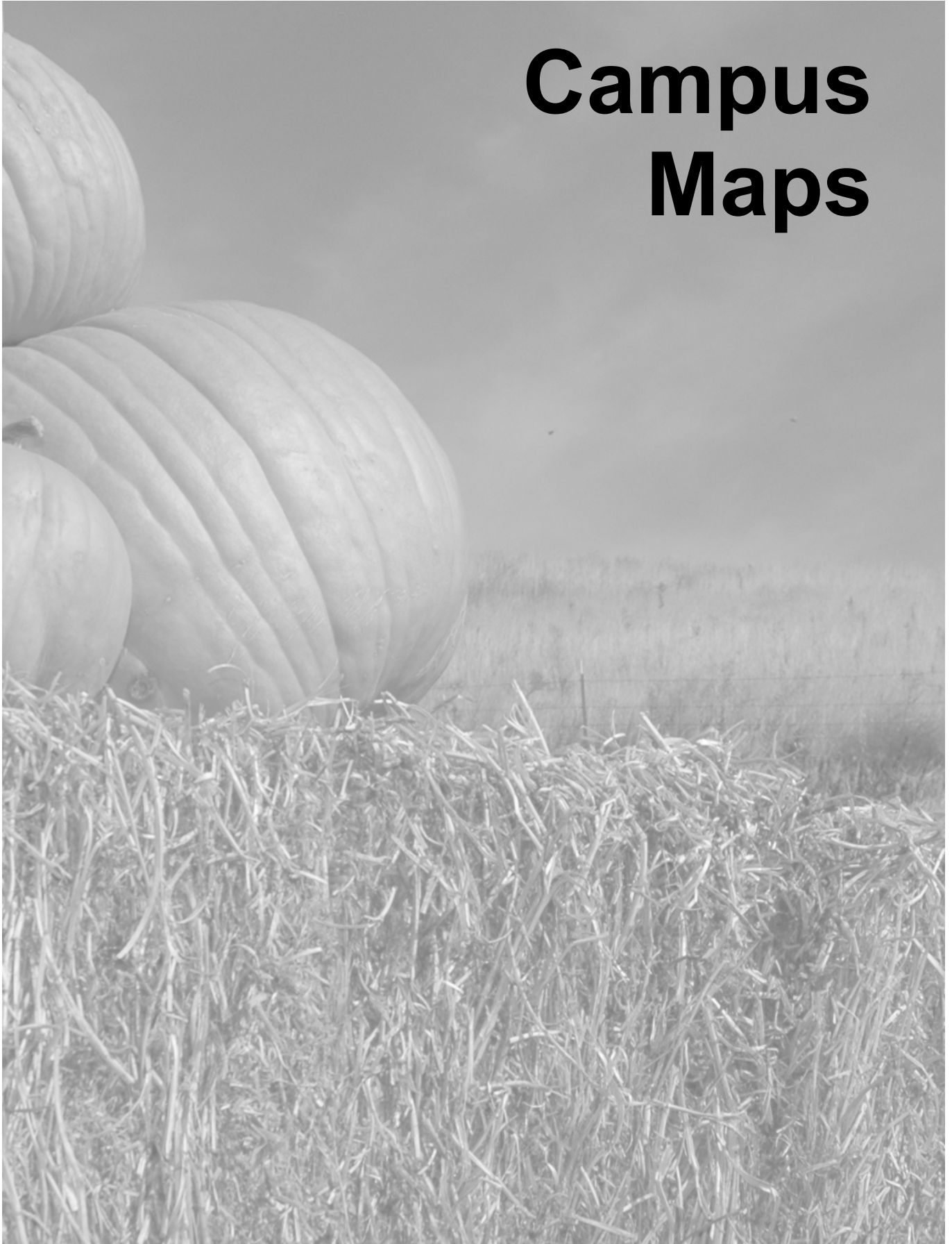
Larry Wilson (2005)
Director, Betty Feves Art Gallery

Jason S. Wood (2004)
**Director, College Preparatory
Programs**
B.A., Brigham Young University
M.Ed., University of Idaho

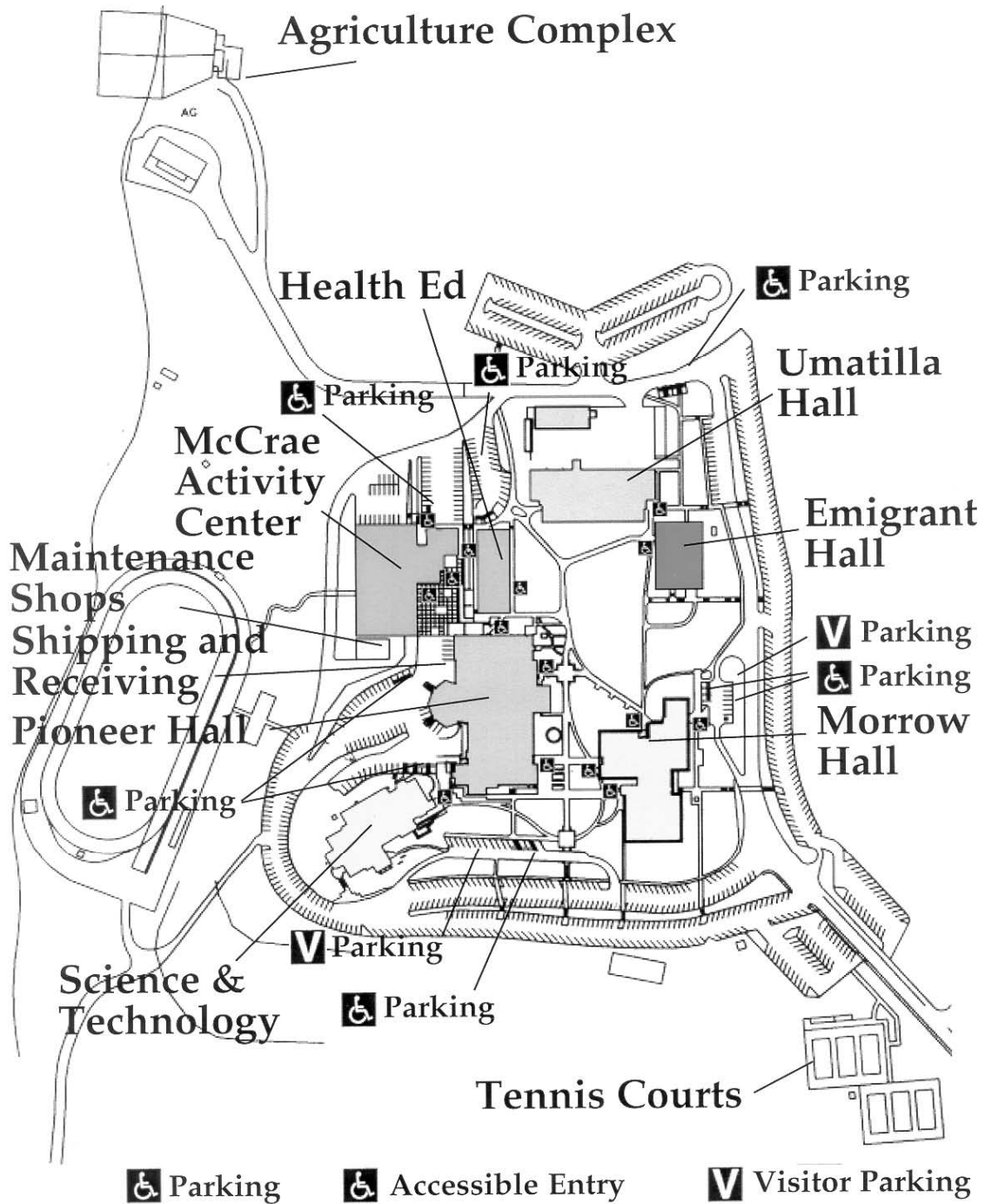
John R. Wooten (2004)
**Coordinator, Emergency Medical
Services**
A.A., Blue Mountain Community College

NOTES

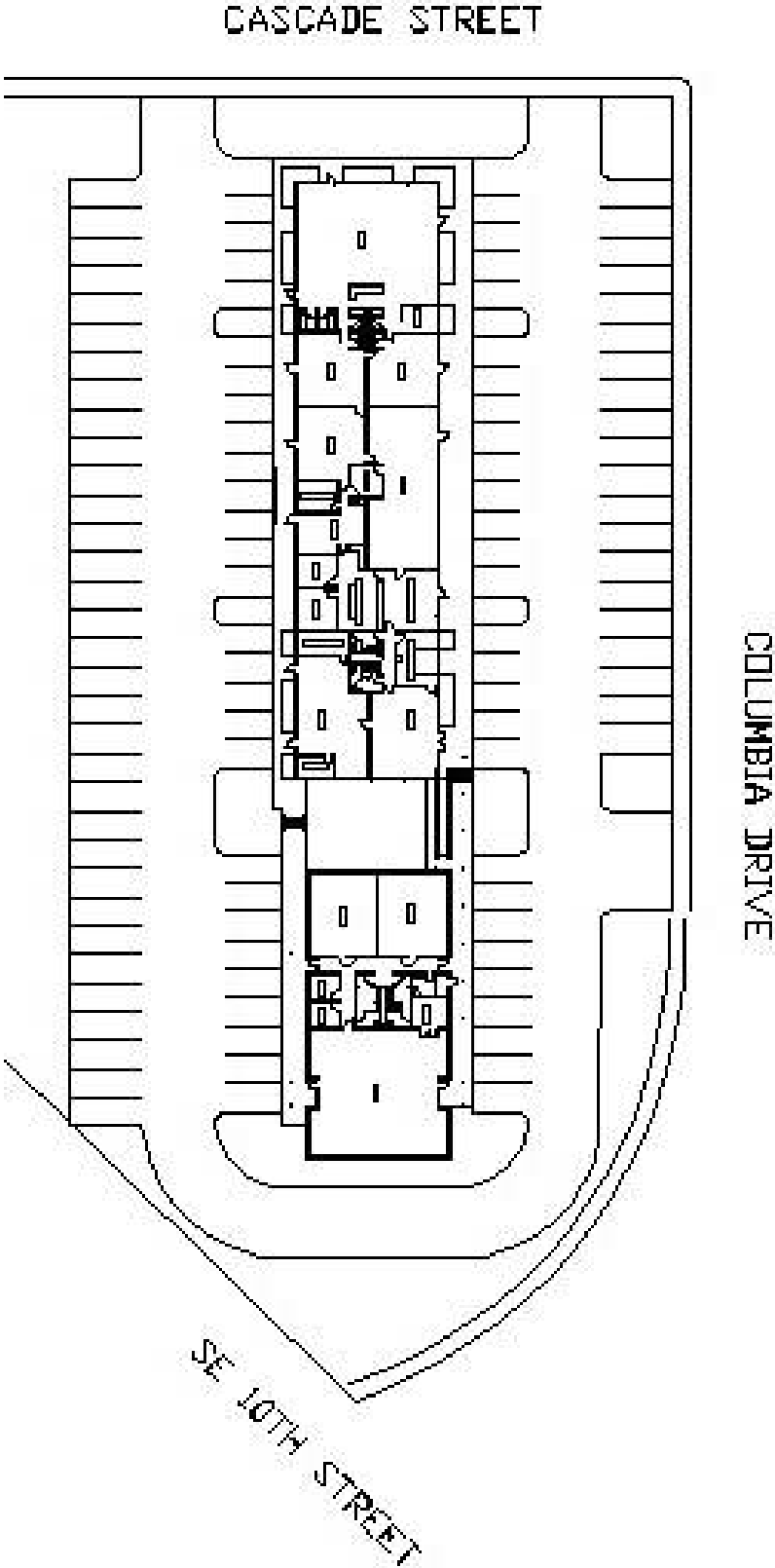
Campus Maps



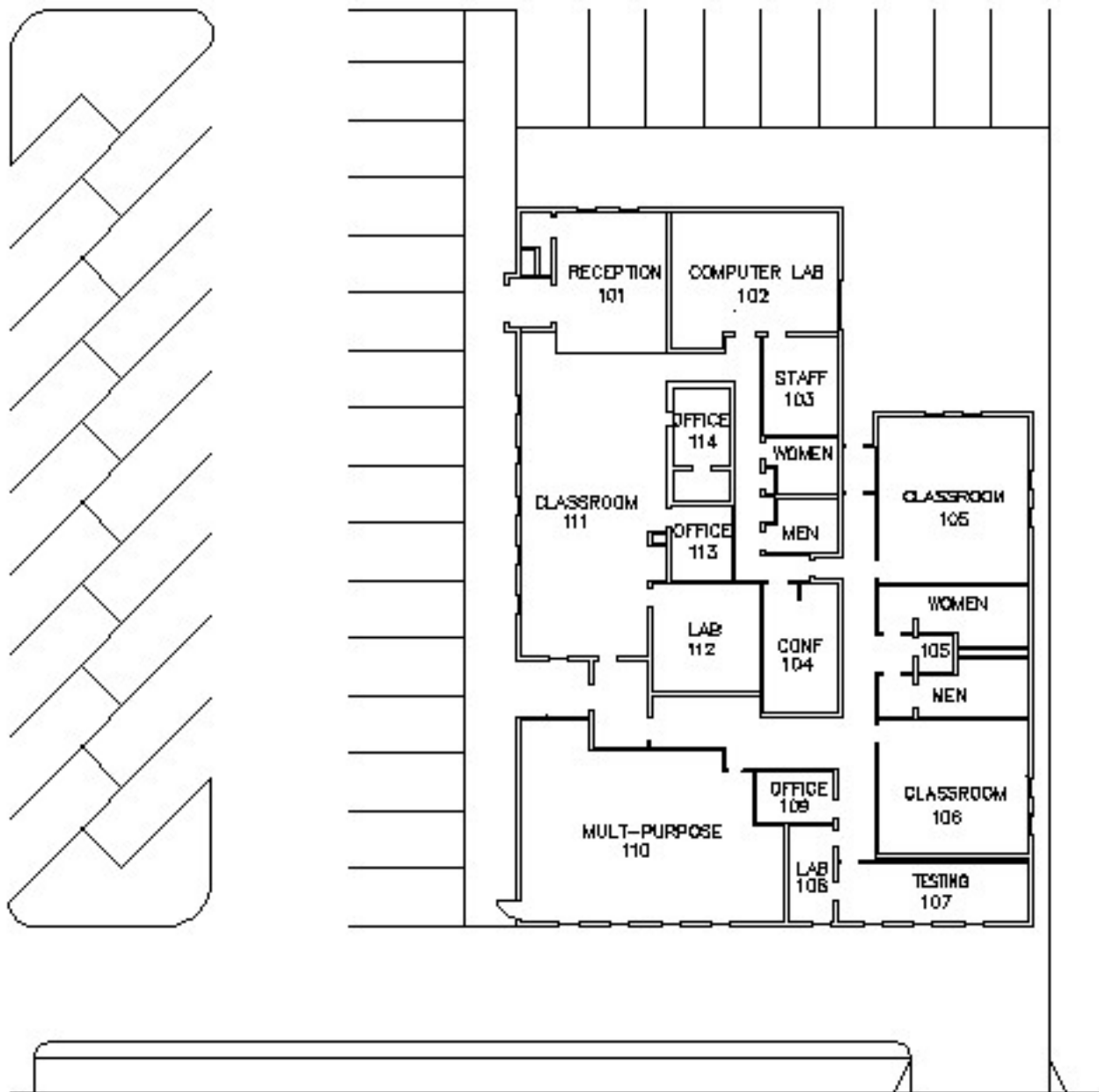
BMCC Pendleton Campus 2411 N.W. Carden Avenue



BMCC Hermiston Campus 980 SE Columbia Drive



BMCC Milton-Freewater Campus 311 N Columbia

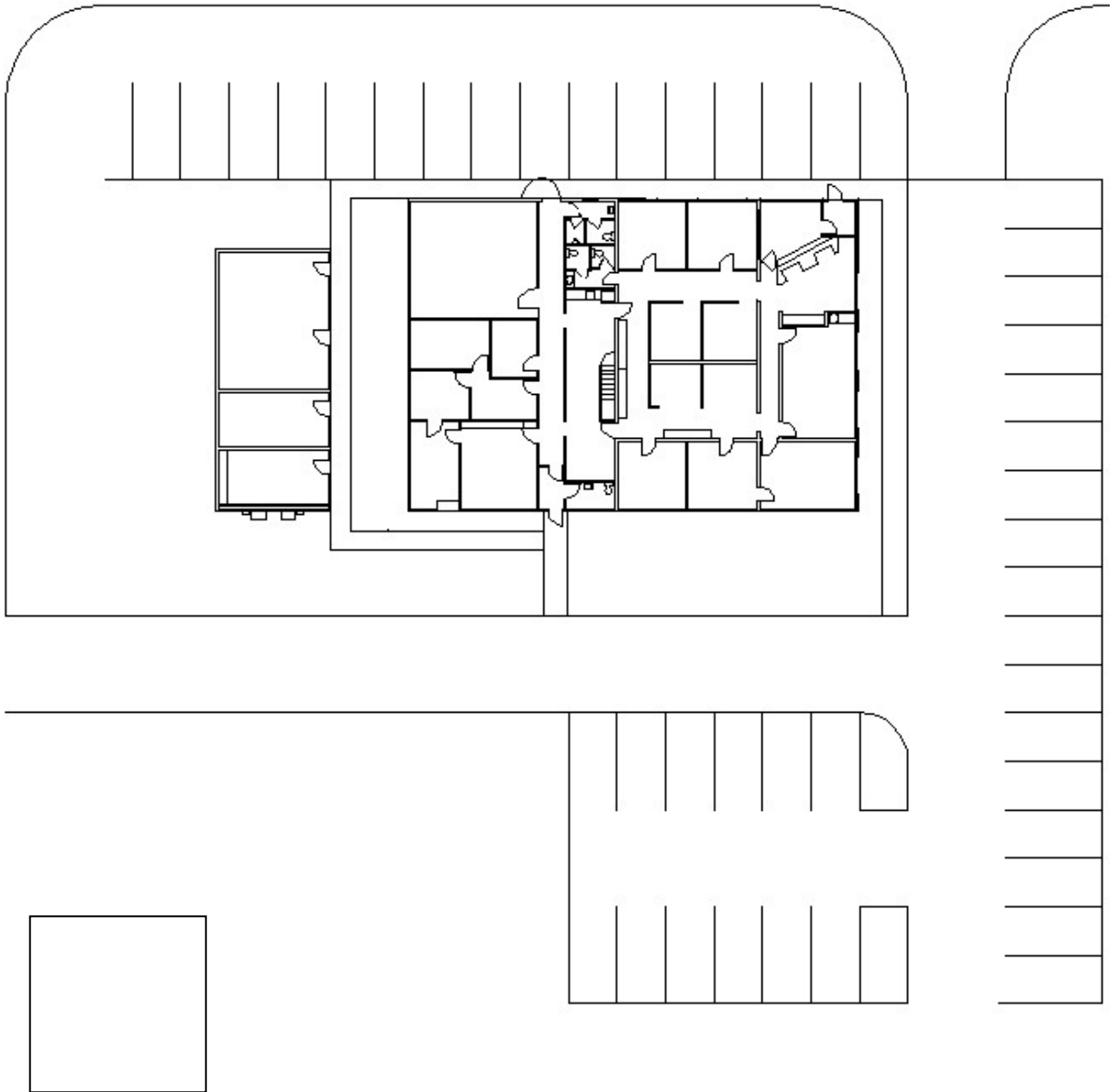


STATE HWY 11

BMCC Baker City Campus 3275 Baker Street

BAKER STREET

14TH STREET



Glossary

Terms Needed for College Success

A.A.O.T.: Associate of arts Oregon transfer degree. A *non-designated* block transfer degree, usually consisting of 90 credits and designed for the student who intends to transfer to a four-year college or university with the Oregon University System (OUS). *Students need to work closely with an academic advisor to plan their program of study at BMCC.*

A.A.S.: Associate of applied science degree. A non-transfer degree awarded to students who complete the requirements of a two-year program, usually a 93-credit designated program as outlined in the college catalog.

A.S.: Associate of science degree. A non-designated college-transfer degree designed for students whose program requirements do not fit A.A.O.T. degree patterns. This degree does not always “block transfer” to Oregon universities.

A.G.S.: Associate degree in general studies. A two-year, 90-credit program of study that yields a non-designated and non-transferring degree, although some, or possibly all, of the courses may be accepted by another institution of higher education.

(In every case above, students should verify course transferability for each program of study before transferring to another college or university. Even in Oregon, particular schools may have some differences in lower division credits required for their programs.)

Academic Advisor: An assigned BMCC faculty or staff member trained to assist the student in developing and managing the completion of the student’s program of study based on the documented assessments and declared educational goals within the student’s individual strategic action plan.

Academic Calendar: Start and end dates of the academic year and of each quarter. The calendar reflects deadlines and other information related to payment schedules, add/drop options, graduation applications, and grading policies.

Academic Record: The official listing of courses attempted and completed by a student at BMCC, including the credits accepted as a result of the BMCC Registrar’s evaluation of official transcripts from other institutions. This information is listed in the student management module of the integrated administrative system, WolfTrax and is accessible to the student through WolfWeb.

Academic Year: The four-quarter sequence beginning in summer and ending the following spring.

Academic Notification of Warning, Probation, and Suspension: An official process by which degree-seeking students who do not achieve satisfactory academic progress receive a specific level of notice whenever their term grade point average (GPA) falls below 2.00 or their cumulative GPA falls below 2.00. *See page 17 for detailed information.*

Advanced Placement (AP): The national exam for high school students that allows the granting of credit based on points earned and recorded on the official AP transcripts. Earned points of 4 and 5 are considered evidence that the student has mastered the equivalent of an introductory course in English and History at BMCC.

Articulation: The linkage of curriculum between two (or more) institutions through an agreement that the content and difficulty level of similar courses offered by each institution are equivalent and that students taking the articulated course at one institution will not need to repeat it when they transfer to the other institution.

Associate’s Degree: A degree granted to students who complete a specific program of study usually totaling 90 quarter credits or more. BMCC offers two transferable associate’s degrees; the associate of arts Oregon transfer (AAOT) and the associate of science (AS). BMCC also offers an associate of general studies degree (A.G.S.) and an associate of applied science degree (A.A.S.), as well as module and certificate programs in a variety of subjects. Individual courses taken to fulfill the requirements of any of these degrees or programs may be transferable to another college or university.

Audit: An enrollment status allowing course attendance but not requiring full participation in class activities; no credits are earned, and the course has no effect on GPA. See the *Grading System* section on page 15 for additional details.

BMCC Campus: BMCC's main campus is located in Pendleton.

BMCC Center: Within the Blue Mountain Community College system, four outreach centers serve the college's district, which includes Baker, Morrow, and Umatilla counties. Centers are located in Baker City (Baker County), Boardman (north Morrow County), Hermiston, and Milton-Freewater. A smaller office in Heppner serves south Morrow County.

Certificate Program: A specified program of study leading to an official award and notation on the transcript. BMCC awards certificates to students who complete certain professional/technical or postsecondary programs requiring less than two years of college study and who earn a GPA of no less than a 2.00, or C average.

Class Roster: The official list of students' names enrolled in a particular class.

Cohort: A group, regardless of size, of individuals that can be identified by at least one identifiable characteristic.

College Prep: An informal term for "college preparation" or "college preparatory" that usually refers either to BMCC's Department of College Preparatory Programs or to a program of study that prepares students for college-level coursework.

Competency: A specific skill in a specific area of study.

Contracts Out Of District (CODs): Within the Blue Mountain Community College system, there are three counties (Grant, Union, and Wallowa) that lie outside the BMCC district but that contract with the college for educational services. BMCC has COD offices in John Day, La Grande, and Enterprise.

Corequisite: A course or activity that is required to be taken simultaneously with the course described.

Core Curriculum: Courses required for a specific major. Courses in the core curriculum usually must be taken for a grade (pass/no pass is not allowed) to count toward degree requirements.

Course/Class: An organized unit of instruction within an academic discipline or subject of study, or one of the instructional subdivisions of a discipline or subject area.

Course Description: The paragraph in the course catalog that describes a course's emphasis and content; the description also may specify prerequisites, corequisites, recommended preparation, and credit hours.

Credit: A measurement of course work and time spent in an academic endeavor. One credit generally equates to fifty minutes (a clock hour) of instruction and two hours of preparatory work outside the instructional classroom each week, or the equivalent thereof. Credits and clock hours may vary depending upon the type of course.

Credit Load: The total number of credits taken in a given term.

CUESTE: (*pronounced "quest"*) Curriculum of Undergraduate Elementary and Secondary Teacher Education. CUESTE is a highly prescriptive teacher-education program at Eastern Oregon University (EOU) provided to students within their local community college districts in collaboration with the community college.

Curriculum: An organized program of study.

CWE: Cooperative work experience, a program of study in a work environment for which students, instructors, and participating businesses develop written training and evaluation plans to guide student development within specific programs. Students receive course credit for their work experience, whether or not they are paid a wage.

Designated Degree: A set of courses required for a specific degree in a professional/technical area. The A.A.S. degree is the only designated degree offered at BMCC.

Distance Education: The delivery of instruction to students located throughout the district, state, nation, and the world using a variety of technologies and telecommunications networks. Delivery systems include interactive television (ITV), video recorded instruction, online instruction, independent study, and hybrid courses.

Drop: The process of removing one's name from the class roster by the deadline listed on the academic calendar. This procedure results in a full refund. There is no record of the student's having ever registered for the class, and no grade is reflected on the transcript.

English as a First Language (EFL): Used primarily in a college preparatory setting to denote students whose native language is English.

English as a Second Language (ESL) or English Language Learner (ELL): Terms that denote students or a program for students who want to improve their English language proficiency in order to perform effectively in an academic, work, or community setting. Many college preparatory classes are structured specifically for ESL and ELL students.

Electives: Courses that students may choose to take, as contrasted with courses that are required for an academic program.

Emphasis: A concentration or specialization within a program or academic option that provides additional curricular focus. *An emphasis does not appear on a transcript except in the A.A.S. degree and certificate programs.*

Enroll: At BMCC, the word is synonymous with "registration," the process that adds a student's name to the official class roster.
Ethnic/Racial Group: An ethnic or racial category with which a person most closely identifies. Federal and state regulations require BMCC to report aggregated ethnic/racial information and other demographic statistics for its employees and students. The categories listed on federal reports are: American Indian/Alaskan Native, Asian/Pacific Islander, Black, Hispanic, and White. BMCC ethnic/racial reports also include "unknown" and "not reported" categories for students who may be of mixed race or heritage and do not identify with or select any of the categories as listed, who choose not to respond to the query, or who check "unknown" or "not reported" on the data collection form. These ethnic categories do not include international students, who are reported separately.

FAFSA: The federal form entitled "Free Application for Federal Student Aid." A completed FAFSA is required for students to be considered for federal financial aid. It is available in hardcopy from BMCC or at a local high school. It is also available online at www.fafsa.ed.gov.

Faculty: The group of employees whose primary assignment is instructional support of the academic mission.

Financial Aid Package: A combination of financial students support mechanisms (such as a scholarship, grant, loan, and work-study) determined by the BMCC Office of Financial Aid and Veterans' Benefits.

First-Generation College Student: Defined at BMCC as a student whose parents have not earned an associate's degree or higher.

First-Time Freshman: A student with fewer than 45 credits who has enrolled for the first time in college.

Full-time student: For most purposes at BMCC, and consistent with national definitions, a student who is enrolled in at least 12 credits in a term as of the FTE (full-time equivalent) reporting date established by the Oregon Community College Unified Reporting System (OCCURS). The financial aid definition may vary.

General Education (Gen. Ed.) Requirements: Courses in the conventional divisions of arts and humanities, social sciences, and math and science that provide students with a broad educational experience. General education courses are typically introductory in nature and provide students with fundamental skills and knowledge. Students seeking an A.A.O.T. or an A.A.S. degree from BMCC and/or planning to transfer to a four-year academic institution often take these required courses while attending a community college in preparation to transition successfully as a junior in pursuit of their baccalaureate degree.

Grade: A mark indicating a degree of academic accomplishment. A course is assumed to be letter-graded (A through F) unless otherwise indicated. Students may elect to take a letter-graded course on a pass/no pass (P/NP) basis by applying before the end of the fourth week of the term. Grades of P and NP do not count in a student's GPA and are not appropriate for all classes. See the Grading System section of this catalog for additional information.

Grade Point Average (GPA): A computation of work done at BMCC and at other academic institutions. Grade points are computed on the basis of: 4 points for each credit of A, 3 points for each credit of B, 2 points for each credit of C, 1 point for each credit of D, and 0 points for each credit of F. All assigned courses, regardless of curriculum, are included in the BMCC cumulative grade point average. To compute your GPA, take the number of points for your grade, multiply them by the number of credits for that class (for example, if you received an A for a four-credit class, you would have a total of 16

points), and divide the total points by total credits. All marks except A, B, C, D, and F are disregarded in the computation of grade point averages; however, some of these disregarded marks will affect financial aid and athletic eligibility. *Honors GPA and graduation are calculated differently (see below).*

Grant: An award of student financial support that does not require repayment and is based on financial need.

Honors: An official recognition of students with exceptional academic qualifications; such students may graduate with honors or high honors. For honors designation, students must have a cumulative GPA of 3.40 to 3.84 in all courses that meet degree requirements. The high honors designation requires a cumulative GPA of 3.85 or higher in all courses that meet degree requirements. The cumulative GPA calculation will include all courses taken at BMCC and other institutions as long as they apply to the degree requirements.

Hybrid Course: A class that uses multiple presentation options, such as a combination of interactive television (ITV) and videotapes.

Individual Strategic Action Plan (ISAP): The collection of assessment information and data for an individual degree-seeking student that drives the decisions involved in declaring a program of study and defining educational goals. The ISAP is used in conjunction with the expertise and advice of the student's assigned academic advisor.

In-State Resident: As defined for tuition purposes, a U.S. citizen or national whose primary residence is in Oregon, Washington, Idaho, Wyoming, Nevada, or California.

Interlibrary Loan Service (ILL): A service provided by the Library and Media Services Center through which BMCC's centers and students, as well as the general public, may obtain materials on temporary loan from other libraries nationwide.

International Student: As defined for tuition purposes, a person who is not a citizen or a national of the United States and who is in this country temporarily and specifically to obtain a postsecondary educational degree. BMCC assesses an international student the same rate of tuition as a student who is classified as a nonresident alien; an international student pays the same amount for fees and books as any other student.

Junior: Usually defined by four-year institutions as a student with 90 quarter credits of 100-level or higher course work.

Kiosk: A computer work station made available by BMCC to students for accessing the WolfWeb and all online resources.

Major: An extensive program of study in a designated subject area offered at four-year institutions; students seeking a bachelor's degree must declare a major and complete all of its requirements. *There are no majors offered at BMCC.*

Matriculation: Advancing through the educational process toward a goal, particularly related to enrolling in a college or university (for example, upon completing the A.A.O.T. degree at BMCC, a student may matriculate to Eastern Oregon University).

Minor: A field of specialized study secondary to a major that may be offered by an academic unit at a four-year institution. *There are no minors offered at BMCC.*

Non-Credit Enrollment: Course offerings in which no credit is awarded for completion; non-credit courses often serve to upgrade skills, maintain licensure, or gain personal enrichment.

Non-Designated Degree: A set of courses fulfilling general education requirements for a transfer degree leading to a baccalaureate degree or for the associate of general science degree, which offers a broad education as opposed to a major or career study program.

Nonresident Alien: A term used for tuition purposes to define a person who is not a citizen or a national of the United States and who is in this country on a temporary basis and does not have the right to remain indefinitely. The tuition rate for a nonresident alien is different from the resident tuition rate, but a resident alien student pays the same amount for fees.

Online Supplemental Instruction: Additional teaching and learning opportunities in English and Spanish that are offered through the Internet in support of the basic instructional activities of a particular course.

Oregon Transfer Module: A one-year program of study through which a student can complete most, but not all, general education requirements before transferring to a public four-year institution in Oregon.

Orientation: A mandatory activity for students that is intended to acquaint them with campus resources and thereby better prepare them for successful learning and navigation within the educational system.

Out-of-State Resident: A term used to assess tuition for a student who is a U.S. citizen or national whose primary residence lies outside Oregon, Idaho, Washington, Nevada, or California.

Outcome: A term used at BMCC and other institutions that defines institutional expectations and academic standards. Student-learning outcomes are specific statements defining the expected understanding, knowledge, and/or skill-set that a successful student will have obtained upon completing a course. All course syllabi at BMCC list expected student-learning outcomes.

Part-Time Student: For most purposes at BMCC, and consistent with national definitions, a degree-seeking student who is enrolled in fewer than 12 credit hours in a term as of the FTE (full-time equivalent) reporting date established by the Oregon Community College Unified Reporting System (OCCURS). The financial aid definition may vary.

Peer Tutor: A trained student who works with fellow students to provide, at no additional cost to the recipients, additional instruction in course work that he or she has completed with a grade of B or better.

Placement Test: An assessment of academic preparedness that helps place a student into a specific course addressing the particular skill level identified by the test. BMCC uses placement tests in math, reading, and writing to help ensure a student's success in college.

Preregistration: Allows students to register before the beginning of classes each term. Students should be in good academic standing and have no outstanding financial balance due from a previous term; otherwise they may be prevented from enrolling in classes or be removed from classes until such obligations are met.

Prerequisite: A course or instructional program that students are expected to complete successfully as a necessary requirement before they are permitted to enroll in another course or instructional program that is more advanced.

Quarter: Synonymous with the academic period often called a term at BMCC. There are four quarters in an academic year, beginning with the summer quarter and ending with the following spring quarter.

Registration: The process that adds a student to the class roster. At BMCC, registration is synonymous with the term enrollment.

Resident: For tuition purposes, a student whose primary residence is in Oregon; residents are charged in-state tuition. At BMCC, students who reside in Idaho, Washington, Nevada, and California are also considered residents.

Resident Alien: A person who is not a citizen or national of the United States and who has been lawfully admitted for permanent residence (and who holds alien registration receipt cards Form I-551/155). A resident alien is assessed tuition at the same rate as a citizen or national of the United States.

Scholarships: Financial support mechanisms awarded to students based on merit or merit plus need. Scholarships do not have to be repaid.

Sequence Courses: Two or more closely related courses in a discipline or subject area, taken in a specified order using chronological numbering.

Sophomore: A term usually used at four-year institutions to define a student who has earned 45 credits of 100 level or above coursework.

Staff: The category of employees whose primary assignment is administrative support of the academic mission.

Student Identification Number (SID): A unique, official identification number randomly issued by the college for each BMCC student that is used to record, access, and store academic records.

Student and Enrollment Services (SES): The college's administrative unit consisting of the following offices: admissions and records, advising, testing, financial aid and veterans' benefits, student employment, and services for students with disabilities. In addition, the Associated Student Government reports to the senior director for student and

enrollment services. The SES offices provide services to students in such areas as: official grades and transcripts; degree, credit, and transfer-transcript audits; international student services; academic achievement recognition; issuance of diplomas; satisfactory academic progress; student safety; student dispute resolution; student orientation; and emergency loans and other forms of financial assistance.

Subject Code: An alphabetical abbreviation used with a course number to indicate an academic subject area, such as MTH for math courses.

Supplemental Instruction: Face-to-face or online teaching and learning opportunities offered by instructors in addition to and in support of the classroom experience.

Syllabus: An outline of a particular course offering that communicates the course' content, learning objectives, and expected performance criteria for student grades.

Term: At BMCC, synonymous with the academic period often called a quarter. There are four terms in an academic year, beginning with the summer term and ending with the following spring term.

Transcripts: The official record of courses and grades attempted or completed by a student. Official transcripts must be ordered by the student from an academic institution's admissions and records office. Transfer transcripts are records from another school that BMCC uses for admission purposes or for evaluating a student's earned credits that may be accepted toward a program of study at BMCC. Students requesting transfer transcripts from another institution must arrange to have those transcripts sent directly to BMCC's Office of Admissions and Records in order for those transcripts to be considered official and to be used in assessing credits already earned. Unofficial transcripts from BMCC are available online through the student's account.

Transition: The process of a student's successful fulfillment of declared educational goals and subsequent advancement to another endeavor as a result of completing those goals. Transitions may occur, for example, from one academic level to the next, from a study program to a job, or from one institution of higher education to another.

TRiO Student Support Services: A federally funded student support program that provides services to help eligible students succeed in college. The project serves first-generation, low-income, or disabled students who are seeking a college degree and who hold U. S. citizenship.

Tuition and Fees: The total mandatory charges assessed students for enrolling in the institution each term.

Tutor: A person with expertise in specific subject areas to assist students in understanding concepts taught in the classroom. Tutors are available free to the students at most BMCC locations, though they may be available to help only in specific academic areas.

Withdraw: The process of filing the required paperwork when a student abandons an attempt to earn the credits associated with a given course. Both the course and a grade of W appear on the student's transcript. The grade of W is not calculated for GPA; however, a W may affect a student's financial aid.

WolfTrax: BMCC's software system that manages the college's academic activities, records, procedures, and processes.

WolfWeb: The Internet-based resource that provides BMCC students online access to all of their BMCC information.