



TREASURE VALLEY
COMMUNITY COLLEGE

2014-15

COLLEGE CATALOG



www.tvcc.cc

Treasure Valley Community College

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Academic Calendars

Fall Quarter 2014

May 19	Registration for Fall Begins
August 4	Payments Due
September 1	Labor Day Observed (college closed)
September 15-19	TVCC In-service Week for Faculty and Staff
September 22	Fall Term Begins
September 23	Last Day to Register without Instructor Approval
October 3	Last Day to Receive a Refund (must officially withdraw)
October 17	Last Day to Drop Classes Without a "W", Declare an Audit or Request "S" or "U" grades
November 5	Advising Day for Winter Quarter (No day classes will be held 8:00 am – 4:00 pm)
November 10	Registration for Winter Begins for New Students
November 11	Veterans Day Observed (college closed)
November 14	Last Day to Withdraw from Classes without Responsibility for Grades
November 26	No Classes (college open until 3:00 pm)
November 27-28	Thanksgiving Observed (college closed)
December 8-12	Final Exam Week
December 15-January 2	Winter Vacation
December 22-26	Christmas Observed (college closed)
January 1, 2015	New Year's Day Observed (college closed)

Winter Quarter 2015

December 1	Payments Due
January 5	Winter Term Begins
January 6	Last Day to Register Without Instructor Approval
January 16	Last Day to Receive a Refund (must officially withdraw)
January 19	Martin Luther King Day Observed (college closed)
January 30	Petitions for Graduation Due
January 30	Last Day to Drop Classes Without "W", Declare an Audit or Request "S" or "U" grades
February 16	President's Day Observed (college closed)
February 24	Advising Day for Spring Quarter (No day classes will be held 8:00 am – 4:00 pm)
February 27	Last Day to Withdraw from Classes Without Responsibility for Grades
March 2	Registration for Spring Begins for New Students
March 16-20	Final Exams
March 23-27	Spring Vacation

Spring Quarter 2015

March 2	Payments Due
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Treasure Valley Community College

Academic Calendars

March 13	TVCC Foundation Scholarship Priority Deadline for 2015-2016
March 30	Spring Term Begins
March 31	Last Day to Register Without Instructor Approval
April 6	Summer registration begins
April 10	Last Day to Receive a Refund (must officially withdraw)
April 24	Last Day to Drop Classes Without "W", Declare an Audit or Request "S" or "U" grades
May 12	Advising Day for Summer and Fall Quarters (No day classes will be held from 8:00 am – 4:00 pm) Advising 8:00 am – 2:00 pm
May 12	TVCC Success Summit (college closed from 2:00 – 4:00 p.m.)
May 18	Registration for Fall Begins for New Students
May 22	Last Day to Withdraw from Classes Without Responsibility for Grades
May 25	Memorial Day Observed (college closed)
June 8-12	Final Exam Week
June 12	Commencement

*Any changes in the calendar will be updated on the webpage, http://www.tvcc.cc/academics/academic_calendar.cfm.

**Registration dates are subject to change. Refer to http://www.tvcc.cc/academics/academic_calendar.cfm for any changes.

***Submission of a student FAFSA does not complete the student financial aid file. Files are considered complete only when all verification documents have been received, and an award letter has been issued.

Treasure Valley Community College is an equal opportunity educator and employer.

Admissions Checklist

Ontario, Oregon Campus

- APPLY FOR ADMISSION ONLINE**
Fill out an application online at www.tvcc.cc using the Apply now! link.
- APPLY FOR FINANCIAL AID**
Apply at www.fafsa.ed.gov or call (541) 881-5833.
- TAKE THE COMPASS PLACEMENT TEST**
Call (541) 881-5798 for hours of operation, or go online at www.tvcc.cc/testing to view and print current testing schedule and information. No appointment necessary.
- ATTEND AN ADVISING AND REGISTRATION SESSION**
Call (541) 881-5822 or (541) 881-5815 to make an appointment.
- SUBMIT OFFICIAL TRANSCRIPTS**
If you have previously attended other schools, colleges, or universities, submit an official transcript from each institution to:TVCC Admissions, 650 College Blvd, Ontario, OR 97914.
- PAY TUITION AND FEES**
Check for tuition due dates at www.tvcc.cc or call (541) 881-5815 for payment options.
- BUY BOOKS AT THE TVCC BOOKSTORE**
Call (541) 881-5750 for more information, phone orders, and hours of operation.
- APPLY FOR HOUSING**
Visit <http://studentlife.tvcc.cc>, or call (541) 881-5782 for more information.
- GET YOUR FREE PHOTO ID**
ID cards are issued at the Library. For library hours, visit <http://www.tvcc.cc/Library/>.

Caldwell, Idaho Center

- APPLY FOR ADMISSION ONLINE**
Fill out an application online at www.tvcc.cc using the Apply now! link.
- APPLY FOR FINANCIAL AID**
Apply at www.fafsa.ed.gov or call (541) 881-5833.
- TAKE THE COMPASS PLACEMENT TEST**
Call (208) 455-6835 for hours of operation, or go online at www.tvcc.cc/testing to view and print current testing schedule and information. No appointment necessary.
- ATTEND AN ADVISING AND REGISTRATION SESSION**
Call (208) 454-9911 for an appointment.
- SUBMIT OFFICIAL TRANSCRIPTS**
If you have previously attended other schools, colleges, or universities, submit an official transcript from each institution to:TVCC Admissions, 650 College Blvd, Ontario, OR 97914.
- PAY TUITION AND FEES**
Check for tuition due dates at www.tvcc.cc or call (208) 454-9911 for payment options.
- BUY BOOKS AT THE TVCC BOOKSTORE**
Call (208) 454-9911 for more information, phone orders, and hours of operation.
- GET YOUR FREE PHOTO ID**
ID cards are issued at the Caldwell Center. Call (208) 454-9911 for days and times ID cards are issued.

Notice of NonDiscrimination

It is the policy of the Treasure Valley Community College Board of Education and the College that there will be no discrimination or harassment on the grounds of race, color, sex, marital status, sexual orientation, religion, national origin, age or disability in any educational programs, activities or employment.

Lack of English language skills will not be a barrier to admission and participation in career and technical education programs.

Persons having questions about equal opportunity and nondiscrimination should contact the Human Resources Director located in the Student Services Center on the south side of the Four Rivers Cultural Center building, or call (541) 881-5835 or TDD (541) 881-5839.

Section 504 coordinator: , 541-881-5812. Student Intervention Specialist, Disability Services Coordinator. TVCC Barber Hall,650 College Blvd., Ontario OR 97914

Title II coordinator: Rachel Anderson, 541-881-5590. VP of Academic Affairs. TVCC Barber Hall, 650 College Blvd., Ontario OR 97914

Title IX coordinator: Ed Aronson, 541-881-5875. Director of Athletics. TVCC, Easley Gymnasium, 650 College Blvd., Ontario OR 97914

This catalog is published for informational purposes, and every effort is made to ensure accuracy at the time of printing. However, the provisions in this catalog are not to be regarded as an irrevocable contract between the student and the college. Treasure Valley Community College reserves the right to change any provision or requirement at anytime. Students are advised to study the class schedule and to work closely with a counselor or advisor.

President's Message

Welcome from the President

On behalf of the entire faculty and staff, I would like to welcome you to Treasure Valley Community College. I hope your decision to join the students who take classes will provide you with opportunities for academic and personal growth. As a student on our main campus in Ontario, one of our off-campus sites in Caldwell, Burns, Lakeview or Nyssa, or a distance student who participates via the internet from home, we hope you'll discover just what a great choice you've made!

Whether your educational goals include earning your associate's degree and then transferring to a four-year college; completing a technical certificate; taking courses for personal or professional enrichment; or completing your GED, you will find our dedicated faculty and staff eager to serve you and to share in your excitement.

Alumni and current students regularly tell us that some of the things they like best at TVCC are the small class size, friendly and supportive faculty and staff, and the personal attention they receive during their studies here.

TVCC is also engaged with the communities we serve, and with businesses and industry to promote economic and workforce development. Developing a highly skilled workforce is a critical component of ensuring vitality for our local communities and our nation. Our job is to ensure all Treasure Valley Community College students have every opportunity to acquire the skills and knowledge necessary to achieve their dreams and career goals.

This catalog not only provides information about our extensive program offerings to help you plan your goals, it also includes information about student services and other opportunities.

We understand that individual needs vary when planning career schedules, and an education at Treasure Valley Community College has never been more convenient with day, evening, and online classes.

Choosing to attend TVCC is a great first-step for improving your future. Part of that success, though, depends on your willingness to take advantage of the programs and services your community college has to offer. Please feel free to contact us and let us know how we can help make your experience at Treasure Valley Community College all that you want it to be!

Best wishes to you for a successful academic year!

HELPFUL CONTACTS

Ontario Campus	541.881.8822
Caldwell Center	208.454.9911
Admissions	541.881.5811
Advising	541.881.5815
Financial Aid	541.881.5833
Veteran's Services	541.881.5805

Step 1 - Apply for Admission

- Visit the Admissions Office in the Student Services Center, or call 541-881-5822.

Step 2 - Arrange for Financial Aid, if Needed

- Visit the Financial Aid Office in the Student Services Center, or call 541-881-5833.

Step 3 - Determine Placement in Reading, Math, and Writing

- Visit the Testing Center in the Four Rivers Cultural Center, or call 541-881-5798.

Step 4 - Talk with an Advisor and Register for Classes

- Visit with an Advisor in the Student Services Center, or call 541-881-5815.

Step 5 - Pay for Classes

- Visit the Business Office in the Student Services Center, or call 541-881-5815.

Step 6 - Plan for Success

- Visit with an Advisor in the Student Services Center, or call 541-881-5815.

ADMISSIONS CRITERIA

General Admission

The college has an open door admission policy and welcomes all students who can benefit from the instruction offered, regardless of educational background. Any student wishing to enroll in classes should complete an application for admission found online at www.tvcc.cc/future/admissions/ or at the Student Services Center. [Click here](#) for the admission process checklist.

Degree Seeking Students

Unrestricted admission is open to adults who have a high school diploma (or equivalent) or whose high school class has graduated. Other applicants may have to meet special requirements and should contact Admissions for more information.

Restricted Admissions

The following instructional programs have special application procedures and requirements that must be met prior to enrollment:

- [Aviation Technology: Helicopter](#)
- [Emergency Medical Technician](#)
- [Nursing](#)

Use the links above to access further information on programs with special application procedures.

Students Not Seeking a Degree or Certificate

Students not seeking a degree or certificate may register during open registration periods and do not need to submit official transcripts from other institutions attended. See the quarterly schedule for information about registration dates.

DUAL CREDIT PARTNERSHIP PROGRAMS

Treasure Valley Community College provides opportunities for area high school students to earn TVCC credits while still in high school. Classes are taught on the high school campus by qualified high school instructors.

College Choice

Treasure Valley Community College offers local high school students the opportunity to enroll in one college course each quarter - without the expense of tuition. Advisors in the Student Services Center can help students with class selections. Students can make an appointment with one of the advisors or drop in at the Student Services Center during regular business hours.

Students meeting the criteria for the program can register, on a space available basis, one week before each quarter.

Col-Cred

The COL-CRED (College Credit) program at Treasure Valley Community College is a collaborative educational venture in partnership with area high schools. It is a unique opportunity for high achieving students in Oregon and Idaho to earn college credits while still enrolled in high school.

COL-CRED classes are usually those that meet general education requirements for Oregon and Idaho universities. They are introductory in nature and meet the basic core requirements offered during the college freshman year.

HIGH SCHOOL PARTNERSHIP

The College values partnerships with local high schools to provide students with a seamless education. Specific information on high school relations and enrollment procedures is available in Admissions or on the TVCC website.

TECH-PREP 2+2

Students earn college credits at a reduced cost without leaving their high school. For more information call (541) 881-5594, or check with your local high school counselor for further information about this program. Information is also available through the [Career and Technical Education](#) department.

IMMUNIZATIONS

Oregon law requires all community college students enrolled in allied health programs, early childhood education, or intercollegiate sports to show proof of measles, mumps, and rubella vaccination. A select number of courses and programs at TVCC have the potential to expose students to Tuberculosis, Hepatitis-B Virus and Human Immunodeficiency Virus. Therefore, these courses will require students to provide proof of HBV and/or TB inoculation.

INTERNATIONAL STUDENTS

Admission for International Students

TVCC welcomes international students and offers a personal, supportive learning environment. International students seeking admission must provide the following:

- Proof of completing a high school diploma or equivalent
- Proof of age - International students must be at least 18 years of age
- A completed TVCC Application
- Official transcripts from all previous high schools, colleges, or universities
- An original, current bank statement with a balance equal to the cost of one year of tuition, fees, and living expenses
- Proof of health insurance
- Evidence of English language proficiency. This should be furnished by all applicants whose native language is not English

**Examples of methods for demonstrating English proficiency are shown below:

- An official TOEFL score of at least 173 on the computer version or at least 500 on the written version
- Graduation from a U.S. high school

- Completion of an ESL (English as a Second Language) Program

An international student who is transferring from another college must also submit:

- Photocopy of all previously issued I-20's
- Photocopy of the I-94 card and picture page from passport
- Completed transfer eligibility form from the previous school

Mail or fax (541) 881-5807 all international admissions documents to:
International Admissions Coordinator
Treasure Valley Community College
650 College Boulevard
Ontario, Oregon, US 97914

UNDERAGE STUDENTS

Students under the age of 18 who have not graduated from high school or have a GED need to complete an underage enrollment application available at the Student Services Center. Underage students must obtain permission from their high school or Educational Service District, or show proof of release from compulsory education. Students and their parents must meet with the Dean of Student Services and complete the admissions process before registering for classes.

About TVCC

WHO WE ARE

Treasure Valley Community College - operating under the authority of Chapter 341 of the Oregon Revised Statutes, is committed to serving all constituents within its district and service area. The College opened in the fall of 1962. Classes were originally scheduled at Ontario High School during the late afternoon and early evening. The first TVCC commencement was held the following spring when students enrolled in the Licensed Practical Nursing program graduated.

Beginning with a solitary building, TVCC moved to its present location in 1965. Several buildings were added over the years and today there are 13 major buildings on campus. The enrollment has increased significantly since the early days, and the college now serves 9,000 students annually. Growth has not altered the TVCC approach to education. Caring, competent instructors and staff welcome all students to excellent, affordable educational opportunities in a pleasant rural setting. The College continues to grow and flourish, always seeking to meet the needs of its community.

COLLEGE BOARD

BOARD OF EDUCATION

The Board of Education has primary authority for establishing policies governing the operation of the college and for adopting the college's annual budget. The board's charge is to oversee the development of programs and services that board members believe will best serve the needs of the people of the Treasure Valley Community College district.

Among the board's primary functions are selecting the president of the College, developing and sustaining the philosophy and policies of the College, setting the costs of tuition and fees, adopting the annual budget, and approving plans for developing and maintaining the physical plant.

COLLEGE HISTORY

Treasure Valley Community College, operating under the authority of Chapter 341 of the Oregon Revised Statutes, is committed to serving all constituents within its district and service area. The College opened in the fall of 1962. Classes were originally scheduled at Ontario High School during the late afternoon and early evening. The first TVCC commencement was held the following spring when students enrolled in the Licensed Practical Nursing program graduated. Since then TVCC has grown to 14 major buildings, including the Laura Moore Cunningham Science Center, which officially opened its doors in 2013.

Growth has not altered the TVCC approach to education. Caring, competent instructors and staff welcome all students to excellent, affordable educational opportunities in a pleasant rural setting. The College continues to grow and flourish, always seeking to meet the needs of its community.

The rural campus occupies 90 acres on the western edge of the Treasure Valley. The nearby Four Rivers Cultural Center houses the Meyer-McLean theater used by the college to present plays, concerts, and for other purposes.

TVCC also provides outreach services in Harney County at the Burns Outreach Center, the Warner Creek Correctional Institution in Lakeview, and at the Snake River Correctional Institution in Ontario.

THE ONTARIO CAMPUS

The 90 acre campus sits near the center of Ontario, Oregon, providing easy access for city residents. Major campus attractions include residence halls, a professional-technical complex, a gymnasium/athletic complex and opening January 2013 a state of the art science center. The College is also the site of

the Malheur County/Oregon State University Extension Service and the Eastern Oregon University Outreach Center.

Students at TVCC have easy access to shopping areas, movie theaters, restaurants, and a number of cultural and recreational facilities. Ontario maintains a small-town atmosphere while serving as a commercial, recreational, medical, and industrial center for Malheur County and the surrounding area. The city is located in the Treasure Valley, near the Snake River and little more than a mile from the Idaho border. Boise is 55 miles away and brings a cosmopolitan flavor to the valley. The area is well known for outdoor activities. Students can quickly drive to excellent skiing, hunting, fishing and hiking sites.

The Heinz Ore-Ida Sports Complex, located at TVCC, is a top local venue for team sports such as baseball, softball, tennis, and soccer. Many regional school and community athletic events are held at the complex.

The Four Rivers Cultural Center (FRCC) and museum opened its doors on the TVCC Campus in 1997. This first-class facility also houses the Student Services Center, the Testing Center, the Performing Arts department, and the College Bookstore. The performing arts center, with a seating capacity of more than 600, is a major part of the complex.

The FRCC can host large conferences and community events. It is dedicated to enhancing the appreciation and respect for all cultures. The contributions of early settlers to the region are featured, including those from ethnic groups such as the Basques, Japanese Americans, Northern Paiutes, and Hispanics. The Horace and Roa Arment Indian Artifact Collection is maintained and displayed at the Four Rivers Cultural Center. The display features a variety of arrowheads, stone tools, and other artifacts of native American culture.

CALDWELL CENTER

The Caldwell Center is a satellite of TVCC and has provided a progressively diverse range of courses to southwest Idaho residents since 2003. Courses offered through the Caldwell Center include college preparation, college transfer and professional-technical classes. Students at the Caldwell Center are typically enrolled in courses leading to a degree, with the majority of students planning to transfer to a four-year college or university in Idaho or Oregon.

The Caldwell Center offers a broad menu of student services which include academic advising, placement testing, class registration, financial aid assistance, and career planning. In addition, students have free access to tutorial support as well as student activities. The relatively small size of the Caldwell Center allows students to experience a personal, supportive learning environment. Classes are scheduled throughout the day between 8:00 a.m. and 9:00 p.m. Classes are offered in traditional classrooms, via an interactive classroom connected with the Ontario campus, and over the web. Students may take classes at both the Caldwell Center and the Ontario campus.

TVCC's new Caldwell Center is located on the banks of Indian Creek in downtown Caldwell, at 205 S. 6th Ave - at the intersection of Blaine and 6th.

COMMUNITY OUTREACH CENTER

The college provides outreach services throughout the region. Outreach centers are located in Harney County at the Burns Outreach Center, Warner Creek Correctional Institution (WCCI), and at the Snake River Correctional Institution (SRCI) located in Ontario.

Outreach centers or sites provide services and classes in a variety of ways:

- Traditional classes are presented at specifically scheduled times and locations with an approved instructor.
- Non-traditional open entry/open exit classes or flexible schedules allow students to work at home or at a designated outreach center at their convenience.
- Distance Learning classes utilize computer or video technologies. A wide range of courses are offered in a variety of formats.

TVCC IS ABOUT LEARNING

GENERAL EDUCATION LEARNING OUTCOMES

As the heart of a whole education, General Education learning outcomes are integrated into all degree programs. It is the part of the college's program that serves as the common core of each student's education, providing aspects of the college's program that are aimed at helping each graduate enjoy a lifelong process of inquiry and decision-making as a citizen of many complex and diverse communities. Students will be continually assessed during their academic career at TVCC. The General Education core curriculum is designed to help students develop and improve in the following ways:

Communication

Students will communicate effectively orally and in writing, using appropriate language and modality.

Critical Thinking

Students will explore, reach, and support appropriate conclusions through the analysis, synthesis and evaluation of information and varying opinions.

Quantitative Reasoning

Students will problem solve with appropriate technology, using data, graphs and symbols.

Attitudes and Values

Students will demonstrate personal responsibility for their learning and will respect the influences of diverse cultural perspectives.

MISSION STATEMENT

TVCC is a comprehensive community college providing quality educational opportunities and cultural enhancement in a financially responsible manner throughout our service area.

VISION STATEMENT

TVCC will be an excellence-driven institution with a global perspective that continues to offer quality programs as an evolving model rural comprehensive college.

GOALS

Looking to its community as both a resource for and a beneficiary of its programs, TVCC seeks to fulfill its mission by:

- providing college-university lower division courses for students to obtain an Associate's Degree, or transfer to a four year institution;
- providing professional-technical courses and programs designed to:
 - prepare students for immediate employment
 - update and/or retrain for the changing workforce
 - prepare for career advancement
- providing developmental education courses necessary to acquire basic skills needed for personal success, high school completion, or entry into academic or professional-technical programs;
- reaching out to the communities by responding to their needs for lifelong learning, continuing and community education;
- facilitating growth and development of students by providing personal and support services to meet individual needs to maximize student success;
- developing and supporting activities and facilities for the civic, cultural, social, and recreational interests of the students and the community.

ACCREDITATION

The College is accredited by the Northwest Commission on Colleges and Universities. This institutional accrediting body is recognized by the Council

for Higher Education Accreditation and the U.S. Department of Education. The seven elected members of the TVCC Board of Education serve staggered four-year terms. The Board sets policy that governs all activities and programs of the college; including property, personnel, and finances. The Board approves the annual budget, staff, and curriculum.

FACULTY

Faculty is composed of approximately 49 full-time instructors and numerous part-time instructors. Instructors of transfer courses have a scholarly background in their major field and have earned a Master's degree or higher. Faculty in professional-technical programs have a rich background which combines education with practical, on-the-job experience. All faculty and staff are encouraged to continue professional development. Faculty members also advise students and help them develop educational plans. Many faculty members donate several hours a week to assist in student activities, clubs, and special events. Part-time instructors serve in nearly every instructional program and are an integral part of the TVCC success story.

STUDENTS

TVCC serves over 9,000 students annually. Most of the students are from Oregon or the neighboring Idaho communities. The largest group of students is 18-23 years old but many older returning adults are also served. About 40% of the students take courses for academic transfer. More than 25% enroll in one of the many professional-technical programs offered. Other students enroll for personal enrichment, professional development, or the skill preparation necessary to enter an academic or professional-technical program. More than 55% of the students attending TVCC are women.

Because TVCC is a small college, the emphasis is on individual learning. Faculty involvement, small classes, student activities, and individualized attention contribute to an appealing academic and social atmosphere where students succeed.

FOUNDATION

Founded in 1963, the TVCC Foundation is a charitable nonprofit organization that supports TVCC by generating private funds for college programs. Managed by a board of directors comprised of community and business leaders, the Foundation secures and manages funds for scholarships, equipment, facilities, and programs.

For information on the TVCC Foundation, contact the Executive Director at 541-881-5585.

Scholarships for varying amounts based on a variety of criteria are provided by the Foundation. For a complete list of scholarship opportunities, please contact the TVCC Foundation at the number listed above.

PAYMENT

Payment in full or payment arrangements must be made by the payment due date. Tuition rates and payment due dates are published in the quarterly schedule. Students may pay with cash, check, Visa, or Mastercard, and may arrange for a payment plan by visiting or contacting the Business Office.

The amount of tuition students pay is determined by the number of credits taken and residency. There are additional fees attached to tuition. A detailed description of tuition and fee rates is found in the quarterly schedule.

Students should not assume they will not be charged for classes if they do not attend - it is solely the student's responsibility to withdraw from classes. There is a 100% refund available for the first two weeks of the term (excluding summer), and any student may take advantage of the refund period by completing a withdrawal form. More information about money matters may be found in "Money Matters".

FINANCIAL AID

A variety of services and resources are offered through the TVCC Financial Aid department designed to help students locate and secure funding for college. TVCC Financial Aid administers student aid from three major sources - federal aid, state aid, and institutional aid. TVCC Financial Aid also coordinates the receipt and distribution of a variety of outside sources of student financial aid.

Types of Student Aid Available

Grants, scholarships, tuition waivers, work programs, and student loans are the most common types of financial aid awarded to students. Grants are awards that are usually based on need and do not have to be repaid upon completion of a degree.

- Scholarships are gift aid which may be based on academic achievement, particular skills, talents, abilities or interests, and may or may not be based on financial need. Most scholarships do not have to be repaid.
- Tuition waivers are similar to scholarships but do not represent actual cash. Rather, tuition waivers are a cancellation of part or all of the quarterly tuition charges.
- Work programs such as Federal Work Study are need-based awards and are designed to provide students with employment opportunities to help meet the cost of education.
- Loans are borrowed funds used to help pay educational expenses. Loans must be paid back. A variety of loans, both need-based and non-need based, are available to students and their parents.

How to Apply for Financial Aid

Student Services Center (541) 881-5833

Federal Aid - All students may complete the Free Application for Federal Student Aid (FAFSA) on paper or online. TVCC's federal Title IV school code is 003221. The FAFSA application can be completed online at www.fafsa.ed.gov. Continuing students must reapply each academic year by completing a FAFSA or Renewal FAFSA.

State Aid - Residents of the State of Oregon may also be eligible for a variety of scholarships or grants offered by the Oregon Student Assistance Commission. All Oregon residents should complete the federal FAFSA application and apply for Oregon scholarships through the Oregon Student Assistance Commission at www.getcollegefunds.org. TVCC Financial Aid distributes grants and scholarships to students deemed eligible by the Oregon Student Assistance Commission.

Institutional Aid - The college offers a variety of tuition waivers and scholarships to students participating in school clubs, organizations, athletic teams, and performing arts programs. Tuition waivers and scholarships are offered by individual departments and interested students should contact each department for application instructions or information concerning the availability of aid.

Eligibility for Student Aid

Three components are used to determine financial need and eligibility for financial aid: Cost of Attendance, Expected Family Contribution (EFC), and enrollment status. Each college or university in the U.S. develops its own Cost of Attendance budget(s) with consideration for tuition, fees, books and supplies, room and board, transportation, dependent care expenses, loan origination fees, and personal allowance (or miscellaneous expenses).

A cost of attendance budget will depend on a student's permanent address (state of residency), housing plans while in school, the number of dependents a student has (if any), and enrollment status (the number of credits enrolled in each term.) TVCC financial aid uses standardized amounts or calculations for each of these budget items and customizes a budget according to the individual's situation as described above.

Expected Family Contribution (EFC) is computed by the U.S. Department of Education's processing center using the information provided on the FAFSA application. The EFC will usually appear on the Student Aid Report (SAR) in the upper right hand corner of the first page. The student's EFC is subtracted from their personalized Cost of Attendance budget to determine original Financial Need.

NOTE: The EFC does not necessarily indicate actual out-of-pocket expenses; it is merely a tool based on a standardized national formula used to calculate financial aid eligibility.

If Cost of Attendance (COA), and = \$10,185
Expected Family Contribution (EFC), then = \$ 1,000
Financial Need = \$ 9,185

From these elements, TVCC will first determine the student's eligibility for a Federal Pell Grant and then attempt to meet the remaining unmet need with other funds as available and according to the school's awarding policies.

Students will receive notification of their Cost of Attendance budget, their EFC, their financial need, and the financial aid funds they are eligible for in an award notification from TVCC Financial Aid after completing the FAFSA and all application requirements.

Eligibility for certain awards and award amounts are determined, in part, by enrollment status. Awards are adjusted or prorated according to the program rules for each award. Student financial aid recipients should maintain a close relationship with their academic advisor and register for classes early in order to allow TVCC Financial Aid adequate time to make quarterly adjustments if necessary. For more information regarding enrollment status requirements for each award program, contact TVCC Financial Aid.

PAYMENT PLAN

General Refund/Repayment Policy

A refund of tuition and fees will be made in accordance with the following policy. Specific refund deadlines for each quarter are published in the academic calendar and the quarterly class schedule.

For classes that begin the first week of the quarter:

- 100% refund is granted upon withdrawal before the end of the 10th business day of the Fall, Winter, and Spring quarters.
- 100% refund is granted upon withdrawal before the end of the 5th business day of the Summer quarter.
- NO REFUND is granted after the 10th business day of the quarter, or after the 5th business day of the summer quarter.
- A full refund for non-credit classes will be granted if a withdrawal request is made at least five working days prior to the first day of class. Withdrawal requests must be made by calling 541-881-5755. Appeals to this policy

may be made in writing to the Center for Business, Workforce and Community Learning (CBWCL).

For classes that begin after the first week of the quarter:

- Refunds are calculated as above, based upon the published starting date of the quarter.

Deferred Payment

Students may be allowed to pay tuition and related costs in installments rather than in one lump-sum payment. The College's credit policy is as follows:

- Students who defer payment will be charged a deferment fee of \$25.
- All payment extensions must be approved through the Business Office.

A student who defaults on a payment plan will not be able to defer payment into future terms. Defaulted notes will result in a late charge of \$25 and all collection costs and attorney fees incurred.

Required Fees

- Universal Fee: A non-refundable fee that covers the cost of admission, registration, placement testing, and most class or lab fees. Some classes may have additional fees.
- Student Activity Fee: A non-refundable fee that supports student activity programs and student government.

Residency Requirements

Students qualifying as an Oregon resident for tuition purposes must meet one of the following conditions:

- Establish Oregon as a permanent home for purposes other than attending school 12 months before starting college. The 12 month residency period must be completed before the first day of the first term of enrollment.
- Be claimed as a dependent of a person having maintained residency status in Oregon for 1 year. The 12-month residency period must be completed before the first day of the first term of enrollment.
- Be the spouse or dependent of an active-duty military person stationed in Oregon.

Proof of residency is a student responsibility. Residency for each applicant is determined from information provided at the time of application. The college staff may require additional information to verify residency. Acceptable evidence of residency can be any of the following items:

- A valid Oregon driver's license
- An Oregon voter registration card
- Oregon registration of motor vehicles
- Record of purchase of property in Oregon
- Rent receipts (college residence hall receipts not applicable)
- Utility billing statements in the student's name

SCHOLARSHIPS

TVCC Foundation Scholarships

Each academic year, the TVCC Foundation awards scholarship aid to students completing a TVCC Foundation Scholarship application. Eligibility for TVCC Foundation scholarship aid is competitive and awards are determined by a committee based upon students' application materials, academic history, community involvement, and financial need. (Note: not all applicants are awarded scholarships.) TVCC Foundation Scholarship applications are available at the Ontario main campus, at any of the TVCC extension centers, or online at www.tvcc.cc/foundation. Applications are reviewed each spring for the upcoming academic year and are published with an application deadline. Refer to the TVCC Foundation Scholarship Application for the current application deadline.

"Outside" Scholarships

There are many other sources of student financial aid available through private foundations, companies, service clubs, or other organizations that are not directly managed by TVCC Financial Aid. Many scholarships require separate applications. TVCC Financial Aid maintains several outside scholarship informational resources online at <http://www.tvcc.cc/financialaid/>

SENIOR OPTIONS

Any Oregon resident, aged 60 or older, may enroll in a TVCC tuition-based class for 50% of the applicable tuition rate. Enrollment in most classes is on a space-available basis. The tuition reduction does not apply to classes such as video or web-based classes, CBWCL courses or contract out-of-district programs.

TUITION AND FEES

Please contact the Student Service Center for the most up to date tuition rates and fees. Tuition for Oregon campus-class is the same between 18-20 credits (no change for tuition credit courses between 18-20 credits, with tuition increasing again at the 21st credit). Idaho Centers and Online/Video courses are excluded from this credit range.

Required Fees:

- Universal Fee: A non-refundable fee that covers the cost of admission, registration, placement testing, and most class or lab fees. Some classes may have additional fees.
- Student Activity Fee: A non-refundable fee that supports student activity programs and student government.

Student Insurance:

Insurance coverage is included in the bill paid by full-time students and may be waived through the first two weeks of each term. Part-time students (3-11 credits) may acquire coverage by submitting a completed enrollment form and making payment directly to the carrier. For additional information about student insurance, contact the Business Office at (541) 881-5815.

VETERANS BENEFITS

TVCC's Veteran's Services Coordinating Official acts as a liaison with the U.S. Department of Veterans Affairs. Students may be eligible to receive educational benefits if they are registered in courses that apply to the student's approved program. Each educational program must be approved by the State of Oregon's Department of Education/Veterans' Services. Students applying for veteran's educational benefits should allow eight to ten weeks before receiving benefits. The amount of benefits awarded is determined by the U.S. Department of Veterans Affairs and is based on the number of credit hours or clock hours for which a student is enrolled and the length of enrollment period for each course.

Veteran's benefits available:

- Chapter 30 Montgomery GI Bill - Active Duty
- Chapter 31 Vocational Rehabilitation (available through your local VA office)
- Chapter 32 Veteran's Education Assistance Program (VEAP)
- Chapter 33 Post 9/11 GI Bill
- Chapter 34/30 Grandfathered Vietnam Era GI Bill
- Chapter 35 Survivors/Dependents of Deceased or 100% Disabled Veterans
- Chapter 1606 Montgomery GI Bill - Selected Reserve
- Chapter 1607 Reserve Educational Assistance Program (REAP)

It is the student's responsibility to notify the TVCC coordinating official of any change in enrollment, address, program of study, enrollment at another institution, or any other change that may impact their veteran's educational benefits. Those students receiving benefits must follow the Financial Aid and Veteran's Affairs standards of satisfactory academic progress to maintain eligibility for VA benefits.

U.S. Department of Veterans Affairs regulations require that all persons using any type of veteran educational assistance program be making satisfactory academic progress toward achievement of their educational objective (program of study). For additional details and information regarding veteran's educational benefits, contact the TVCC Veteran's affairs coordinating official at (541) 881-5805 or www.benefits.va.gov/gibill/.

PREPARING FOR CLASSES

Congratulations! You've made the decision to attend college.

Now what?

Know that successful students are excellent problem solvers. They don't wait for someone to tell them how, or where, or what to do. They actively search out resources they need to find answers and information, get help, move forward, and take care of business. Successful students learn to become excellent self advocates, even when everything is new and intimidating.

But, how do you know what you need? The first order of business is to take stock - inventory your academic, social and emotional skill sets. What are your strengths, what are your weaknesses, and what do you need to maximize your success at TVCC? Explore these questions and assess your "college-comfort" level.

ADVISING/COUNSELING

Faculty advisors are assigned to students by their intended field of study. Students meet with their faculty advisor to create educational plans, schedule classes, and explore opportunities for employment and transfer. Advising and counseling is available to help with career planning and choosing a program of study. Having a focused goal increases student "staying power". Tutoring and tutoring labs are available for students who need additional assistance to be successful in math, writing, and other subjects.

NEW STUDENT ORIENTATION

HDEV 112, Freshman Orientation, or HDEV 120, College Survival and Success, is a class strongly recommended for all first-time freshmen seeking a certificate or degree to take. Both these courses are designed to examine individual student needs, create long term academic plans, teach college success skills, introduce college resources and expectations, and explore career opportunities.

PLACEMENT TESTING

Students must take the COMPASS exam if they are seeking a college degree or certificate. Students who have taken math and/or writing courses at another college will not be required to take the placement exam if they provide a transcript showing successful completion.

COMPASS measures reading, math, and language-usage skills. This computer-adapted assessment program was developed specifically for community college students and is used nationwide. Scores will determine placement in English and math classes. Students who use COMPASS results when selecting classes are more likely to succeed.

The cost of assessment is included in the universal fee. Students are encouraged to take COMPASS as soon as possible. There is a \$10 fee to re-take COMPASS.

TESTING CENTER

Student Services Center: 541-881-5799

The Testing Center offers testing at regularly scheduled hours, for distance delivery courses, the COMPASS placement exam, CLEP testing, and contracted testing for industry.

Information about testing center hours and policies can be found at www.tvcc.cc/current/testingcenter/.

The Testing Center is located in the Student Services Center. 541-881-5798.

REGISTRATION

Students meet with a general advisor at new student orientations, held before each quarter begins. Students are given general information about the college and the registration process.

Students bring a copy of their placement test and college transcripts.

Advisors help create a class schedule, answer questions, and clarify degree requirements.

Following the advising session, students can register for classes at the Student Service Center. Reservations for orientation can be made online at www.tvcc.cc/future/ and click on Advising. Students unable to attend a group session can schedule an advising appointment.

DROP/WITHDRAW DEADLINES

In accordance with federal regulations, students may be required to repay federal financial aid funds if they drop, completely withdraw, are administratively withdrawn, or fail to earn a passing grade from all classes during any quarter. If a student finds that at any point during a term he/she must drop a class, he/she must consult with their academic advisor first. If the student agrees that it is in his/her best interest to drop a class, an official add/drop form or withdrawal must be completed (either on paper or in the MyTVCC system).

A student can drop classes any time during the first two weeks of the quarter (one week in the summer term) and receive a full refund of tuition and fees. Financial aid will be adjusted automatically. If the student must drop a class after the second week of the quarter (or first week in the Summer term) he/she will receive a warning or probation letter (please see the Financial Aid and Veteran's Affairs Standards of Satisfactory Academic Progress) from TVCC Financial Aid at the end of the term. Students should read this letter carefully. It will contain important information about what to do next.

If a student withdraws completely from any term, some of the financial aid received may have to be repaid to TVCC, the U.S. Department of Education, or both. The student will also receive written notification concerning the options once the official withdrawal process is completed. If the student fails to officially withdraw, it is assumed that he/she attended no more than 50% of the term. If the student attends beyond the 60% point of the term he/she is considered to have earned 100% of his/her financial aid and will not have to repay unearned funds.

Students should read carefully any correspondence received in reference to a complete withdrawal. TVCC Financial Aid is required to report over payments of federal grants to the U.S. Department of Education's Collection unit if no repayment arrangements are made within 45 days of being notified.

A class drop, withdrawal, or administrative withdrawal may affect a student's ability to receive financial aid in the future at any college or university. Further information is available from TVCC Financial Aid.

Consulting academic calendars and being knowledgeable about academic requirements and policies is a crucial part of being a self-advocate and experiencing student success. Following are the academic policies students most often need to know during their college career.

Class Changes (Add/Drop)

It is the student's responsibility to withdraw from classes. Here are important points to be aware of before dropping classes:

- Students are responsible for the grades received and all tuition and fees if they merely stop attending.
- Adding or dropping a class may change eligibility or financial aid status.
- Courses which are dropped before the end of the 4th week of the quarter will not appear on a transcript. Courses dropped during weeks five through eight of the quarter will be recorded with a "W" for withdrawal on a transcript.
- Withdrawal deadlines are in the academic calendar and the quarterly class schedule.

- Course withdrawal deadlines are different for summer quarter because the quarter is shorter.
- After the first two days of the quarter, the instructor's written approval is required for admission to a class.

The Student Service Center provides ADD/DROP forms and accepts the forms when completed. All changes in class schedules should be approved by an advisor.

REGISTERING FOR CLASSES

Student Services Center - (541) 881-5815

ATTEND AN ADVISING AND REGISTRATION SESSION

Students meet with a general advisor at new student orientations, held before each quarter begins. Students are given general information about the college and the registration process. Students bring a copy of their placement test and college transcripts.

Advisors help create a class schedule, answer questions, and clarify degree requirements.

Following the advising session, new students can register for classes at the Student Service Center. Reservations for orientation can be made online at www.tvcc.cc/future and click on Advising. Students unable to attend a group session can schedule an advising appointment.

Returning students can register online at MyTVCC.

STUDENT RESOURCES

With small class sizes and a wide variety of certificates and degrees, as well as locations in Ontario and Caldwell, we know how to help get you where you want to go. Whether you are just starting, coming back, or starting over, TVCC can help you reach your goals.

ASSOCIATED STUDENT GOVERNMENT

Weese Building - (541) 881-5781

The Associated Student Government represents students to the TVCC administration. ASG officers participate on various governance committees, work with special projects, and address student needs on campus. In addition to helping set campus policies, ASG manages funds for campus activities and programs, and assists with the development of student leadership. Information is available by calling the Student Programs Office.

ATHLETICS

Gym - (541) 881-5890

Athletics are an important part of the college experience. Students are invited to try out for any of the athletic teams. The College is dedicated to providing an equitable balance of athletic opportunities for both men and women. Intercollegiate opportunities for women include: soccer, volleyball, cross-country, basketball, tennis, track, softball, and rodeo. Men may participate in soccer, cross-country, basketball, baseball, tennis, track, and rodeo. TVCC is a member of the Northwest Athletic Association of Community Colleges (NWAACC) and subject to its rules of eligibility. The TVCC Chukars compete against teams from Oregon and Washington. Highly successful teams and individuals earn the right to compete regionally and sometimes nationally.

BOOKSTORE

Student Services Center - (541) 881-5750

Students can find all required texts and class materials at the bookstore at a competitive price. Items such as campus pride products, pens, paper, batteries, art supplies, backpacks, computer discs, electronic products, postage stamps, greeting cards, gifts, candy, and gum are available.

Students at the Caldwell Center have the option of coming to Ontario to buy their books, or buying them in Caldwell. Harney County students may order their books by phone and will receive them in the mail.

The bookstore also provides a text buyback service (available at both Ontario and Caldwell campuses). More information on the buyback program and other services is available at www.tvcc.cc/bookstore. The Bookstore is open Monday through Friday.

Book Returns

Textbook publishers have strict return policies which affect the bookstore's return policy shown below.

All textbook sales are final unless each of the following conditions are met. There is only one exception to this policy: If a student drops a class within the first two weeks of class and has purchased a textbook, a full refund will be given only if the books have no names or marks in them, and are accompanied by the cash register receipt, PLUS an "Add & Drop" slip. All sales of workbooks, study aids, lab manuals, consumable books and key notes are final. Any defective book will be replaced free of charge. Students should return the book as soon as possible.

Used Book Policy

The bookstore will pay up to 50% of the purchase price for used books that are current. Buyback typically occurs 9 a.m. to 4 p.m. Monday through Wednesday in Ontario and Thursday and Friday at the Caldwell Center during finals week of

each term. Check for posted times and dates. Books no longer in use may be purchased at the same time by a used book company. Prices paid will vary.

CAREER RESOURCES

The TVCC Career Center is here to help you get on the road to success. Serving students, alumni, community and employers, the Career Center offers tools for learning about yourself, your interests and values. Visitors to the Career Center will learn to employ valuable skills such as writing cover letters, resumes, and interview preparation.

The TVCC Career Center is here to help you be successful. You can reach us at (541) 881-5980. Contact us today to learn how to successfully find a job!

CLUBS AND ORGANIZATIONS

Weese Building - (541) 881-5781

Clubs and organizations exist as an opportunity for students to participate in an environment of fellowship, leadership, and service within a group of their peers. There are many clubs and organizations at the College including Phi Theta Kappa Honor Society, Agricultural Ambassadors, Entrepreneurship Club, Campus Christian Fellowship, Student Education Association, Latter Day Saints Student Association, and the Outdoor Club.

COOPERATIVE WORK EXPERIENCE

Cooperative Work Experience (CWE) enables students to put into practice the skills that they learn in the classroom. This "hands-on" experience improves skills and creates new and exciting employment opportunities.

Students work in positions that apply to their chosen career fields. Types of work experience include job shadowing, mentoring and experimental internships. Students may earn up to twelve CWE credits toward their degree. For each credit earned, they must document 36 hours at the job site. Contact an advisor for information.

COUNSELING

Student Services Center - (541) 881-5815

The College provides counseling services to assist in academic planning, offering individual help with program and course planning, career decision making, and personal adjustment to college life.

DISABILITIES SERVICES

Barber Hall - (541) 881-5812

TVCC supports students with disabilities through a barrier-free campus. Accommodation services provided by the college include in-class and academic services, advising, resource/referral information, adaptive equipment, and assistive technology. Students with disabilities should contact the Disabilities Services office before the beginning of the quarter in order to receive appropriate accommodations in a timely manner. Disability services are available to permanently and temporarily disabled students in all programs and locations. Ontario bus transportation is available (541-881-0000), and can transport wheelchairs. TVCC provides disabled parking areas.

The "Students with Disabilities Handbook" is available in the Student Services Center or through the disability services link at www.tvcc.cc/Disability_Services.

Career counseling includes assessment using MyPlan, a computer-based career information resource. It provides an in-depth assessment of a student's interests, abilities, and values. This system provides detailed information on more than 500 job titles, educational institutions and programs, financial aid, and military training.

FITNESS AND RECREATION

In addition to quality academics and classes, we also have a full range of College events and activities that truly make TVCC a comprehensive community college. From Student Government and Student Activities to Performing Arts performances, we always have plenty of events to keep you connected and entertained.

FOOD SERVICES

Weese Building - (541) 881-5782

The Chukar Grill serves a variety of meals and entrees seven days a week. It is open to the community as well as resident students. In addition, the Barber Bistro serves "light fare and lattes" until early afternoon five days a week, making the Bistro a favorite place for students to gather.

The College also offers affordable and convenient living on campus. The Residence Life Program is central to the College mission of providing the best comprehensive educational experience. Students living in the residence hall are within close walking distance to classrooms, the library, faculty offices, recreational facilities, and the Weese building. Residents purchase a meal plan so they do not have to prepare their own meals or shop for food. The residence hall has an on-site laundry facility, and convenient access to a fitness center and athletic complex.

Living and participating in the residence hall environment can have a positive effect upon self-image. Residence hall experiences can enhance self-confidence, self-esteem, and self-reliance. Students will learn to become independent and enjoy living within a thriving learning community.

- A completed application, signed contract, and deposit are required to reserve a room in the residence hall. More information is available online at www.tvcc.cc or by contacting the Residence Life Office at (541) 881-5782.
- Housing applications and contracts are available at the Residence Life Office, Student Services Center, Student Activities Office, and online.
- Forfeiture of the deposit results from damage or failure to follow proper check out procedures.
- The housing deposit may be applied to other charges owed to the college.
- Additional charges will be assessed if the room deposit is insufficient to pay for assessed charges.
- All students living in the residence hall are required to purchase a meal plan. Descriptions of the meal plans and prices can be found online at www.tvcc.cc.
- A meal plan may be purchased by students not living in the residence hall.

LIBRARY

Weese Building - (541) 881-5929

The TVCC Library, located on the second floor of the Weese Building, maintains a collection of books, periodicals, newspapers, videos, compact discs, videotaped courses, and microfiches. Also in the library is a student computer lab, with access to word processing, the Internet, full-text periodical databases, and the campus network.

The library staff supports the curriculum, provides instruction and assistance to students, aids the professional development of the College staff, and serves the cultural and recreational interests of area citizens. The public is welcome. Whenever possible, the TVCC Library serves as a backup resource for other libraries and their patrons. Requests for materials not owned by the library will be made through an international computerized inter-library loan system. The TVCC library is a member of the Sage Library System, a combined catalog of 76 school, public and academic libraries in 10 eastern Oregon counties. This consortium has a state-of-the-art automation system that allows patrons of each library to search the holdings of the others simultaneously. Patrons may request their own material from other consortium members. Requested materials from consortium partners can be acquired quickly and easily.

Library patrons have access to GALE and SIRS, full text databases for quick and easy research. Mini classes are held four times per week to provide

instruction for use of the Sage System, Gale, and SIRS. These databases may be accessed from computers anywhere on campus or from home.

The library currently houses about 33,000 books and 125 periodicals, including college catalogs and information materials from other higher education institutions. Patrons also have access to a copy machine, computers, printers, video cassette players, and a microfiche reader/printer. The library is devoted to the successful pursuit of learning and suggestions for improvement, including purchasing requests, are always welcome.

PUBLIC SAFETY AND SECURITY

RESPONSE

TVCC has a small campus security force. In an emergency, dialing 9-911 from campus phones, or 911 from pay phones, connects to the Ontario police and fire departments. In other situations, dial 541-212-9594 or 541-212-9576 for the campus security manager. Campus emergency and criminal incidents should be reported to the security manager as soon as possible. The security manager will notify the appropriate TVCC administrator.

Oregon state law prohibits the possession or consumption of alcoholic beverages by any person not yet 21 years old. TVCC policy prohibits the possession or consumption of alcoholic beverages on the college campus or while being transported to or from a college-sponsored student activity. Attendance at any college activity while under the influence of alcohol is prohibited.

Oregon state law prohibits the illegal possession, use, or sale of narcotics and habit forming drugs. TVCC policy prohibits possessing, using, or supplying narcotics, habit forming drugs, or hallucinogenics on the campus or at any college-sponsored activity. Attendance at college events while under the influence of any of these illegal substances is prohibited.

Students in violation of college policies are referred to the dean of student services for appropriate action.

Contact the TVCC security office at 650 College Boulevard, Ontario, OR 97914 or at 541-881-5706 for more details on crime information.

PREVENTION

TVCC security personnel routinely inspect campus lighting to insure the safety of students. If a problem arises with lighting, please report it to the security director at 541-881-5706.

Campus facilities are for the use of students. Policies regarding the access of facilities to non-students can be obtained from the dean of administrative services. Individuals who are acting suspiciously or who are in unauthorized areas need to be reported to the campus security personnel at once.

Remember: Common sense is always the greatest asset in crime prevention. Lock your doors. Don't walk alone. Stay out of dark places. Think safety!

During new student orientation, safety procedures and crime awareness policies and procedures are discussed. Seminars on health and safety related subjects (e.g., prevention of drug and alcohol abuses) are frequently held on campus.

RESIDENCE HALL

Treasure Valley Community College is home to 142 residents every fall quarter. As one of the few community colleges to provide housing for students, TVCC offers a quality education along with a thriving residence hall program that is an integral component of the college experience.

Living in the residence hall keeps students at the center of student involvement and provides students with a network of new friends, study partners, and numerous activities and events. Resident Assistants plan and initiate numerous hall programs including video game tournaments, sports activities, outdoor

movies, educational and vocational lectures, competitions, craft nights and an array of other events for their residents to enjoy.

Students living in the residence hall are within close walking distance to classrooms, the library, faculty offices, recreational facilities and the student union building. Residents don't have to worry about preparing their own meals, shopping for food, or washing their own dishes. The residence hall has on-site laundry facilities and convenient access to a fitness center and athletic complex. Ample parking is available outside the residence hall and is free to all residents.

Residence hall experiences enhance self-confidence, self-esteem, and self-reliance. Students choosing to stay in the residence hall will learn to become independent and enjoy living within a thriving learning community at Treasure Valley Community College.

Treasure Valley Community College
Residence Life Office
650 College Blvd.
Ontario, OR 97914
Email: [Travis McFetridge](mailto:Travis.McFetridge@tvcc.edu)
Tel: (541) 881-5782
Fax: (541) 881-2717

STUDENT ACTIVITIES

Weese Building - (541) 881-5781

The Student Activities Board is responsible for providing a comprehensive program of student-initiated activities and events designed to meet the cultural, educational, social, and recreational needs of students. During the year, students will have the opportunity to attend educational lectures, concerts, comedy shows, special events, recreational activities, and intramurals.

TRANSPORTATION/PARKING

Free parking is available for students and visitors in designated campus locations. Tickets will be issued to anyone parking in restricted areas. ADA designated parking is available.

TUTORING

Tutoring is available in a variety of subjects. TVCC operates math and writing labs and provides individual tutoring. If students need academic assistance, they should check first with their instructor and call (541) 881-5812.

ACADEMIC POLICIES & REQUIREMENTS

Consulting academic calendars and being knowledgeable about academic requirements and policies is a crucial part of being a self-advocate and experiencing student success. Following are the academic policies students most often need to know during their college career.

CLASS CHANGES (ADD/DROP)

It is the student's responsibility to withdraw from classes. Here are important points to be aware of before dropping classes:

- Students are responsible for the grades received and all tuition and fees if they merely stop attending.
- Adding or dropping a class may change eligibility or financial aid status.
- Courses which are dropped before the end of the 4th week of the quarter will not appear on a transcript. Courses dropped during weeks five through eight of the quarter will be recorded with a "W" for withdrawal on a transcript.
- Withdrawal deadlines are in the academic calendar and the quarterly class schedule.
- Course withdrawal deadlines are different for summer quarter because the quarter is shorter.
- After the first two days of the quarter, the instructor's written approval is required for admission to a class.

The Student Service Center provides ADD/DROP forms and accepts the forms when completed. All changes in class schedules should be approved by an advisor.

AUDITING CLASSES

Students may choose to audit a class. An audit exempts students from examinations, but the instructor may require class attendance and participation. No college credit is received for audited courses, regular tuition charges apply, and audits are not eligible for Financial Aid. Signing up to audit or reversing audit status is permitted only through the 4th week of the quarter. Students are responsible for withdrawing from class if they are unable to attend.

LEAVE OF ABSENCE

An approved leave of absence may be granted to students facing a temporary interruption in their college enrollment if the following criteria apply:

- The student is unable to continue in any of his or her classes.
- The college can reasonably expect the student will return to complete the classes.
- The leave of absence will not exceed 180 days in a calendar year.
- The student submits a written and dated request to the Vice President of Student Services detailing the reason for the request and the expected date of return.
- The student is responsible for all charges associated with failure to return within the leave of absence period.
- Detailed information is available from the Office of the Vice President of Student Services.

WITHDRAWING FROM COLLEGE

It is a student's responsibility to know policies and deadlines for withdrawing from college. Students wishing to withdraw from a current quarter must fill out and submit a Complete Withdrawal form. Students may withdraw until the end of the 8th week of instruction during the regular school year, until the end of the 3rd week in a four week summer session, and until the end of the 7th week in an eight week summer session. Students withdrawing from Continuing Education and seeking a refund should contact the Continuing Education office for more information.

ADMINISTRATIVE WITHDRAWALS

Administrative withdrawals, which are initiated by the instructor, are rare and may take place only under these circumstances:

- The course is full and there are students on the wait list, AND
- A student is absent for at least 2 class sessions or 50% of the scheduled class time during the first week of the quarter, AND
- The absent student has made no prior arrangements with the instructor for missing class.

Administrative withdrawals occur only during the first week of the quarter. Students should never assume they will be administratively withdrawn from class. Non-attending students must submit a completed withdrawal form to the Student Services Center. Students not completing the formal withdrawal process will receive failing grades and are responsible for all tuition and fees.

CLASS ATTENDANCE

Students must be registered in classes in order to attend. Students are expected to attend class each time the class meets. Excused student absences may be permitted by the instructor, but all class work must be completed. Students need to make arrangements with instructors for completion of missed work. Certain programs may require attendance and participation in clinicals, practicums, conferences and conventions. Transportation to and from these activities is the responsibility of the student. Absences due to participation in field trips, inter-collegiate games and other trips arranged by the college may be excused with advance notice to the instructor. In such cases the student is still required and responsible to make up the content and assignments missed during the absence as determined by the faculty.

GRADUATION

Degrees, diplomas and certificates are not presented at formal commencement ceremonies held each year in June. It is the student's responsibility to request a graduation evaluation to ensure that all requirements are completed. A graduation petition, available from the Student Services Center (fee: \$25), should be completed and submitted by the end of the first week of February.

"TEACH OUT" OF CLOSED EDUCATIONAL PROGRAM

Code: IFDB
Adopted: 06/19/12
Origin Code: ORS 341.290 & ORS 341.425

In the event that Treasure Valley Community College should decide to close an educational program, the College will make every effort to "teach out" currently enrolled students. The College will inform the community that no additional students will be accepted into the program. Students who have not completed their programs will be advised by faculty or counselors regarding suitable options including transfer to comparable programs. The College may offer the courses required for graduation by students enrolled in the program at the time of closure until all those students have had an opportunity to complete their degrees.

CHILDREN ON TVCC PROPERTIES

Code: JFCA/KK
Adopted: 10/21/04
Readopted: 10/14/09; 7/26/11
Orig. Code(s): AR 901-8; ING

Other than usage associated with specific College-sponsored programs for children, the general policy of the College is that its facilities are not available for unrestricted usage by children under 16 years of age.

The following specific restrictions apply:

1. In no cases are children permitted in College-owned or operated facilities (this includes the library, food services areas, and lounges and study areas) without supervision by an adult;
2. Children in classrooms are there only with the specific approval of the faculty member responsible for the class. These situations are only permitted on an emergency basis and for a very limited period of time;
3. Children are not permitted in work areas unless under the specific authorization of the work area supervisor and with adult supervision. These situations are only permitted for emergencies, social events, or visitations, but are to be nonrecurring and for limited time periods;
4. Children are not to be left unattended in vehicles (employees are encouraged to contact police if they think the child(ren) may be in imminent danger);
5. Because of liability, children are not allowed on field trips or in college-owned vehicles.

If a child appears to be unaccompanied, employees may try to handle the situation on their own, except for physically removing the child from the premise. Any employees who are unsure what to do should call a Dean or campus security.

The responsible adult (student or not) of the unaccompanied child will be notified of the policy and that leaving the child unattended violates the policy.

CREDIT POLICY

Challenge credit is earned by demonstrating proficiency in course requirements. Students who wish to challenge a class should submit a written request form, available at the Student Services Center, to the appropriate department chair to determine if a challenge exam is allowed. Not every class is subject to challenge. The method of demonstrating proficiency, usually a comprehensive exam, is determined by the appropriate department.

The following guidelines apply to challenge exams:

- The student must be currently enrolled at TVCC.
- Challenge exams may not be repeated.
- Challenge credit is not granted if credit has been earned for a more advanced course.
- A maximum of 12 challenge credits may be earned in a specific subject area.
- A maximum of 24 credits of challenge work may be applied to a TVCC certificate.
- A maximum of 45 challenge credits can be applied to a TVCC degree.
- Challenge credit is normally assigned an "S" (satisfactory grade) and will not affect the GPA. No academic record is kept for unsuccessful challenge exams.
- Challenge credit will not affect a financial aid award.
- Students must register with instructor permission and pay a \$15 fee before taking the challenge exam. In addition, a \$10 fee is charged for each credit awarded.

DISCLOSURE OF STUDENT RECORDS

Family Educational Rights and Privacy Act (FERPA)

FERPA is a Federal law that applies to educational agencies and institutions that receive funding under a program administered by the U. S. Department of Education. The statute is found at 20 U.S.C. 1232g and the Department's regulations are found at 34 CFR Part 99.

Under FERPA, schools must generally afford students who are 18 years or over, or attending a postsecondary institution:

- access to their education records
- an opportunity to seek to have the records amended
- some control over the disclosure of information from the records

For more information, go to: <http://www.ed.gov/policy/gen/guid/fpco/ferpa/students.html>.

GRADING GUIDELINES

Grades used in computing grade point average are:

Grade	Points	Explanation
A	4.0	Outstanding Performance
A-	3.7	Superior
B+	3.3	Excellent
B	3.0	Very Good
B-	2.7	Good
C+	2.3	Better than Satisfactory
C	2.0	Satisfactory
C-	1.7	Unsatisfactory
D	1.0	Low Passing
F	0.0	Below minimum standard, no credit earned
AU	0.0	Audit (No credit earned and instructor permission is required)
I	0.0	Incomplete (No credit is earned and instructor permission is required)
S	0.0	Satisfactory (Pass/fail grading option must be requested)
U	0.0	Unsatisfactory (Pass/fail grading option must be requested)
[D]	0.0	A low grade in brackets is not calculated in the TVCC GPA
R	0.0	Repeat grade. Calculated in the GPA
*	0.0	An asterisk (*) designates a repeat grade and is not calculated in the GPA
NG	0.0	Non-graded
WIP	0.0	Work in Progress (generally indicates current quarter grades)

EXAMPLE OF GRADE POINT AVERAGE CALCULATION

The grade point average is a weighted average of the grades received by students, calculated by dividing the number of grade points earned by the number of credit hours attempted. For example:

Course	Hours	Grade	Grade Points
Psychology 203	3	C	(3x2.0) = 6
Math 111	4	A-	(4x3.7) = 14.8
HPE 120	2	A	(2x4.0) = 8
English 121	3	B+	(3x3.3) = 9.9
Total	12 credits		38.7 grade points

Dividing 38.7 grade points by 12 credits gives a grade point average of 3.23

Academic Honors

The academic standing of all honors students is based on the following grade point averages:

- * President's List 4.0
- * Dean's List 3.75-3.99
- * Honor Roll 3.50-3.74

Quarterly grade point averages are used to determine Academic honors each term. Twelve or more credits must be earned in graded (4.0 scale) courses numbered above 100.

Pass/Fail Grade

Students may enroll in classes on a pass/fail basis by written arrangement with the instructor before the end of the 4th week of the quarter. Forms are available at the Student Service Center. Students earning a "C-" grade or higher receive an "S" (satisfactory) grade on their transcripts. Students earning a "D" grade or lower receive a "U" (unsatisfactory) grade. These grades are not computed in the grade point average.

Students are cautioned against taking courses on a pass/fail basis because transferability of this type of credit is limited. Students should consult with their advisors and with their intended four-year institutions before requesting an S/U grade.

Withdrawal Grade

A "W" grade indicates that a student has dropped a class. The last day of each quarter to withdraw from classes is specified on the academic calendar and is published in the quarterly schedule. Complete information on withdrawing from class is available in the Student Services Center.

Audit Grade

No credit is earned for auditing a class and receiving an "AU". Registration as an audit must be completed no later than the fourth week of the quarter, or equivalent period of the summer quarter. Required forms are available from instructors or the Student Services Center. Instructor permission is required. The cost of auditing a class is the same as taking the course for credit.

Incomplete Grade

The "I" designation indicates that a student has been granted extra time by the instructor to complete required course work. Terms of completion are specified in a contract signed by the instructor. It is the student's responsibility to initiate this contract. All work must be completed by the final day of the next academic quarter, excluding summer quarter. Not all contracts will extend a full additional quarter to complete the coursework; this is solely at the discretion of the instructor. In special circumstances, the deadline for completion may be extended with approval from the instructor and the Vice President of Instruction. An "I" grade is changed to an "F" if the terms of the contract are not met within the time specified.

Repeating a Course

Students may repeat any course to improve a grade. Only the credit and grade earned in the last attempt are calculated in the GPA. Repeating courses can affect financial aid and VA benefits.

Grade Forgiveness

Low grades (D, F) earned at TVCC may be removed from calculation of the grade point average at TVCC, if the student:

- submits a written appeal to the Dean of Student Services,
- meets the TVCC standard for satisfactory academic progress in the
- most recent term of enrollment at the college,
- is currently enrolled, and
- two years have passed since the low grades were earned.

Low grades previously earned will be marked in brackets [D] on the transcript but will not be included in grade point calculations. Acceptance of a grade in brackets at any other college or university is determined by that institution. Grade forgiveness can affect VA benefits.

Grade	Points	Explanation
A	4.0	Outstanding Performance
A-	3.7	Superior
B+	3.3	Excellent
B	3.0	Very Good

GRIEVANCE PROCEDURE

TVCC has a grievance procedure and a Nondiscrimination/Non-harassment policy that applies to all students. This may be found in the student handbook, "Students' Rights and Responsibilities", section I and VIII. Section I refers the student to the Affirmative Action Plan found at the Human Resources Office in the Administration building. Section VIII refers to the Committee on Student Appeals procedures.

HONOR RECOGNITION

The academic standing of all honors students is based on the following grade point averages:

- President's List 4.0
- Dean's List 3.75-3.99
- Honor Roll 3.50-3.74

Quarterly grade point averages are used to determine Academic honors each term. Twelve or more credits must be earned in graded (4.0 scale) courses numbered above 100.

NON-TRADITIONAL CREDIT

The College encourages flexibility, innovation and independent study in the educational process. Nontraditional credit programs allow students to earn credit outside the classroom setting. The following programs are accepted at TVCC. Check with an advisor or the Student Services Center for additional information.

STANDARDS FOR SATISFACTORY ACADEMIC PROGRESS

This policy applies if the student is enrolled for six or more credits and generates a transcript entry. Entries generate at the end of the fourth instructional week during fall, winter, and spring quarters, or after the equivalent time period during summer quarter.

- Academic Alert: Earning a GPA below 2.0 for one quarter places a student on Academic Alert status. The student should meet with a faculty advisor or an academic advisor in Student Services to develop an academic success plan.
- Academic Probation: Earning a GPA below 2.0 for a second consecutive quarter places a student on Academic Probation. The student will be required to meet with an advisor to develop an academic success plan.
- Academic Dismissal: Earning a GPA below 2.0 while on probation places a student on academic dismissal status. Completing less than 50% of the enrollment status for three consecutive terms will also result in academic dismissal. Students are generally dismissed for one academic year unless they appeal the decision to the Vice President of Student Services. Students on academic alert or probation, who meet all standards of academic progress in a subsequent quarter taking at least 6 credits will be removed from academic alert or probation and placed in good standing.

Students who enroll must Complete:

- Full-timeMust complete: 12 credits (12 or more credits)
- 3/4 timeMust complete: 9 credits (9 to 11 credits)
- 1/2 timeMust complete: 6 credits (6 to 8 credits)
- Less than 6 creditsALL credits attempted

Appeal for Readmission: Students dismissed for academic reasons may petition the Vice President of Student Services for readmission. Readmitted students are placed on academic probation.

NOTE: A student who has also been placed on financial aid suspension must submit a financial aid suspension appeal in order to have their eligibility for financial aid reinstated.

STUDENT RIGHTS AND RESPONSIBILITIES

The Associated Students of Treasure Valley Community College have prepared a document outlining student rights and responsibilities.

STUDENT EDUCATIONAL RECORDS STUDENT RIGHT TO PRIVACY (FERPA)

TVCC abides by the Family Education Rights and Privacy Act of 1974 (Pell - Buckley Amendment). This act was designated to protect the privacy of education records. It also establishes the right of students to inspect their educational records and provides guidelines for correcting inaccurate or misleading data. The policy is available in the Student Services Center.

The College reserves the right to withhold transcripts from students who are in debt to the institution. Students have the right to discuss the matter with a representative empowered to resolve such disputes.

PARENTAL ACCESS TO EDUCATION RECORDS

Educational records may be released to parents under the following circumstances:

- (1) through written consent of the student, and/or
- (2) in compliance with a subpoena.

STUDENT DIRECTORY INFORMATION

The College considers the following to be public information and will release it upon request without the student's written permission ORS 341.290 and OAR 581-041-0480.

- Name
- Hometown
- Enrollment status (full or part-time)
- Major field of study
- Dates of enrollment
- Degree(s) earned and honors posted and received
- Participation in recognized activities and sports
- Weight and height of members of athletic teams
- For military purposes only, age and address

Note: Students who do not wish the information listed above to be released by the college must submit a signed statement each term requesting that this information be withheld. Once such a request is received from a student, it will be honored until a written statement directing otherwise is received. Contact the Student Services Center for the necessary form and additional information.

TRANSFER CREDIT STANDARDS

The college generally accepts lower division, college-level credit earned at fully accredited colleges and universities. Transfer students should immediately consult with an advisor to see how their credits are accepted and applied. Students wishing to graduate from TVCC must provide official transcripts from all colleges previously attended if they wish those credits to be included. To formally request an evaluation of outside transcripts for graduation, students should contact the Student Services Center as soon as possible and at least two quarters prior to graduation.

Each higher education institution develops policies and procedures related to its transcript. TVCC students who transfer will see their TVCC transcript interpreted according to the policies of their destination institution.

LEARNING OPTIONS

From English to Welding, Nursing to Math, TVCC has a wide variety of programs to fit your needs. We have teachers and professors ready to help you inside the classroom and out. No matter what department you are in, everyone is ready to lend a helping hand. With small class sizes - and faculty who are dedicated to student success, TVCC is a great place to get started.

No matter where you are at, TVCC has a program and delivery method to suit your needs.

CENTER FOR BUSINESS, WORKFORCE & COMMUNITY LEARNING

Treasure Valley Community College's Center for Business, Workforce and Community Learning (CBWCL) is your training partner in the design and delivery of innovative solutions to enhance the performance levels of individuals and organizations. Whether you are a business committed to taking your company to the next level or an individual ready to advance in your career, CBWCL can assist you with your goals.

The primary objective of CBWCL is to plan and promote full use of college resources to assist individual, business, industry, and community growth through training and education. All programs are intended to enrich, strengthen, and support those who are not served by the traditional instructional activities of the College. Based upon community interest and need, these programs help our customers upgrade their skills, increase their knowledge, learn a new hobby, advance their careers, solve problems and stimulate their minds. Courses are informal, relaxed and noncompetitive. Most courses will not be graded, nor will the student

receive formal college credit, unless respective classes meet certain educational prerequisites. Professional continuing education credit certificates are available. Courses can be offered at TVCC or onsite at your organization.

We offer courses that cover the complete spectrum of interests including academic, cultural, business related, occupational licensing, regulatory requirements, art, music, physical fitness, travel, gardening, and local history.

- **Training** - We develop training in customer specific areas for individuals or groups to help businesses/industries maximize their productivity and profit. We offer courses which can lead toward the completion of a degree, certificate, or license.
- **Workforce Development** - We provide training to individuals and companies to improve their general skills, technical skills, and professional knowledge. Not sure exactly which program is right for you? Let us work with you to perform a needs assessment and tailor a program for your company. We are committed to maintaining and growing a quality workforce in our region.
- **Personal Enrichment** - We provide entry level, customized training, and continuing education in the areas of emergency medical services, healthcare personnel, wildland and fire safety, and flagging. We are a designated American Heart Association Training Center.

For information please contact the Center for Business, Workforce and Community Learning at (541) 881-5755. We are located on the TVCC campus in the Albertson Center. We look forward to working with you to fulfill your lifelong educational pursuits.

SMALL BUSINESS DEVELOPMENT CENTER (SBDC)

Albertson Center - (541) 881-5772

The TVCC SBDC (part of the Oregon Small Business Development Center Network) offers complete, one-stop business assistance and advising services to new and existing businesses in eastern Oregon and western Idaho. The following are the primary services offered through the SBDC.

BUSINESS ADVISING

The SBDC employs a professional and knowledgeable team of advisors who can help business owners set and reach their goals. Advisors offer free,

confidential, one-on-one business advising to clients. Advisors provide in-depth assistance on a variety of topics, including how to start, business planning, financial management, loan packaging, marketing and more.

TRAINING

The SBDC offers a wide variety of workshops designed to enhance the skills and knowledge of business owners and employees. Topics include sales and marketing, human resources, financial management, business planning, and more. Reasonably priced classes are offered throughout the day and evening as well as online, 24/7. In addition to regular class offerings, the SBDC offers several specialized curricula.

ED2GO-Powerful Employee Development Tool for Busy People. ED2GO is the SBDC's online provider of over 300 instructor-facilitated, online courses. The Ed2Go curriculum offers convenient, affordable and accessible employee and personal training programs. Courses are comprehensive and self-contained. Expert instructors interact with students during the 6 weeks of instruction, and students have 24 hour access.

Oregon Construction Contractors Board (CCB) Certified Curriculum and CCB License Application Assistance. The SBDC offers a CCB-approved 16-hour training program through a self-paced, instructor-supported, interactive CD curriculum. In addition, the SBDC offers comprehensive CCB license application and business advisory assistance as part of this curriculum package.

To find out more about business services, to schedule an individualized business advisory appointment or to find out about affordable workshops and to get added to the SBDC Monthly ENews, highlighting upcoming workshops and relevant business articles, contact the SBDC at (541) 881-5772 or email bizcenter@tvcc.cc.

COLLEGE BOARD ADVANCED PLACEMENT

The College Entrance Examination Board Advance Placement Program allows high school students to earn college credit for high school work. Students usually take a high school honors course to prepare for the national Advanced Placement (AP) Exam each May. Advanced placement exams are offered in a number of academic disciplines. Credit for these exams is granted under the following conditions:

- A maximum of 12 AP credits may be earned in a specific subject area.
- A maximum of 24 AP credits may be applied toward a TVCC certificate.
- A maximum of 45 AP credits may be applied toward a TVCC degree.
- AP credit is awarded as recommended by the American Council of Education (ACE) guidelines.
- AP credit is not graded and will not affect the GPA.
- A student must earn credit at TVCC before AP credit will be awarded.

For additional information, contact the Registrar's office at 541-881-5805.

COLLEGE PREP PROGRAMS

College Prep courses in reading, math and writing prepare students to enter college-level academic and professional-technical programs. Classes include READ 11, READ 12, MATH 10, MATH 20, and WR 80. See specific course descriptions for more detail. Students place into these classes through the college placement exam. College Prep students may access the Learning Center during open hours for additional assistance, including use of the computer lab for assignments or skill practice and access to teacher arranged open/guided study.

CREDIT FOR MILITARY EXPERIENCE

Credit for military experience at TVCC is awarded according to the following guidelines:

- Military credit is awarded as recommended by the American Council of Education (ACE) guidelines.
- A maximum of 12 credits for military experience may be earned in a specific subject area.
- A maximum of 24 credits for military experience may be applied toward a TVCC certificate.
- A maximum of 45 credits for military experience may be applied toward a TVCC degree.
- Military credit is not graded and will not affect the GPA.
- Military exams may not be repeated for additional credit.
- Military credit is often not applicable to an academic transfer degree.
- A student must be enrolled at TVCC before military credit will be awarded.

For additional information, contact the Registrar's office at 541-881-5805.

DEVELOPMENTAL EDUCATION

Oregon Trail Building - (541) 881-5865

The Adult Education Department provides services and courses tailored to meet the needs of students who need to prepare for college-level coursework, adults who have not completed high school, community members interested in improving English language skills, and adults seeking to improve employability. The Adult Education Department consists of College Preparation, General Education Development (GED; in English and Spanish), English for Speakers of other Languages (ESL).

CLASS SITES

All Adult Education programs are offered on the Ontario campus. College Prep is also offered at the Caldwell Center, and adult basic skills development, GED and ESL are offered at outreach sites at Nyssa and Burns. ESL/Family literacy evening classes are currently offered at Vale Elementary School and Annex Elementary during the winter quarter. See the college quarterly schedule for classes and times.

ADULT BASIC SKILLS/GED PREP (FREE)

Oregon Trail Building - (541) 881-5865

This program provides classes for adults with a variety of goals. Students may wish to improve reading, improve employment opportunities, learn basic computer skills, prepare for entrance into academic and/or professional technical programs, or pursue personal growth by upgrading their basic skills.

Adults who have not received a high school diploma may enroll in the General Education Development (GED) program. This program is designed to prepare students to pass the GED test, which is composed of four subject areas: language arts, mathematics, science, and social studies. Students must be at least 16 years of age to enroll in the program, and students under the age of 18 need special permission from their parents and/or educational facilities.

Students working on their GED on the Ontario campus are assigned to cohorts or other class schedules based on needs and skill levels. The same students are also assigned times to work in the Learning Center for individualized study, either during daytime hours or two evenings per week. See quarterly college schedules for information on classes at Nyssa and Burns.

GED IN SPANISH

(These classes are free, however, there will be a charge for the test)

Oregon Trail Building - (541) 881-5866

This program is for students whose first language is Spanish and who have not completed high school, or who want a valid U.S. GED to enter the workforce. Instruction is available in Spanish for GED preparation and for pre-GED literacy in the five areas of reading, writing, math, science, and social science. There is an orientation in Spanish each month; please call for a reservation. Special tutors and materials are available.

DISTANCE EDUCATION

Distance education is a method for delivering classes to students who are separated from an instructor by time and/or place. Distance education is a convenient option for all students and particularly benefits those whose work or life schedules prevent them from regularly attending classes on campus, who live outside commuting distance, or are home bound.

WEB-BASED CLASSES AND DEGREE PROGRAMS

Online education makes it possible to attend class at any time of day, in any place students choose as long as they are connected to the World Wide Web. Because students communicate with their class online, they can complete most classes for an AAOT transfer degree without setting foot in a classroom, with the exception of a few on-campus science and speech lab meetings, scheduled to meet the needs of distant students.

Alternatives to the on-campus labs may be possible with instructor permission. A variety of degree and certificate programs are available or currently being developed for online delivery. Students outside the TVCC service areas need to set up proctors the first week of the quarter by calling (541) 881-5799.

Students who have the best success in Web-based classes are self-regulated learners with good time management skills.

In order to provide committed online student services support for distant learners, the college provides students the opportunity to:

- Apply to TVCC and register for classes electronically, eliminating the need to take time from busy schedules to come to campus.
- Purchase textbooks and supplies via telephone at (541) 881-5509 and have them shipped directly. Shipping and a small handling fee will be added to the cost of the order.
- Utilize the college's password protected electronic library services system, providing quality resources, independent of time and place.
- Speak with an admissions or student services advisor via telephone, or contact by email, to discuss educational planning and academic issues.
- Access limited technical assistance at (541) 881-5777 during regular business hours to support students who have difficulty logging into online courses.

Technical requirements for online courses include:

- A computer running a compatible Web browser
- Connection to the Internet
- Virus protection software (updated regularly)

Some online courses have additional technical or software requirements. Students should consult the class syllabus of the course they are considering. Minimum technical requirements are subject to change.

Classes are available to enrolled students approximately three days prior to the beginning of a term. This is to allow for student technical assistance prior to the first day of class by TVCC Help Desk assistants.

SMART CLASSROOM

Interactive video conferencing classes (IPV) - A variety of classes, primarily originating with faculty on the Ontario Campus, are delivered to the Caldwell campus in real time. Students interact with faculty and fellow students via two-way video and audio communication.

ENGLISH FOR SPEAKERS OF OTHER LANGUAGES

Oregon Trail Building - (541) 881-5849

This program assists adults who speak a language other than English to acquire skills in reading and speaking English. Although other language groups are

represented, Spanish-speakers compose more than 90% of the ESL classes. Bilingual Spanish/English speaking staff are available for Spanish speakers. Resource people from the community are available for non-Spanish speaking English language learners.

In order to meet the work and family schedules of ESL students, classes are offered mornings and evenings. The morning class is typically multilevel. The evening classes, which are larger, are divided into beginning and advanced levels. Students typically attend two, 3-hour classes per week. Additional classes are offered during the winter months when more students are available to attend.

Degrees & Certificates Overview

DEGREES & CERTIFICATES OVERVIEW

The College offers four degrees, the [Oregon Transfer Module](#) and a variety of [certificate programs](#) of study. Students are encouraged to review and carefully consider which degree or certificate will help them reach their educational goals. The following degrees, based on a prescribed program of study, are awarded by the college:

- [Associate of Arts - Oregon Transfer \(AAOT\)](#)
- [Associate of Science - Oregon Transfer \(ASOT\) in Business](#)
- [Associate of Science \(AS\)](#)
- [Associate of Applied Science \(AAS\)](#)

Degrees generally may be completed within a two-year period, provided that the student enters with college-level skills in writing, reading and mathematics. Classes are available for students who need additional preparation.

Students wishing to transfer are encouraged to follow these steps: Contact the four-year college or university selected for transfer to check current entrance requirements and suggested freshman and sophomore courses in the chosen major field.

Make an educational plan with the help of a TVCC advisor, matching coursework at TVCC with coursework required at the transfer institution. Check with the transfer institution early in the second year to make sure all requirements are being met. Check deadlines for admission, and complete admission within those deadlines.

Degree and certificate requirements listed in this catalog are valid for five years. Students who do not complete their declared program within five years will be required to complete the requirements of the degree/certificates of the catalog currently in force.

Transfer students and students returning to TVCC after a five year absence may be required to complete the requirements of the programs listed in the current catalog in the year they transfer/return to TVCC.

Foreign Language Requirement

TVCC does not have a foreign language requirement, however, the four-year public universities in Oregon require two years of study of the same foreign language in high school or two terms of study at the college level for admittance (exceptions may be made by the four-year university). This applies to students graduating high school after June, 1997.

The four-year public Oregon universities also require proficiency in one foreign language in order for students to graduate with a Bachelor of Arts degree. See the four-year university for specific requirements and ways to meet them. Students who wish to transfer are encouraged to meet their foreign language requirement at TVCC.

OREGON TRANSFER MODULE

The Oregon Transfer Module (OTM) comprises the first year of general education coursework leading directly to an Associate of Arts Oregon Transfer (AAOT) degree or into a baccalaureate degree from any public Oregon college or university. Students will advance to sophomore standing upon completion of the OTM.

A minimum of 45 credits in classes numbered 100 or above with a grade point average of at least 2.0 are required to earn the OTM. Students must also earn a grade of "C-" or better in each foundation skills course. Credits must be selected from the requirements listed below.

FOUNDATION SKILLS REQUIREMENTS (13 CREDITS)

Students must earn a grade of "C-" or better in each foundation skills course

- Writing Skills (6 credits)
 - WR121 and WR122
- Oral Communications (3 credits)
 - SP 111 or SP 112 or SP 219
- Mathematics (4 credits)
 - Any math course above MATH 95 that has Intermediate Algebra or higher as a prerequisite

DISTRIBUTION REQUIREMENTS (30 CREDITS)

Students will select three courses from each of three areas of study:

- Arts and Letters
- Social Science
- Science/Math/Computer Science including at least one biological or physical science with a lab.

These courses may also be used to satisfy requirements for a discipline emphasis, where applicable. Note: Courses used to fulfill foundation requirements may not be used to fulfill distribution requirements.

ELECTIVES (TO BRING TOTAL TO 45 CREDITS)

Course must be selected from Arts and Letters, Social Science, and Science/Math/Computer Science distribution courses.

ASSOCIATE OF SCIENCE DEGREE OVERVIEW

This Associate of Science (AS) degree is a planned sequence of courses designed to meet lower division requirements in specific programs at receiving institutions in Oregon, Idaho and Montana. Completion of this degree does not guarantee that all lower division requirements have been met. Students are advised to plan well in advance of transfer for specific prerequisite and pre-major course requirements. Students should develop an educational plan, working closely with their TVCC advisor as well as and advisor at the four-year university selected for transfer.

This degree is also excellent preparation for transfer to many private and out-of-state colleges and universities.

Students must complete a minimum of 90 quarter credits in course numbered 100 or above with a grade point average of at least 2.0 in order to graduate with an AS degree. Students must also earn a grade of "C-" or better in each foundation skills course. At least 24 credits must be earned at TVCC.

Areas of Study

[Agriculture](#)

[Business](#)

[Natural Resources](#)

ASSOCIATE OF APPLIED SCIENCE OVERVIEW

The Associate of Applied Science degree is designed to prepare students for direct entry into the workforce. The degree also provides a foundation for career advancement, and may, depending on the program of study, prepare students for certification or licensure in their chosen field. This degree combines professional-technical courses with related education in communication, computation and human relations. While this degree is not intended for transfer, some four-year colleges may accept all or part of the courses in the degree. If students wish to transfer with this degree they should develop an educational plan, working closely with their TVCC advisor as well as an advisor at the four-year college or university selected for transfer.

AAS DEGREE REQUIREMENTS

Treasure Valley Community College

Degrees & Certificates Overview

Students must complete a minimum of 90 quarter credits with a grade point average of at least 2.0 in order to graduate with an AAS degree. Exception: Students may include courses numbered less than 100 if those courses are identified by the department as required under related education. Students must also complete all departmental and related education requirements. At least 24 credits must be earned at TVCC. Credits must satisfy requirements listed below.

RELATED EDUCATION REQUIREMENTS (credits vary by degree)

All programs require specific related education courses from the coursework listed below. Students must complete the specific courses identified in their chosen AAS degree.

- Communication - WR 101, WR 121, WR 227, BA 214
- Computation - AET 211, BA 104, MATH 60, MATH 70
- Human Relation skills - PSYC 101, BA 204, EDUC 246 with EDUC 247, CJ 200 (INED 156 is recommended)

Associate of Applied Science degrees:

Addiction Studies	Agriculture Business
Aviation	Business Management
Business Management - Accounting	Computer Networking Information Systems
Criminal Justice	Early Childhood Education
GIS Technology Applications	Horse Production
Medical Transcription	Natural Resources
Nursing	Office Administration
Office Administration- Legal Office	Office Administration - Medical Office
Ranch Management	Renewable Energy & Systems Control Technology
Structural Fire Science	Welding Technology
Wildland Fire Management	

CERTIFICATES OVERVIEW

CERTIFICATES OF COMPLETION

Professional and Technical Education Certificates of Completion are designed to prepare students for relatively quick and direct entry into the workforce. A certificate is awarded for a prescribed professional and technical education program of study and may be from 45+ credits in length. Most certificates offered by TVCC are three quarters in length or less and may include related instruction in communication, computation and human relations skills. Most certificate are also part of a career pathway that can lead to an Associates of Applied Science degrees.

Students must complete certificate requirements with at least a 2.0 grade average.

Agriculture Business Technician - Crop Science	Emergency Medical Technician
Applied Accounting Specialist	Environmental Science Technician
Computer Network Technician	Office Specialist

Corrections

Early Childhood Education

Welding Technology

Wildland Fire

CAREER PATHWAYS CERTIFICATES

Pathways assists students interested in transitioning from school to the workforce and back to school, as they continue their education. Career Pathways provide students a track to higher learning through professional and technical education certificates, degrees, and skill in high-demand occupations.

Career Pathways offers short-term certificates (12-44 credits) and technical training designed to upgrade skills and increase earning potential. Career Pathways Certificates are designed and developed in partnership with industry and allow students to "step in and out" of their education with no loss of earned credits. More information on the available Career Pathways Certificates can be found at www.tvcc.cc/academics/cte/career_pathways/.

INDUSTRY CERTIFICATIONS

A number of the professional and technical education program prepare students to test for various industry certifications. Industry certification is recognized by employers as evidence that an individual has demonstrated a skill level that is required or recommended by the industry.

ASSOCIATE OF ARTS OREGON TRANSFER (AAOT)

The Associate of Arts Oregon Transfer Degree (AAOT) is designed for students who want to earn a two-year degree in order to transfer to a four-year college of university. The first two years of college work are accomplished at the community college level, transfer as a block, and are accepted as meeting the freshman and sophomore requirements at all public Oregon universities. This degree enables the student to meet all lower division general education requirements and attain junior standing for registration purposes. It does not guarantee that the student will gain entrance with junior standing into the student's desired major area. Class standing, GPA requirements, or required courses for specific majors are not necessarily satisfied by the AAOT degree. If a student transfers before completing the AAOT degree, coursework will be evaluated by the four-year school on a course-by-course basis.

This degree has also been approved for transfer by the Idaho Board of Education to all public Idaho college and universities. This degree is also excellent preparation for transfer to many private and out-of-state colleges and universities.

Students are advised to plan well in advance of transfer for specific pre-requisite and pre-major course requirements. Students should develop an educational plan, working closely with their TVCC advisor as well as an advisor at the four-year college or university select for transfer.

AAOT Degree Requirements

Students must complete a minimum of 90 quarter credits in courses numbered 100 or above with a grade point average of at least 2.0 in order to graduate with an AAOT degree. Students must also earn a grade of "C-" or better in all courses. At least 24 credits must be earned at TVCC. Credits must satisfy requirements listed below.

FOUNDATION SKILLS

Students must earn a grade of "C-" or better in each foundation skills course.

Writing (8 credits)

- WR 121, WR 122 - English Composition
- WR 123 - English Composition or WR 227 - Technical Report Writing

Oral Communications (3 credits)

- SP 111 - Fundamentals of Speech or
- SP 112 - Persuasive Speech or
- SP 219 - Small Group Discussion

Mathematics

- one course, 100 level or above

Health/Wellness/Fitness

- one or more courses totaling at least three credits

DISCIPLINE STUDIES

Students will select credits from three areas of study:

- Arts and Letters
- Social Sciences
- Science/Math/Computer Science

Eligible course areas are listed below. Note: Courses used to fulfill foundation skills requirements may not be use to fulfill distribution requirements.

Arts and Letters (3 courses) - A minimum of three courses, chosen from two or more disciplines.

All credits below are three (3) credits each unless otherwise noted.

ART 101 - Intro to Visual Arts	MUS 105 - Music Appreciation
ART 115, 116, 117 - Basic Design	MUS 111, 112, 113 - Music Theory I(4 credits each)
ART 131, 132, 133 - Drawing	MUS 201, 202, 203 - Intro to Music & Its Literature
ART 181, 182, 183 - Painting	MUS 205 - Intro to Jazz History
ART 204, 205, 206 - Survey of Western Art	MUS 206 - Intro to the History of Rock Music
ART 253, 254, 255 - Ceramics	
ART 261, 265, 266 - Photography	PHIL 101 - Philosophical Problems

ENG 104, 105, 106 - Intro to Literature	R 201, 202, 203 - World Religions
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ENG 107, 108, 109 - World Literature

ENG 195 - Film Studies	SPAN 201, 202, 203 - 2nd Year Spanish (4 credits each)
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ENG 201, 202, 203 - Shakespeare

ENG 204, 205, 206 - Survey of English Literature	SP 111 - Fundamentals of Speech
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ENG 253, 254, 255 - Survey of American Literature	SP 112 - Persuasive Speech
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ENG 260 - Intro to Women Writers	SP 219 - Small Group Discussion
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HUMN 148, 149, 150 - Intro to Humanities	TA 100 - Intro to Theatre
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MUS 101 - Music Fundamentals	WR 241, 242, 243 - Intro to Imaginative Writing
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Social Sciences (4 courses) -A minimum of four courses, chosen from two or more disciplines.

All course below are three (3) credits each unless otherwise noted.

ANTH 110 - Intro to Cultural Anthropology	HIST 101, 102, 103 - Western Civilization
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	HIST 201, 202, 203 - US History
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CJ 100 - Intro to Criminal Justice

CJ 120 - Judicial Process	POSC 201, 202, 203 - American Government
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CJ 201 - Intro to Juvenile Justice

CJ 220 - Criminal Law	PSYC 201, 202, 203 - GENERAL PSYCHOLOGY
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CJ 222 - Procedural Law	PSYC 235, 236 - Human Development
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CJ 223 - Rules of Evidence	PSYC 237 - Seasons of Life(4 credits)
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ECON 201, 202, 203 - Economics	R 201, 202, 203 - World Religions
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Treasure Valley Community College

Degrees & Certificates Overview

ETHN 101, 102, 103 - Ethnic Studies

SOC 204, 205, 206 - General Sociology

PHYS 201, 202, 203 - General Physics

PHYS 211, 212, 213 - Classical Physics(5 credits each)

GEOG 105 - Intro to Cultural Geography

NOTE: Special Studies and Independent Studies numbered 198, 298, 299 will not satisfy the general education and/or distribution requirements, but may be taken as electives.

Science/Math/Computer Science (4 courses)- A minimum of four courses chosen from at least two disciplines including at least three laboratory course in biological and/or physical science.

Non-Lab Sciences

MATH 105 - Contemporary Mathematics

MATH 111 - College Algebra

MATH 112 - Elementary Functions

MATH 113 - Pre Calculus

MATH 211, 212, 213 - Fund of Elementary Math I, II, III

MATH 243, 244 - Probability and Statistics

MATH 251, 252, 253 - Calculus(5 credits each)

Lab Sciences

BIOL 101, 102, 103 - General Biology

BIOL 107 Principles of Ecology & Field Biology

BIOL 211, 212, 213 - Biology(5 credits each)

BIOL 231, 232, 233 - Human Anatomy and Physiology

BIOL 234 - Microbiology

GEOL 201, 202, 203 - Geology

GEOG 101 - Intro to Physical Geography

GSCI 104 - Physical Science: Physics

GSCI 105 - Physical Science: Chemistry

FNUT 225 - Nutrition

GSCI 106 - Physical Science: Geology

GSCI 107 - Physical Science: Astronomy

GSCI 108 - Physical Science: Oceanography

GSCI 109 - Physical Science: Meteorology

GSCI 110 - Physical Science: Energy

CHEM 104, 105, 106 - Survey of Chemistry (Health)

CHEM 121, 122, 123 - General Chemistry

CHEM 221, 222, 223 - College Chemistry(5 credits each)

CULTURAL LITERACY

Students must select one course designated as meeting the statewide criteria for cultural literacy. See list below. The course selected for the diversity requirement may also be used for fulfill distribution requirements, where applicable.

ANTH 110 - Intro to Cultural Anthropology

BA 203 - International Business

ENG 107,108, 109 - World Literature

ENG 253, 254, 255 - Survey of American Literature

ENG 260 - Intro to Women Writers

ETHN 101, 102, 103 - Ethnic Studies

GEOG 105 - Intro to Cultural Geography

HUMN 148,149.150 - Intro to Humanities

R 201,202.203 - World Religion

SPAN 201, 202, 203 - 2nd Year Spanish

ELECTIVES

Any college level course that would bring total credits to 90 quarter hours including up to 12 credits of Career and Technical Education courses, designed by the college as acceptable.

Note: Courses used to fulfill Foundation Skills requirements may not be used as electives.

Note: Oregon Universities require two years of one foreign language in high school, or two terms of one college level foreign language for admittance.

ASSOCIATE OF SCIENCE OREGON TRANSFER - BUSINESS

This is a statewide block-transfer degree intended to prepare students for transfer into a baccalaureate business program at an Oregon University System (OUS) institution. On completion of the Associate of Science Oregon Transfer - Business (ASOT-Business), students will have met all lower-division general education requirements and will have completed core lower-division business courses. The degree guarantees junior standing for registration purposes, but it does not guarantee admission to a business school/program at an OUS campus. **Students who wish to transfer are strongly encouraged to work closely with their TVCC advisor to develop a transfer plan** and to identify and contact an advisor at their chosen transfer institution. All courses must be passed with a grade of "C-" or better. A minimum of 90 transfer credits and a minimum **grade point average of 2.0** are needed to graduate.

ASOT - Business Requirements

Students must complete a minimum of 90 quarter credits in courses numbered 100 or above with a grade point average of at least 2.0 in order to graduate with an ASOT degree. Students must also earn a grade of "C-" or better in all courses. Credits must satisfy requirements listed below.

FOUNDATION SKILLS

Students must earn a grade of "C-" or better in each foundation skills course.

Writing:

- WR 121, WR 122 - English Composition
- WR 227 - Technical Report Writing

Oral Communications(one course):

- SP 111 - Fundamentals of Speech or
- SP 112 - Persuasive Speech or
- SP 219 - Small Group Discussion

Mathematics:

- MATH 111 - College Algebra
- MATH 243, 244 - Probability and Statistics

Computer Applications:

- CS 125 SS - Spreadsheet Applications
- BA 131 - Intro to Business Computing

Business:

- BA 101 - Intro to Business
- BA 211, 212, 213 - Principles of Accounting I, II, III
- BA 226, 227 - Business Law I, II
- ECON 201, 202 - Economics

DISCIPLINE STUDIES

Students will select credits from three areas of study:

- Arts and Letters
- Social Sciences
- Science/Math/Computer Science

Eligible course areas are listed below. Note: Courses used to fulfill foundation skills requirements may not be used to fulfill distribution requirements.

Arts and Letters (3 courses) - A minimum of three courses, chosen from two or more disciplines.

All credits below are three (3) credits each unless otherwise noted.

ART 101 - Intro to Visual Arts	MUS 105 - Music Appreciation
ART 115, 116, 117 - Basic Design	MUS 111, 112, 113 - Music Theory I(4 credits each)
ART 131, 132, 133 - Drawing	MUS 201, 202, 203 - Intro to Music & Its Literature
ART 181, 182, 183 - Painting	MUS 205 - Intro to Jazz History
ART 204, 205, 206 - Survey of Western Art	MUS 206 - Intro to the History of Rock Music
ART 253, 254, 255 - Ceramics	PHIL 101 - Philosophical Problems
ART 261, 265, 266 - Photography	
ENG 104, 105, 106 - Intro to Literature	R 201, 202, 203 - World Religions
ENG 107, 108, 109 - World Literature	
ENG 195 - Film Studies	SPAN 201, 202, 203 - 2nd Year Spanish (4 credits each)
ENG 201, 202, 203 - Shakespeare	
ENG 204, 205, 206 - Survey of English Literature	SP 111 - Fundamentals of Speech
ENG 253, 254, 255 - Survey of American Literature	SP 112 - Persuasive Speech
ENG 260 - Intro to Women Writers	SP 219 - Small Group Discussion
HUMN 148, 149, 150 - Intro to Humanities	TA 100 - Intro to Theatre
MUS 101 - Music Fundamentals	WR 241, 242, 243 - Intro to Imaginative Writing
Social Sciences (4 courses) -A minimum of two courses, chosen from two or more disciplines.	
All course below are three (3) credits each unless otherwise noted.	
ANTH 110 - Intro to Cultural Anthropology	HIST 101, 102, 103 - Western Civilization
	HIST 201, 202, 203 - US History
CJ 100 - Intro to Criminal Justice	
CJ 120 - Judicial Process	POSC 201, 202, 203 - American Government
CJ 201 - Intro to Juvenile Justice	
CJ 220 - Criminal Law	PSYC 201, 202, 203 - GENERAL PSYCHOLOGY
CJ 222 - Procedural Law	PSYC 235, 236 - Human Development
CJ 223 - Rules of Evidence	PSYC 237 - Seasons of Life(4 credits)
ECON 203 - Economics	R 201, 202, 203 - World Religions

ETHN 101, 102, 103 - Ethnic Studies

SOC 204, 205, 206 - General Sociology

PHYS 201, 202, 203 - General Physics

PHYS 211, 212, 213 - Classical Physics(5 credits each)

GEOG 105 - Intro to Cultural Geography

NOTE: Special Studies and Independent Studies numbered 198, 298, 299 will not satisfy the general education and/or distribution requirements, but may be taken as electives.

Science/Math/Computer Science (4 courses)- A minimum of four courses chosen from at least two disciplines including at least three laboratory course in biological and/or physical science.

Non-Lab Sciences

MATH 105 - Contemporary Mathematics

MATH 112 - Elementary Functions

MATH 113 - Pre Calculus

MATH 211, 212, 213 - Fund of Elementary Math I, II, III

MATH 251, 252, 253 - Calculus(5 credits each)

GEOG 101 - Intro to Physical Geography

FNUT 225 - Nutrition

Lab Sciences

BIOL 101, 102, 103 - General Biology

BIOL 107 Principles of Ecology & Field Biology

BIOL 211, 212, 213 - Biology(5 credits each)

BIOL 231, 232, 233 - Human Anatomy and Physiology

BIOL 234 - Microbiology

GEOL 201, 202, 203 - Geology

GSCI 104 - Physical Science: Physics

GSCI 105 - Physical Science: Chemistry

GSCI 106 - Physical Science: Geology

GSCI 107 - Physical Science: Astronomy

GSCI 108 - Physical Science: Oceanography

GSCI 109 - Physical Science: Meteorology

GSCI 110 - Physical Science: Energy

CHEM 104, 105, 106 - Survey of Chemistry (Health)

CHEM 121, 122, 123 - General Chemistry

CHEM 221, 222, 223 - College Chemistry(5 credits each)

CULTURAL LITERACY

Students must select on course designated as meeting the statewide criteria for cultural literacy. See list below. The course selected for the diversity requirement may also be used for fulfill distribution requirements, where applicable.

ANTH 110 - Intro to Cultural Anthropology

BA 203 - International Business

ENG 107,108, 109 - World Literature

ENG 253, 254, 255 - Survey of American Literature

ENG 260 - Intro to Women Writers

ETHN 101, 102, 103 - Ethnic Studies

GEOG 105 - Intro to Cultural Geography

HUMN 148,149.150 - Intro to Humanities

R 201,202.203 - World Religion

SPAN 201, 202, 203 - 2nd Year Spanish

ELECTIVES

Any college level course that would bring total credits to 90 quarter hours including up to 12 credits of Career and Technical Education courses, designed by the college as acceptable.

Note: Courses used to fulfill Foundation Skills requirements may not be used as electives.

ASOT - Business Requirements for Specific Colleges

Each OUS school has different requirements for their Business program. Students are strongly advised to work closely with their TVCC advisor to develop a transfer plan and to identify and contact an advisor at their chosen transfer institution early in their program.

Note: Oregon Universities require two years of one foreign language in high school, or two terms of one college level foreign language for admittance.

Ag Business Technician-Crop Science

CERTIFICATE (ONE YEAR)

Major code: 3200
Department: Ag and NATR
Chair: Sandra Porter
Advising: Jared Higby 541-881-5592; Marcus Nichols 541-881-5968

PROGRAM OVERVIEW

The one-year Agriculture Business Technician Certificate prepares students to enter or advance in the agricultural field as a customer service/sales representative, field technician, or field scout with a focus on the crop and seed industry.

This certificate is designed for students wishing to directly enter the workforce. It is not designed to transfer to a four year institution, although some courses are transferable. Students who wish to transfer coursework are strongly encouraged to work closely with their TVCC advisor to develop a transfer plan and to identify and contact an advisor at their chosen transfer institution. A minimum grade point average of 2.0 is required to obtain the certificate.

LEARNING OUTCOMES

Students who complete the Agriculture Business Technician Certificate of Completion will be prepared to:

- Select and implement an appropriate record keeping system that satisfies state and federal requirements.
- Keep and analyze a record keeping systems to make sound management decisions.
- Identify and use 5 marketing systems for farm and ranch products.
- Develop and implement a ranch or farm conservation plan based on soil series, grazing management and irrigation methods.

DUAL CREDIT (2+2)

Students will receive credit for Ag and NATR classes taken in high school as equivalent to college classes provided that the high school classes are listed on a signed articulated on agreement between the specific high school and the college. Credit will be transcribed as equivalent to a parallel community college course.

RELATED EDUCATIONAL REQUIREMENTS (7 CREDITS)

All career and technical education degrees and one-year certificates contain required courses in applied communication, computation and human relations. These courses are designed to support student competence and success in the workplace. Students must have appropriate test scores in writing and math to enter the related courses listed. Students who test below the required level will be required to take preparatory courses. A college advisor will assist students with selecting the appropriate preparatory course or courses.

<u>COURSE #</u>	<u>COURSE TITLE</u>	<u>CREDITS</u>
- INED 156	EMPLOYMENT STRATEGIES.....	1
- AET 211	ENGINEERING PROBLEMS.....	3
- WR 101	WORKPLACE COMMUNICATIONS I.....	3

YEAR 1

<u>COURSE #</u>	<u>COURSE TITLE</u>	<u>CREDITS</u>
- AG 111	AGRICULTURE COMPUTERS.....	3
- AG 201	CURRENT ISSUES IN AGRICULTURE.....	1
- AG 207	AGRICULTURE SEMINAR.....	1
- AG 215	IRRIGATION AND DRAINAGE.....	4
- AREC 210	FARM BUSINESS MANAGEMENT.....	3
- AREC 211	MANAGEMENT IN AGRICULTURE.....	4
- AREC 221	MARKETING IN AGRICULTURE.....	3
- AREC 281	GLOBAL AGRICULTURAL MARKETS.....	3
- CSS 200	PRINCIPLES OF CROP SCIENCE.....	4
- CSS 205	GENERAL SOILS.....	3
- CSS 210	FORAGE PRODUCTION.....	3
- CSS 215	SOIL NUTRIENTS & FERTILIZER.....	3
- CSS 217	PESTICIDE SAFETY AND USE.....	1
- CSS 240	INTRO TO NOXIOUS WEEDS.....	3
- HORT 111	INTRO TO PLANT GROWTH.....	3
- HPE 120	FIRST AID & CPR.....	2

Total number of credits..... 51

Applied Accounting Specialist

CERTIFICATE (ONE YEAR)

Major code: 3040

Department: Business and Computer Information Systems

Chair: Dustin Mason

Advising: Wes W Tucker 541-881-5897

PROGRAM OVERVIEW

The Applied Accounting Specialist certificate prepares students for a variety of entry-level positions in the accounting field. All courses in this certificate may be applied to the Business Management-Accounting Option Associate of Applied Science degree. A minimum grade point average of 2.0 is required to obtain the certificate.

LEARNING OUTCOMES

Students who complete certificate will be prepared to:

- Compose grammatically correct, well-organized written and oral business presentations.
- Apply appropriate mathematical skills for business problem solving.
- Utilize applied technology to support business functions.
- Listen to and accurately assess responses of customers and co-workers within diverse cultural contexts.
- Apply ethical and legal laws and regulations in solving business problems.

DUAL CREDIT (2+2)

Students will receive credit for Business and Computer Information Systems classes taken in high school as equivalent to college classes provided that the high school classes are listed on a signed articulated on agreement between the specific high school and the college. Credit will be transcribed as equivalent to a parallel community college course.

RELATED EDUCATIONAL REQUIREMENTS (16 CREDITS)

All career and technical education degrees and one-year certificates contain required courses in applied communication, computation and human relations. These courses are designed to support student competence and success in the workplace. Students must have appropriate test scores in writing and math to enter the related courses listed. Students who test below the required level will be required to take preparatory courses. A college advisor will assist students with selecting the appropriate preparatory course or courses.

COURSE #	COURSE TITLE	CREDITS
- BA 104	BUSINESS MATH.....	4
- BA 204	TEAMWORK DYNAMICS.....	3
- BA 214	BUSINESS COMMUNICATION.....	3
- SP 111	FUNDAMENTALS OF SPEECH.....	3
- WR 121	ENGLISH COMPOSITION.....	3

YEAR 1

COURSE #	COURSE TITLE	CREDITS
- BA 200	APPLIED ACCOUNTING I or BA 211 PRINCIPLES OF ACCOUNTING I.....	4
- BA 201	APPLIED ACCOUNTING II or BA 212 PRINCIPLES OF ACCOUNTING II.....	4
- BA 202	APPLIED ACCOUNTING III or BA 213 PRINCIPLES OF ACCOUNTING III.....	4
- BA 131	INTRO TO BUSINESS COMPUTING.....	4
- BA 215	COST ACCOUNTING.....	3
- BA 228	COMPUTER-ASSISTED ACCOUNTING.....	3
- BA 240	FUND ACCOUNTING.....	3
- BA 256	INCOME TAX PROCEDURES.....	3
- CS 125 SS	SPREADSHEET APPLICATIONS.....	4
- OA 201	WORD PROCESSING PROCEDURES I.....	3

Total number of credits..... 57

ELECTIVES (6 CREDITS)

Choose from the following:

COURSE #	COURSE TITLE	CREDITS
- BA 153	CRITICAL/CREATIVE THINKING.....	3
- BA 206	PRINCIPLES OF MANAGEMENT.....	3
- BA 223	PRINCIPLES OF MARKETING.....	3
- BA 230	PAYROLL ACCOUNTING.....	3
- BA 236	COMPUTER-ASSISTED ACCOUNTING II.....	3
- BA 239	PRINCIPLES OF ADVERTISING.....	3
- BA 243	CONSUMER BEHAVIOR.....	3
- BA 249	RETAIL MANAGEMENT.....	3
- MREC 110	MEDICAL TRANSCRIPTION I.....	3
- MREC 116	MEDICAL OFFICE PROCEDURES.....	3
- MREC 125	CARDIOLOGY TRANSCRIPTION.....	1
- MREC 126	GASTROINTESTINAL TRANSCRIPTION.....	1
- MREC 127	ORTHOPEDIC TRANSCRIPTION.....	1
- MREC 210	MEDICAL BILLING I.....	3
- MREC 211	MEDICAL BILLING II.....	3
- OA 121	KEYBOARDING I.....	3
- OA 124	KEYBOARDING SKILL BUILDING.....	2
- OA 131	LEGAL OFFICE PROCEDURES I.....	3
- OA 132	LEGAL OFFICE PROCEDURES II.....	3
- OA 290	INTEGRATED OFFICE APPLICATIONS.....	3

Corrections

CERTIFICATE (ONE YEAR)

Major code: 3065

Department: Career and Technical Ed

Chair: Justin Tate

Advising: Jessica Breidinger 541-881-5998

PROGRAM OVERVIEW

This certificate prepares students for entry level positions in the corrections field.

Most courses in this certificate may be applied to the Criminal Justice degree. A minimum grade point average of 2.0 is required to obtain the certificate.

LEARNING OUTCOMES

Students who complete the certificate will be prepared to:

- Identify historical and philosophical evolution of criminal justice sanctions and punishment
- Describe the constitutional and statutory foundation for offender treatment within correctional facilities

RELATED EDUCATIONAL REQUIREMENTS (10 CREDITS)

All career and technical education degrees and one-year certificates contain required courses in applied communication, computation and human relations. These courses are designed to support student competence and success in the workplace. Students must have appropriate test scores in writing and math to enter the related courses listed. Students who test below the required level will be required to take preparatory courses. A college advisor will assist students with selecting the appropriate preparatory course or courses.

<u>COURSE #</u>	<u>COURSE TITLE</u>	<u>CREDITS</u>
- WR 101	WORKPLACE COMMUNICATIONS OR HIGHER.....	3
- CJ 200	COMMUNITY RELATIONS.....	3
- MATH 060	BEGINNING ALGEBRA I.....	4

YEAR 1

<u>COURSE #</u>	<u>COURSE TITLE</u>	<u>CREDITS</u>
- CJ 100	INTRO TO CRIMINAL JUSTICE.....	3
- CJ 120	INTRO TO JUDICIAL PROCESS.....	3
- CJ 130	INTRO TO CORRECTIONS.....	3
- CJ 132	INTRO TO PAROLE & PROBATION.....	3
- CJ 201	INTRO TO JUVENILE JUSTICE SYSTEM.....	3
- CJ 202	VIOLENCE & AGRESSION.....	3
- CJ 205	VICTIMS OF CRIME.....	3
- CJ 220	CRIMINAL LAW.....	3
- CJ 222	PROCEDURAL LAW.....	3
- CJ 225	CORRECTIONS LAW.....	3
- HPE 120	FIRST AID & CPR.....	2
- HPE 295	HEALTH & FITNESS FOR LIFE.....	3

Total number of credits..... 45

Early Childhood Education

CERTIFICATE (ONE YEAR)

Major code: 3151

Department: Social Science and Education

Chair: Gerry D Hampshire

Advising: Korey D Mereness 541-881-5845

PROGRAM OVERVIEW

Students successfully completing the certificate are prepared to work in private daycare facilities as teaching assistants.

All courses in this certification may be applied to the Early Childhood Education Associate of Applied Science degree. A minimum grade point average of 2.0 is required for this certificate.

LEARNING OUTCOMES

Students who complete the certificate will be prepared to:

- Apply principles and skills in observing children birth to age 8 in order to select guidance techniques to promote autonomy.
- Plan and implement nutrition plans.
- Practice appropriate communications skills#written and verbal#with supervisors, colleagues, parents and children.
- Plan and implement activities to work with children of diverse ages, backgrounds and abilities based on developmentally appropriate theories and observations.

RELATED EDUCATIONAL REQUIREMENTS (10 CREDITS)

All career and technical education degrees and one-year certificates contain required courses in applied communication, computation and human relations. These courses are designed to support student competence and success in the workplace. Students must have appropriate test scores in writing and math to enter the related courses listed. Students who test below the required level will be required to take preparatory courses. A college advisor will assist students with selecting the appropriate preparatory course or courses.

<u>COURSE #</u>	<u>COURSE TITLE</u>	<u>CREDITS</u>
- MATH 060	MATH 060 - BEGINNING ALGEBRA OR ABOVE.....	4
- EDUC 246	FAMILY/COMMUNITY RELATIONS-ECE.....	3
- WR 121	ENGLISH COMPOSITION.....	3

YEAR 1

<u>COURSE #</u>	<u>COURSE TITLE</u>	<u>CREDITS</u>
- EDUC 106	CHILD DEVELOPMENT II.....	3
- EDUC 140	INTRO EARLY CHILDHOOD EDUCATION.....	3
- EDUC 141	CHILD DEVELOPMENT I.....	3
- EDUC 143	CHILDHOOD DEVELOPMENT III.....	3
- EDUC 145	GUIDANCE I-EARLY CHILDHOOD ED.....	3
- EDUC 150	CURRICULUM I-EARLY CHILDHOOD ED.....	3
- EDUC 154	LITERATURE & LITERACY FOR ECE.....	3
- EDUC 157	MATH DEVELOPMENT FOR ECE.....	3
- EDUC 158	BILINGUAL LANGUAGE DEVELOPMENT.....	3
- EDUC 200	INTRO TO EDUCATION.....	4
- EDUC 240	CURRICULUM II- EARLY CHILDHOOD ED.....	3
- EDUC 241	CURRICULUM III- EARLY CHILDHOOD ED.....	3
- EDUC 245	GUIDANCE II-EARLY CHILDHOOD ED.....	3

Total number of credits..... 50

Emergency Medical Technician

Total number of credits.....47

Biology courses listed above have prerequisites.

CERTIFICATE (ONE YEAR)

Major code: 3121
Department: Center for Business Workforce and Community Learning
Chair: Andrea Testi
Advising: Sheryl Romans 541-881-5757

PROGRAM OVERVIEW

This one-year Emergency Medical Technician Certificate prepares students to enter or advance in the emergency and medical fields as ambulance personnel, first responders, emergency fire personnel, and safety responders in manufacturing plants and businesses. This certificate is designed to meet the requirements of the NREMT Certification and provides the first year of a two-year Associate of Applied Science Emergency Medical Technician degree (which requires transfer to another college).

Students who wish to transfer coursework are strongly encouraged to work with their TVCC advisor to develop a transfer plan and to identify and contact an advisor at their chosen transfer institution. The EMT courses also fulfill some of the core requirements for a Structural Fire AAS at Treasure Valley. A minimum grade point average of 2.0 is required to obtain the certificate.

LEARNING OUTCOMES

Students who complete the certificate will be prepared to:

- Assess patients and apply treatment protocols in emergency medical situations, in a professional and ethical manner.
- Demonstrate the ability to effectively and appropriately use oral and written communication techniques with patients, families, and members of the health care team.
- Perform all basic and advanced life support skills in a safe and timely manner.

RELATED EDUCATIONAL REQUIREMENTS (10 CREDITS)

All career and technical education degrees and one-year certificates contain required courses in applied communication, computation and human relations. These courses are designed to support student competence and success in the workplace. Students must have appropriate test scores in writing and math to enter the related courses listed. Students who test below the required level will be required to take preparatory courses. A college advisor will assist students with selecting the appropriate preparatory course or courses.

COURSE #	COURSE TITLE	CREDITS
-	WR 101 - WORKPLACE COMMUNICATIONS I OR WR 121 - ENGLISH COMPOSITION.....	3
-	EMT 170 EMERGENCY COMM & PATIENT TRANS.....	3
-	MATH 060 BEGINNING ALGEBRA I.....	4

YEAR 1

COURSE #	COURSE TITLE	CREDITS
-	BIOL 231 HUMAN ANATOMY & PHYSIOLOGY.....	4
-	BIOL 232 HUMAN ANATOMY & PHYSIOLOGY.....	4
-	BIOL 233 HUMAN ANATOMY & PHYSIOLOGY.....	4
-	CJ 203 CRISIS INTERVENTION.....	3
-	EMT 151 EMT BASIC I.....	5
-	EMT 152 EMT BASIC II.....	5
-	EMT 169 EMT RESCUE.....	3
-	EMT 175 INTRO EMERGENCY MEDICAL SERVICES.....	3
-	GSCI 161 MEDICAL TERMINOLOGY I.....	3
-	SOC 205 GENERAL SOCIOLOGY.....	3

Environmental Science Technician

CERTIFICATE (ONE YEAR)

Major code: 3181
Department: Ag and NATR
Chair: Sandra Porter
Advising: Marcus Nichols 541-881-5968

PROGRAM OVERVIEW

This certificate allows students to build fundamental knowledge in Natural Resources then customize their own education through three different concentrations. Students can choose from Field Mapping/Cartography and Natural Resource Conservation courses in order to create a customized program based on career goals. Successful graduates of this program may secure entry level positions as seasonal or temporary employees for state and federal agencies or private industry.

LEARNING OUTCOMES

Students who complete the Natural Resources Environmental Technician Certificate of Completion will be prepared to:

- Demonstrate knowledge of multiple natural resource career opportunities both academically and professionally.
- Demonstrate knowledge of regional natural sites, their accompanying wildlife, natural resources, and various management and conservation practices.
- Display general knowledge of rangeland resources, forest ecosystems, soil characteristics, regional plants, and ecological succession through practical lab work and written assessment.
- Navigate terrain with the use of aerial maps, GPS units, and topographical maps.

DUAL CREDIT (2+2)

Students will receive credit for Ag and NATR classes taken in high school as equivalent to college classes provided that the high school classes are listed on a signed articulated on agreement between the specific high school and the college. Credit will be transcribed as equivalent to a parallel community college course.

WORK BASED LEARNING

Students integrate classroom learning with work-based learning by participating in an internship (Cooperative Work Experience, NATR 280) at a supervised work site. Department Chair approval is required. Credits and grades are based on job hours worked, work performance, and completion of learning objectives specified in a learning contract.

RELATED EDUCATIONAL REQUIREMENTS (13 CREDITS)

Students must have appropriate test scores in writing and math to enter the related courses listed. Students who test below the required level will be required to take preparatory courses. A college advisor will assist students with selecting the appropriate preparatory course or courses.

COURSE #	COURSE TITLE	CREDITS
- NATR 280	- COOPERATIVE WORK EXPERIENCE.....	3
- INED 156	- EMPLOYMENT STRATEGIES.....	1
- AET 211	- ENGINEERING PROBLEMS.....	3
- SP 111	- FUNDAMENTALS OF SPEECH.....	3
- WR 101	- WORKPLACE COMMUNICATIONS I.....	3

YEAR 1

COURSE #	COURSE TITLE	CREDITS
- FOR 111	- INTRODUCTION TO FORESTRY.....	3
- FWR 101	- NATURAL RESOURCES SEMINAR.....	1
- NATR 105	- FIELD METHODS IN NATURAL RESOURCES.....	3
- NATR 111	- INTRO TO NATURAL RESOURCES.....	5
- NATR 221	- INTRO TO NATURAL RESOURCE ECOLOGY.....	3

Total number of credits..... 45

ELECTIVES (17 CREDITS)

Choose from the following:

COURSE #	COURSE TITLE	CREDITS
- AG 211	- SURVEY & CONSTRUCTION.....	3
- BIOL 211	- COLLEGE BIOLOGY.....	5
- BIOL 212	- COLLEGE BIOLOGY.....	5
- BIOL 213	- COLLEGE BIOLOGY.....	5
- CSS 240	- INTRO TO NOXIOUS WEEDS.....	3
- DRFT 167	- COMPUTER AIDED DRAFTING I.....	4
- GEOG 165	- INTRO TO GIS APPLICATIONS.....	4
- GEOG 211	- CARTOGRAPHY.....	3
- GEOG 265	- GEOGRAPHIC INFO SYSTEMS (GIS) I.....	4
- GEOG 267	- GEODATABASE MANAGEMENT.....	3
- GEOG 285	- GEOGRAPHIC INFO SYSTEMS (GIS) II.....	4
- GEOG 286	- REMOTE SENSING.....	3
- GEOG 295	- GEOSPATIAL CAPSTONE COURSE.....	3
- NATR 102	- L-280 FOLLOWERSHIP TO LEADERSHIP.....	2
- NATR 103	- APPLIED BOTANY.....	3
- NATR 104	- S-290 INTERMEDIATE FIRE BEHAVIOR.....	3
- NATR 108	- S-270 BASIC AIR OPERATIONS.....	2
- NATR 112	- GLOBAL POSITIONING SYSTEMS (GPS).....	2
- NATR 140	- MAP USE AND ANALYSIS.....	4
- NATR 217	- INTRO TO WATERSHED MANAGEMENT.....	3
- NATR 241	- INTRO TO RANGE MANAGEMENT.....	4
- NATR 251	- OUTDOOR RECREATION MANAGEMENT.....	3
- NATR 252	- WILDLIFE MANAGEMENT.....	3

Office Specialist

CERTIFICATE (ONE YEAR)

Major code: 3195

Department: Business and Computer Information Systems

Chair: Dustin Mason

Advising: Ina Syphers 541-881-5896

PROGRAM OVERVIEW

The one-year Office Specialist certificate prepares students for entry level employment in an office environment.

All courses in this certificate can be applied to any of the two-year Office Administration Associate of Applied Science degree programs. A minimum grade point average of 2.0 is required to obtain the certificate.

LEARNING OUTCOMES

Students who complete the Office Specialist Certificate will be prepared to:

- Compose well-organized written and oral presentations using a style that clearly integrates the purpose of the communication.
- Apply appropriate mathematical skills for problem solving and analyze information presented in a variety of formats using both manual systems and computer software.
- Use applied technology to support business functions utilizing computer software programs to include word processing, spreadsheets, databases, presentation programs, email, and the Internet.
- Use critical and creative thinking skills to solve business problems with the ability to propose logical solutions that are clear and concise.
- Apply ethical standards as they relate to business dealings.

DUAL CREDIT (2+2)

Students will receive credit for Business and Computer Information Systems classes taken in high school as equivalent to college classes provided that the high school classes are listed on a signed articulated on agreement between the specific high school and the college. Credit will be transcribed as equivalent to a parallel community college course.

WORK BASED LEARNING

Students integrate classroom learning with work-based learning by participating in an internship (Cooperative Work Experience, OA 280) at a supervised work site. Department Chair approval is required. Credits and grades are based on job hours worked, work performance, and completion of learning objectives specified in a learning contract.

RELATED EDUCATIONAL REQUIREMENTS (10 CREDITS)

All career and technical education degrees and one-year certificates contain required courses in applied communication, computation and human relations. These courses are designed to support student competence and success in the workplace. Students must have appropriate test scores in writing and math to enter the related courses listed. Students who test below the required level will be required to take preparatory courses. A college advisor will assist students with selecting the appropriate preparatory course or courses.

<u>COURSE #</u>	<u>COURSE TITLE</u>	<u>CREDITS</u>
- BA 104	BUSINESS MATH.....	4
- BA 204	TEAMWORK DYNAMICS.....	3
- WR 121	ENGLISH COMPOSITION.....	3

YEAR 1

<u>COURSE #</u>	<u>COURSE TITLE</u>	<u>CREDITS</u>
- OA 280	COOPERATIVE WORK EXPERIENCE.....	2
- BA 131	INTRO TO BUSINESS COMPUTING.....	4
- CS 125 A	DATABASE APPLICATIONS.....	4
- CS 125 SS	SPREADSHEET APPLICATIONS.....	4
- OA 116	OFFICE PROCEDURES.....	3
- OA 122	KEYBOARDING II.....	3
- OA 201	WORD PROCESSING PROCEDURES I.....	3
- OA 202	WORD PROCESSING PROCEDURES II.....	3
- OA 225	MACHINE TRANSCRIPTION.....	3
- OA 240	RECORDS MANAGEMENT.....	3

Total number of credits..... 45

ELECTIVES (3 CREDITS)

Choose from the following:

<u>COURSE #</u>	<u>COURSE TITLE</u>	<u>CREDITS</u>
- BA 153	CRITICAL/CREATIVE THINKING.....	3
- BA 206	PRINCIPLES OF MANAGEMENT.....	3
- BA 223	PRINCIPLES OF MARKETING.....	3
- BA 230	PAYROLL ACCOUNTING.....	3
- BA 236	COMPUTER-ASSISTED ACCOUNTING II.....	3
- BA 239	PRINCIPLES OF ADVERTISING.....	3
- BA 240	FUND ACCOUNTING.....	3
- BA 243	CONSUMER BEHAVIOR.....	3
- BA 249	RETAIL MANAGEMENT.....	3
- MREC 110	MEDICAL TRANSCRIPTION I.....	3
- MREC 116	MEDICAL OFFICE PROCEDURES.....	3
- MREC 125	CARDIOLOGY TRANSCRIPTION.....	1
- MREC 126	GASTROINTESTINAL TRANSCRIPTION.....	1
- MREC 127	ORTHOPEDIC TRANSCRIPTION.....	1
- MREC 210	MEDICAL BILLING I.....	3
- MREC 211	MEDICAL BILLING II.....	3
- OA 121	KEYBOARDING I.....	3
- OA 124	KEYBOARDING SKILL BUILDING.....	2
- OA 131	LEGAL OFFICE PROCEDURES I.....	3
- OA 132	LEGAL OFFICE PROCEDURES II.....	3
- OA 290	INTEGRATED OFFICE APPLICATIONS.....	3

Welding Technology

Total number of credits..... 55

CERTIFICATE (ONE YEAR)

Major code: 3130

Department: Career and Technical Ed

Chair: Justin Tate

Advising: Kevin Campbell 541-881-5973; Tyson B Smith 541-881-5975

PROGRAM OVERVIEW

Students successfully completing the certificate program are prepared to enter or advance in the welding field. Students may also choose individual certifications in MIG, TIG, Arc, and Pipe Welding.

All courses in this certificate may be applied to the Welding Technology Associate of Applied Science degree. A minimum grade point average of 2.0 is required to obtain the certificate.

LEARNING OUTCOMES

Students who complete the Welding Certificate will be prepared to:

- Demonstrate proper set up of welding machines for appropriate welding processes.
- Demonstrate appropriate shop safety procedures and equipment.
- Demonstrate proper welding techniques for all positions in FCAW; SMAW; GTAW, and GMAW processes.

DUAL CREDIT (2+2)

Students will receive credit for Career and Technical Ed classes taken in high school as equivalent to college classes provided that the high school classes are listed on a signed articulated on agreement between the specific high school and the college. Credit will be transcribed as equivalent to a parallel community college course.

RELATED EDUCATIONAL REQUIREMENTS (10 CREDITS)

All career and technical education degrees and one-year certificates contain required courses in applied communication, computation and human relations. These courses are designed to support student competence and success in the workplace. Students must have appropriate test scores in writing and math to enter the related courses listed. Students who test below the required level will be required to take preparatory courses. A college advisor will assist students with selecting the appropriate preparatory course or courses.

<u>COURSE #</u>	<u>COURSE TITLE</u>	<u>CREDITS</u>
-	PSYC 101 - PSYCHOLOGY OF HUMAN RELATIONS or BA 204 - TEAMWORK DYNAMICS.....	3
-	INED 156 - EMPLOYMENT STRATEGIES.....	1
-	AET 211 ENGINEERING PROBLEMS.....	3
-	WR 101 WORKPLACE COMMUNICATIONS I.....	3

YEAR 1

<u>COURSE #</u>	<u>COURSE TITLE</u>	<u>CREDITS</u>
-	DRFT 112 GENERAL DRAFTING & LAY OUT FOR WELD.....	3
-	HPE 120 FIRST AID & CPR.....	2
-	WELD 102 PIPE WELDING.....	3
-	WELD 103 SHIELDED METAL ARC WELDING II.....	5
-	WELD 104 GAS METAL ARC WELDING.....	3
-	WELD 106 FLUX CORED ARC WELDING.....	3
-	WELD 120 WELDING SYMBOLS & PRINT READING.....	3
-	WELD 130 PERFORMANCE WELDING-OAW.....	2
-	WELD 131 PERFORMANCE WELDING-SMAW.....	2
-	WELD 150 BASIC WELDING I.....	5
-	WELD 160 BASIC WELDING II.....	5
-	WELD 190 WELDING CODES, PROCEDURE & INSPECTI.....	5
-	WELD 296 WELDING FABRICATIONS PRACTICES.....	4

Wildland Fire

CERTIFICATE (ONE YEAR)

Major code: 3440
Department: Ag and NATR
Chair: Sandra Porter
Advising: Marcus Nichols 541-881-5968

PROGRAM OVERVIEW

The Wildland Fire certificate prepares students for entry level seasonal jobs in fire-fighting for the Bureau of Land Management and the U.S. Forest Service, and other public and private agencies that manage firefighting on public lands. During summer quarter students can incorporate required NATR 280 (Cooperative Work Experience) with the work they are doing in the field. Students should make appropriate arrangements with their program advisor.

All courses in this certificate may be transferred into the Natural Resources Wildland Fire Associate of Applied Science Degree. A minimum grade point average of 2.0 is required to obtain the certificate.

LEARNING OUTCOMES

- Students who complete the Certificate of Completion will be prepared to:
- Identify the primary factors involved in the start and spread of wildfires.
 - Demonstrate proper use of fire equipment and fire suppression techniques, including self-protection, for fighting forest and range wild fires.
 - Correctly locate a site using GPS, Map Reading Aerial Photos and the location of corners on the rectangular survey system.

RELATED EDUCATIONAL REQUIREMENTS (14 CREDITS)

All career and technical education degrees and one-year certificates contain required courses in applied communication, computation and human relations. These courses are designed to support student competence and success in the workplace. Students must have appropriate test scores in writing and math to enter the related courses listed. Students who test below the required level will be required to take preparatory courses. A college advisor will assist students with selecting the appropriate preparatory course or courses.

<u>COURSE #</u>	<u>COURSE TITLE</u>	<u>CREDITS</u>
-	SP 219 - SMALL GROUP DISCUSSION or SP 111 - FUNDAMENTALS OF SPEECH.....	3
-	NATR 280 - COOPERATIVE WORK EXPERIENCE.....	3
-	AET 211 ENGINEERING PROBLEMS.....	3
-	NATR 102 L-280 FOLLOWERSHIP TO LEADERSHIP.....	2
-	WR 101 WORKPLACE COMMUNICATIONS I.....	3

YEAR 1

<u>COURSE #</u>	<u>COURSE TITLE</u>	<u>CREDITS</u>
-	NATR 280 - COOPERATIVE WORK EXPERIENCE.....	3
-	FOR 111 INTRODUCTION TO FORESTRY.....	3
-	FWR 101 NATURAL RESOURCES SEMINAR.....	1
-	NATR 101 INTRO TO WILDLAND FIRE (FFT2).....	3
-	NATR 105 FIELD METHODS IN NATURAL RESOURCES.....	3
-	NATR 106 INTRO TO FIRE EFFECTS.....	3
-	NATR 111 INTRO TO NATURAL RESOURCES.....	5
-	NATR 112 GLOBAL POSITIONING SYSTEMS (GPS).....	2
-	NATR 140 MAP USE AND ANALYSIS.....	4
-	NATR 241 INTRO TO RANGE MANAGEMENT.....	4

Total number of credits..... 45

Addiction Studies

ASSOC OF APPLIED SCIENCE

Major code: 2016

Department: Career and Technical Ed

Chair: Justin Tate

Advising: Frances Knight 208-455-6841

PROGRAM OVERVIEW

This degree prepares student for employment as human services paraprofessionals with a specialty in the area of chemical dependency. Employment opportunities include positions as entry-level counselors or human services specialists in human services agencies, healthcare facilities, prisons or educational institutions.

In order to obtain an Oregon Certified Alcohol and Drug Counselor (CADC I) and/or Idaho Student Addiction Studies (ISAS) certificate, students must complete specific coursework and supervised practicum, students will be expected to pass a criminal background check.

This degree is designed for students wishing to directly enter the workforce. It is not designed to transfer to four-year institutions, although some courses are transferable. Student who wish to transfer coursework are strongly encouraged to work closely with their TVCC advisor to develop a transfer plan to identify and contact an advisor at their chosen transfer institution. A minimum of 90 credits and a minimum grade point average of 2.0 are needed to graduate.

LEARNING OUTCOMES

Students who complete this program will be able to:

- Demonstrate skills necessary for counseling intervention for the individual and/or his/her family
- Describe and demonstrate the process and technology used to screen and assess for addictions
- Describe and relate the connection between the physiological self and how that contributes to the addictive process
- Identify and demonstrate the potential secondary family victims as a result of the drug use and abuse of a partner and/or parent
- Identify and demonstrate the potential secondary family victims as a result of the drug use and abuse of a partner and/or parent Identify the characteristics of professional integrity and ethical standards for professionals in the field of addiction

WORK BASED LEARNING

Students integrate classroom learning with work-based learning by participating in an internship (Cooperative Work Experience, HSER 280) at a supervised work site. Department Chair approval is required. Credits and grades are based on job hours worked, work performance, and completion of learning objectives specified in a learning contract.

RELATED EDUCATIONAL REQUIREMENTS (14 CREDITS)

All career and technical education degrees and one-year certificates contain required courses in applied communication, computation and human relations. These courses are designed to support student competence and success in the workplace. Students must have appropriate test scores in writing and math to enter the related courses listed. Students who test below the required level will be required to take preparatory courses. A college advisor will assist students with selecting the appropriate preparatory course or courses.

COURSE #	COURSE TITLE	CREDITS
-	CJ 200 - COMMUNITY RELATIONS or PSYC 101 - PSYCHOLOGY OF HUMAN RELATIONS.....	3
-	SP 111 - FUNDAMENTALS OF SPEECH or SP 219 SMALL GROUP DISCUSSION.....	3
-	MATH 095 INTERMEDIATE ALGEBRA.....	5
-	WR 121 ENGLISH COMPOSITION.....	3

YEAR 1

COURSE #	COURSE TITLE	CREDITS
-	HSER 280 - COOPERATIVE WORK EXPERIENCE.....	4
-	CS 120 COMPUTER CONCEPTS.....	4
-	HSER 101 ADDICTIONS PHARMACOLOGY.....	3
-	HSER 102 DRUG USE, MISUSE & ADDICTION.....	3
-	HSER 200 ALCOHOL/DRUGS & FAMILY.....	3
-	HSER 202 COUNSELING TECHNIQUES I.....	4
-	HSER 219 CASE MANAGEMENT- CAPSTONE.....	3
-	HSER 224 GROUP SKILLS FOR SUBSTANCE ABUSE.....	3
-	HSER 226 ETHICS FOR ADDICTIONS COUNSELING.....	3
-	HSER 228 SCREENING & ASSESSMENT.....	4
-	HSER 248 INFECTIOUS DISEASES:ADDICTION RISK.....	2

YEAR 2

COURSE #	COURSE TITLE	CREDITS
-	CJ 202 VIOLENCE & AGRESSION.....	3
-	CJ 203 CRISIS INTERVENTION.....	3
-	EDUC 230 INTRO TO CHILD ABUSE AND NEGLECT.....	3
-	EDUC 231 CHILDREN OF INCARCERATED PARENTS.....	3
-	EDUC 232 THERAPEUTIC INTER:CHILD OF NEGLECT.....	3
-	EDUC 233 CRITICAL FACTORS IN PARENT NEGLECT.....	3
-	FNUT 225 NUTRITION.....	4
-	PSYC 201 GENERAL PSYCHOLOGY.....	3
-	PSYC 202 GENERAL PSYCHOLOGY.....	3
-	PSYC 203 GENERAL PSYCHOLOGY.....	3
-	SOC 210 MARRIAGE/FAMILY/INTIMATE RELATIONS.....	3
-	SOWK 111 INTRO TO SOCIAL WORK.....	3
-	SOWK 220 SOCIAL WELFARE SYSTEM & POLICY.....	3

Total number of credits..... 90

PENDING APPROVAL

Agriculture Business

ASSOC OF APPLIED SCIENCE

Major code: 2012
Department: Career and Technical Ed
Chair: Justin Tate
Advising: Sandra Porter 541-881-5969

PROGRAM OVERVIEW

The Associate of Applied Science Degree in Agriculture Business prepares students for a wide variety of careers in Agriculture Business Management, including managing a farm or ranch, employment in the retail food production, producing fertilizer, or farm equipment sales. The program combines theory with the practical skills required for daily agriculture management operations and other agriculture related supply and service businesses.

The degree is not designed to transfer to a four-year institution, although some courses are transferable. Students who wish to transfer coursework are strongly encouraged to work closely with their TVCC advisor to develop a transfer plan and to identify and contact an advisor at their chosen transfer institution. A minimum of 90 credits and a minimum grade point average of 2.0 are needed to graduate.

LEARNING OUTCOMES

Students who complete this program will be prepared to:

- Apply computer skills in record keeping required of agricultural business
- Apply various marketing techniques to further the success of the agricultural business
- Construct and maintain financial records for agriculture operations analysis and management
- Demonstrate competency in written and oral communication
- Design and manage irrigation systems for crop needs
- Indemnify the suitability and characteristics of soils for crops or other agricultural operations
- Read and interpret soil analysis reports, making recommendations for crop needs

RELATED EDUCATIONAL REQUIREMENTS (14 CREDITS)

All career and technical education degrees and one-year certificates contain required courses in applied communication, computation and human relations. These courses are designed to support student competence and success in the workplace. Students must have appropriate test scores in writing and math to enter the related courses listed. Students who test below the required level will be required to take preparatory courses. A college advisor will assist students with selecting the appropriate preparatory course or courses.

COURSE #	COURSE TITLE	CREDITS
- MATH 095	INTERMEDIATE ALGEBRA.....	5
- PSYC 101	PSYCHOLOGY OF HUMAN RELATIONS.....	3
- SP 111	FUNDAMENTALS OF SPEECH.....	3
- WR 121	ENGLISH COMPOSITION.....	3

YEAR 1

COURSE #	COURSE TITLE	CREDITS
- AG 280	COOPERATIVE WORK EXPERIENCE.....	3
- AG 105	SPANISH FOR THE AG INDUSTRY.....	3
- AG 111	AGRICULTURE COMPUTERS.....	3
- AG 207	AGRICULTURE SEMINAR.....	1
- AG 215	IRRIGATION AND DRAINAGE.....	4
- AREC 221	MARKETING IN AGRICULTURE.....	3
- BA 226	BUSINESS LAW I.....	3
- CSS 205	GENERAL SOILS.....	3
- CSS 215	SOIL NUTRIENTS & FERTILIZER.....	3
- CSS 217	PESTICIDE SAFETY AND USE.....	1
- GEOG 265	GEOGRAPHIC INFO SYSTEMS (GIS) I.....	4

YEAR 2

COURSE #	COURSE TITLE	CREDITS
- BA 200	APPLIED ACCOUNTING I or BA 211 - PRINCIPLES OF ACCOUNTING I.....	4
- BA 202	APPLIED ACCOUNTING III or BA 213 - PRINCIPLES OF ACCOUNTING III.....	4
- BA 201	APPLIED ACCOUNTING II or BA 212 - PRINCIPLES OF ACCOUNTING II.....	4
- INED 156	EMPLOYMENT STRATEGIES.....	1
- AG 201	CURRENT ISSUES IN AGRICULTURE.....	1
- AREC 201	AGRICULTURE ACCOUNTING.....	3
- AREC 210	FARM BUSINESS MANAGEMENT.....	3
- AREC 211	MANAGEMENT IN AGRICULTURE.....	4
- AREC 281	GLOBAL AGRICULTURAL MARKETS.....	3
- AREC 296	PRODUCTION PROBLEMS.....	4
- ECON 201	PRINCIPLES OF ECONOMICS: MICRO.....	3
- ECON 202	PRINCIPLES OF ECONOMICS: MACRO.....	3

Total number of credits..... 97

ELECTIVES (15 CREDITS)

Choose from the following:

COURSE #	COURSE TITLE	CREDITS
- CSS 200	PRINCIPLES OF CROP SCIENCE.....	4
- CSS 210	FORAGE PRODUCTION.....	3
- CSS 240	INTRO TO NOXIOUS WEEDS.....	3
- HORT 111	INTRO TO PLANT GROWTH.....	3
- HORT 211	PLANT PROPAGATION.....	3
- HPRD 104	TIMED EVENTS I.....	3
- HPRD 105	TIMED EVENTS II.....	3
- HPRD 106	TIMED EVENTS III.....	3
- NATR 103	APPLIED BOTANY.....	3
- NATR 112	GLOBAL POSITIONING SYSTEMS (GPS).....	2
- NATR 241	INTRO TO RANGE MANAGEMENT.....	4

Aviation Technology- Helicopter

ASSOC OF APPLIED SCIENCE

Major code: 2045

Department: Career and Technical Ed

Chair: Justin Tate

Advising: Kaitlin Brookshire 208-455-6843; Zachary B Elkins

PROGRAM OVERVIEW

This degree is in cooperation with Silverhawk Aviation, an accredited FAA certified flight school, which allows students to earn a commercial helicopter pilot certificate as well as their certified flight instructor ratings. This degree provides training for employment as professional pilots in the helicopter industry. Upon successful completion, students will be able to seek work in the industry as qualified pilots at entry level helicopter jobs. This will provide graduates opportunities to progress in to more advanced and high paying helicopter jobs in the future.

This degree is designed for students wishing to enter the workforce. It is not designed to transfer to a four-year institution, although some courses are transferable. Students who wish to transfer coursework are strongly encouraged to work closely with their TVCC advisor to develop a transfer plan and to identify and contact an advisor at their chosen transfer institution. A minimum of 90 credits and a minimum grade point average of 2.0 are needed to graduate.

LEARNING OUTCOMES

Students who complete this program will be prepared to:

- Obtain Certified Flight Instructor (CFI) License
- Obtain Certified Flight Instructor for Instrument (CFII) License
- Obtain Commercial Helicopter Pilots License
- Obtain Instrument Helicopter Pilots License
- Obtain Private Helicopter Pilots License
- Possess the ability for an External Load certificate and Turbine Transition certification

RELATED EDUCATIONAL REQUIREMENTS (12 CREDITS)

All career and technical education degrees and one-year certificates contain required courses in applied communication, computation and human relations. These courses are designed to support student competence and success in the workplace. Students must have appropriate test scores in writing and math to enter the related courses listed. Students who test below the required level will be required to take preparatory courses. A college advisor will assist students with selecting the appropriate preparatory course or courses.

COURSE #	COURSE TITLE	CREDITS
-	PSYC 101 - PSYCHOLOGY OF HUMAN RELATIONS or BA 204 TEAMWORK DYNAMICS.....	3
-	AET 211 ENGINEERING PROBLEMS.....	3
-	SP 111 FUNDAMENTALS OF SPEECH.....	3
-	WR 101 WORKPLACE COMMUNICATIONS I.....	3

YEAR 1

COURSE #	COURSE TITLE	CREDITS
-	AG 207 AGRICULTURE SEMINAR.....	1
-	AV 101 INTRODUCTION TO AVIATION.....	3
-	AV 115 PRIVATE PILOT GROUND-HELICOPTER.....	5
-	AV 120 INTRO TO AVIATION SAFETY MGT SYSTEM.....	4
-	AV 121 RISK MANAGEMENT-AVIATION SMS.....	4
-	AV 122 ASMS-QUALITY ASSURANCE.....	4
-	AV 208 METEOROLOGY II-WEATHER DECISION.....	4
-	AV 215 INSTRUMENT HELICOPTER GROUND.....	5
-	AV 227 HELICOPTER FLIGHT LAB PRIVATE.....	1
-	AV 228 HELICOPTER FLIGHT LAB-PRIVATE.....	1
-	CS 120 COMPUTER CONCEPTS.....	4
-	GSCI 109 PHYSICAL SCIENCE METEOROLOGY.....	4
-	NATR 112 GLOBAL POSITIONING SYSTEMS (GPS).....	2

YEAR 2

COURSE #	COURSE TITLE	CREDITS
-	AV 225 - COMMERCIAL PILOT GROUND - HELICOPTER.....	3
-	AV 104 INTRODUCTION TO AIRCRAFT SYSTEMS.....	3
-	AV 123 AVIATION SMS, POLICY, PROMOTION &.....	4
-	AV 124 AVIATION HUMAN FACTORS (AHF).....	4
-	AV 230 HELICOPTER FLIGHT LAB-INSTRUMENT.....	1
-	AV 231 HELICOPTER FLIGHT LAB-INSTRUMENT.....	1
-	AV 232 HELICOPTER FLIGHT LAB-COMMERCIAL.....	1
-	AV 233 HELICOPTER FLIGHT LAB-COMMERCIAL.....	1
-	AV 235 HELICOPTER FLIGHT LAB-CFI.....	1
-	AV 236 HELICOPTER FLIGHT LAB-CFII.....	1
-	AV 245 ADVANCED HELICOPTER OPERATIONS.....	3
-	AV 255 CERTIFIED FLIGHT INSTRUCTOR GROUND.....	3
-	AV 290 AVIATION CAPSTONE.....	3
-	BA 101 INTRO TO BUSINESS.....	4
-	HPE 120 FIRST AID & CPR.....	2

Total number of credits..... 94

Silver Hawk Aviation Program Coordinator Zachary Elkins, (208)-453-8577
TVCC Academic Advisor, Kaitlin Brookshire (541)-881-6843

ELECTIVES (5 CREDITS)

Choose from the following:

COURSE #	COURSE TITLE	CREDITS
-	AV 125 INTRO TO AVIATION ACCIDENT INVESTIG.....	4
-	AV 229 HELICOPTER FLIGHT LAB-PRIVATE.....	1
-	AV 234 HELICOPTER FLIGHT LAB-ADVANCED.....	1

Business Management

ASSOC OF APPLIED SCIENCE

Major code: 2050
Department: Business and Computer Information Systems
Chair: Dustin Mason
Advising: Kent Banner 541-881-5895

PROGRAM OVERVIEW

This degree prepares students for a wide variety of careers in business management. Entry level positions include management trainee, customer service, retail/wholesale/manufacturing sales representative, and positions in general business.

This degree is designed for students wishing to enter the workforce. It is not designed to transfer to a four-year institution, although some courses are transferable. Students who wish to transfer coursework are strongly encouraged to work closely with their TVCC advisor to develop a transfer plan and to identify and contact an advisor at their chosen transfer institution. A minimum of 90 credits and a minimum grade point average of 2.0 are needed to graduate with a degree.

LEARNING OUTCOMES

Students who complete the Business Management Associate of Applied Science degree program will be prepared to:

- Compose grammatically correct, well-organized written and oral business presentations.
- Apply appropriate mathematical skills for business problem solving.
- Analyze business information presented in a variety of formats such as tables, lists, and figures.
- Listen to and accurately assess responses of customers and coworkers within diverse cultural contexts.
- Utilize applied technology to support business functions.
- Use critical and creative thinking skills to solve business problems.
- Apply ethical and legal business laws and regulations in solving business problems.
- Appraise differences among global economic systems.

DUAL CREDIT (2+2)

Students will receive credit for Business and Computer Information Systems classes taken in high school as equivalent to college classes provided that the high school classes are listed on a signed articulated on agreement between the specific high school and the college. Credit will be transcribed as equivalent to a parallel community college course.

WORK BASED LEARNING

Students integrate classroom learning with work-based learning by participating in an internship (Cooperative Work Experience, BA 280) at a supervised work site. Department Chair approval is required. Credits and grades are based on job hours worked, work performance, and completion of learning objectives specified in a learning contract.

RELATED EDUCATIONAL REQUIREMENTS (16 CREDITS)

All career and technical education degrees and one-year certificates contain required courses in applied communication, computation and human relations. These courses are designed to support student competence and success in the workplace. Students must have appropriate test scores in writing and math to enter the related courses listed. Students who test below the required level will be required to take preparatory courses. A college advisor will assist students with selecting the appropriate preparatory course or courses.

<u>COURSE #</u>	<u>COURSE TITLE</u>	<u>CREDITS</u>
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-	SP 111 - FUNDAMENTALS OF SPEECH or SP 219 - SMALL GROUP DISCUSSION.....	3
-	BA 104 BUSINESS MATH.....	4
-	BA 204 TEAMWORK DYNAMICS.....	3
-	BA 214 BUSINESS COMMUNICATION.....	3
-	WR 121 ENGLISH COMPOSITION.....	3

YEAR 1

<u>COURSE #</u>	<u>COURSE TITLE</u>	<u>CREDITS</u>
-	BA 200 - APPLIED ACCOUNTING I or BA 211 - PRINCIPLES OF ACCOUNTING I.....	4
-	BA 201 - APPLIED ACCOUNTING II or BA 212 - PRINCIPLES OF ACCOUNTING II.....	4
-	BA 202 - APPLIED ACCOUNTING III or BA 213 - PRINCIPLES OF ACCOUNTING III.....	4
-	BA 101 INTRO TO BUSINESS.....	4
-	BA 131 INTRO TO BUSINESS COMPUTING.....	4
-	BA 203 INTERNATIONAL BUSINESS.....	3
-	BA 206 PRINCIPLES OF MANAGEMENT.....	3
-	BA 223 PRINCIPLES OF MARKETING.....	3
-	BA 255 PERSONNEL SUPERVISION.....	3
-	CS 125 SS SPREADSHEET APPLICATIONS.....	4

YEAR 2

<u>COURSE #</u>	<u>COURSE TITLE</u>	<u>CREDITS</u>
-	ECON 201 - PRINCIPLES OF ECONOMICS: MICRO or ECON 202 - PRINCIPLES OF ECONOMICS: MACRO.....	3
-	BA 280 - COOPERATIVE WORK EXPERIENCE.....	2
-	BA 153 CRITICAL/CREATIVE THINKING.....	3
-	BA 226 BUSINESS LAW I.....	3
-	BA 227 BUSINESS LAW II.....	3
-	BA 239 PRINCIPLES OF ADVERTISING.....	3
-	BA 243 CONSUMER BEHAVIOR.....	3
-	BA 249 RETAIL MANAGEMENT.....	3
-	BA 250 SMALL BUSINESS MANAGEMENT.....	3
-	CS 125 A DATABASE APPLICATIONS.....	4
-	OA 201 WORD PROCESSING PROCEDURES I.....	3

Total number of credits..... 90

ELECTIVES (5 CREDITS)

Choose from the following:

<u>COURSE #</u>	<u>COURSE TITLE</u>	<u>CREDITS</u>
-	BA 230 PAYROLL ACCOUNTING.....	3
-	BA 236 COMPUTER-ASSISTED ACCOUNTING II.....	3
-	BA 240 FUND ACCOUNTING.....	3
-	MREC 110 MEDICAL TRANSCRIPTION I.....	3
-	MREC 116 MEDICAL OFFICE PROCEDURES.....	3
-	MREC 125 CARDIOLOGY TRANSCRIPTION.....	1
-	MREC 126 GASTROINTESTINAL TRANSCRIPTION.....	1
-	MREC 127 ORTHOPEDIC TRANSCRIPTION.....	1
-	MREC 210 MEDICAL BILLING I.....	3
-	MREC 211 MEDICAL BILLING II.....	3
-	OA 121 KEYBOARDING I.....	3
-	OA 124 KEYBOARDING SKILL BUILDING.....	2
-	OA 131 LEGAL OFFICE PROCEDURES I.....	3
-	OA 132 LEGAL OFFICE PROCEDURES II.....	3
-	OA 290 INTEGRATED OFFICE APPLICATIONS.....	3

Business Management- Accounting

ASSOC OF APPLIED SCIENCE

Major code: 2051

Department: Business and Computer Information Systems

Chair: Dustin Mason

Advising: Kent L Banner 541-881-5895

PROGRAM OVERVIEW

This program prepares students for a variety of careers in accounting. Successful graduates of this program may secure entry level positions as bookkeepers or accounting clerks in payroll or accounts payable and accounts receivable.

This degree is designed for students wishing to directly enter the workforce. It is not designed for transfer to a four-year institution, although some coursework may be transferable. Students who wish to transfer coursework are strongly encouraged to work closely with their TVCC advisor to develop a transfer plan and to identify and contact an advisor at their chosen transfer institution. A minimum of 90 credits and a minimum grade point average of 2.0 are needed to graduate with a degree.

LEARNING OUTCOMES

Students who complete the Business Management Accounting Option Associate of Applied Science degree program will be prepared to:

- Compose grammatically correct, well-organized written and oral business presentations.
- Apply appropriate mathematical skills for business problem solving.
- Analyze business information presented in a variety of formats such as tables, lists, and figures.
- Listen to and accurately assess responses of customers and coworkers within diverse cultural contexts.
- Utilize applied technology to support business functions.
- Use critical and creative thinking skills to solve business problems.
- Apply ethical and legal business laws and regulations in solving business problems.
- Appraise differences among global economic systems.

DUAL CREDIT (2+2)

Students will receive credit for Business and Computer Information Systems classes taken in high school as equivalent to college classes provided that the high school classes are listed on a signed articulated on agreement between the specific high school and the college. Credit will be transcribed as equivalent to a parallel community college course.

WORK BASED LEARNING

Students integrate classroom learning with work-based learning by participating in an internship (Cooperative Work Experience, BA 280) at a supervised work site. Department Chair approval is required. Credits and grades are based on job hours worked, work performance, and completion of learning objectives specified in a learning contract.

RELATED EDUCATIONAL REQUIREMENTS (16 CREDITS)

All career and technical education degrees and one-year certificates contain required courses in applied communication, computation and human relations. These courses are designed to support student competence and success in the workplace. Students must have appropriate test scores in writing and math to enter the related courses listed. Students who test below the required level will be required to take preparatory courses. A college advisor will assist students with selecting the appropriate preparatory course or courses.

COURSE #	COURSE TITLE	CREDITS
- SP 111	FUNDAMENTALS OF SPEECH or SP 219 - SMALL GROUP DISCUSSION.....	3
- BA 104	BUSINESS MATH.....	4
- BA 204	TEAMWORK DYNAMICS.....	3
- BA 214	BUSINESS COMMUNICATION.....	3
- WR 121	ENGLISH COMPOSITION.....	3

YEAR 1

COURSE #	COURSE TITLE	CREDITS
- BA 200	APPLIED ACCOUNTING I or BA 211 - PRINCIPLES OF ACCOUNTING I.....	4
- BA 201	APPLIED ACCOUNTING II or BA 212 - PRINCIPLES OF ACCOUNTING II.....	4
- BA 202	APPLIED ACCOUNTING III or BA 213 - PRINCIPLES OF ACCOUNTING III.....	4
- BA 101	INTRO TO BUSINESS.....	4
- BA 131	INTRO TO BUSINESS COMPUTING.....	4
- BA 223	PRINCIPLES OF MARKETING.....	3
- BA 228	COMPUTER-ASSISTED ACCOUNTING.....	3
- BA 256	INCOME TAX PROCEDURES.....	3
- CS 125 SS	SPREADSHEET APPLICATIONS.....	4

YEAR 2

COURSE #	COURSE TITLE	CREDITS
- ECON 201	PRINCIPLES OF ECONOMICS: MICRO or ECON 202 - PRINCIPLES OF ECONOMICS: MACRO.....	3
- BA 280	COOPERATIVE WORK EXPERIENCE.....	2
- BA 153	CRITICAL/CREATIVE THINKING.....	3
- BA 203	INTERNATIONAL BUSINESS.....	3
- BA 206	PRINCIPLES OF MANAGEMENT.....	3
- BA 215	COST ACCOUNTING.....	3
- BA 226	BUSINESS LAW I.....	3
- BA 227	BUSINESS LAW II.....	3
- BA 240	FUND ACCOUNTING.....	3
- BA 250	SMALL BUSINESS MANAGEMENT.....	3
- BA 255	PERSONNEL SUPERVISION.....	3
- CS 125 A	DATABASE APPLICATIONS.....	4
- OA 201	WORD PROCESSING PROCEDURES I.....	3

Total number of credits..... 94

ELECTIVES (6 CREDITS)

Choose from the following:

COURSE #	COURSE TITLE	CREDITS
- BA 230	PAYROLL ACCOUNTING.....	3
- BA 236	COMPUTER-ASSISTED ACCOUNTING II.....	3
- BA 239	PRINCIPLES OF ADVERTISING.....	3
- BA 243	CONSUMER BEHAVIOR.....	3
- BA 249	RETAIL MANAGEMENT.....	3
- MREC 110	MEDICAL TRANSCRIPTION I.....	3
- MREC 116	MEDICAL OFFICE PROCEDURES.....	3
- MREC 125	CARDIOLOGY TRANSCRIPTION.....	1
- MREC 126	GASTROINTESTINAL TRANSCRIPTION.....	1
- MREC 127	ORTHOPEDIC TRANSCRIPTION.....	1
- MREC 210	MEDICAL BILLING I.....	3
- MREC 211	MEDICAL BILLING II.....	3
- OA 121	KEYBOARDING I.....	3
- OA 124	KEYBOARDING SKILL BUILDING.....	2
- OA 131	LEGAL OFFICE PROCEDURES I.....	3
- OA 132	LEGAL OFFICE PROCEDURES II.....	3
- OA 290	INTEGRATED OFFICE APPLICATIONS.....	3

Computer Information Systems

ASSOC OF APPLIED SCIENCE

Major code: 2065
Department: Business and Computer Information Systems
Chair: Dustin Mason
Advising: Dustin Mason 541-881-5898

PROGRAM OVERVIEW

This program prepares student for work in a variety of computer related careers as a desktop administrator, network engineer, WAN administrator, server administrator, or SQL support specialist. TVCC is a registered academy of VMware Cisco and Microsoft, the leading technologies in the world of Information Systems. The program combines hands-on learning, computer labs, and dynamic web-based instruction.

This degree is designed for students wishing to directly enter the workforce. It is not designed for transfer to a four-year institution, although some coursework may be transferable. Students who wish to transfer coursework are strongly encouraged to work closely with their TVCC advisor to develop a transfer plan and to identify and contact an advisor at their chosen transfer institution. A minimum of 90 credits and a minimum grade point average of 2.0 are needed to graduate with a degree.

LEARNING OUTCOMES

Students who complete this area of study will be prepared to:

- Demonstrate the ability to analyze an existing network configuration and implement a new configuration to improve network performance.
- Interact professionally with end users, including assessing and prioritizing end user requests, write clear, succinct directions for end user training, and write end user documentation.
- As a technician, demonstrate the ability to work effectively in a team environment.
- Design and configure a CISCO information structure documentation to support the network environment.
- Take the A+ industry certification exams.
- Take the CCNA vendor certification exam.
- Take the MCTS Microsoft vendor exam.

WORK BASED LEARNING

Students integrate classroom learning with work-based learning by participating in an internship (Cooperative Work Experience, CIS 280) at a supervised work site. Department chair approval is required. Credits and grades are based on job hours worked, work performance, and completion of learning objectives specified in a learning contract.

RELATED EDUCATIONAL REQUIREMENTS (12 CREDITS)

All career and technical education degrees and one-year certificates contain required courses in an applied communication, computation and human relations. These courses are designed to support student competency and success in the workplace. Students must have appropriate test scores in writing and math to enter the related courses listed. Students who test below the required level will be required to take preparatory courses. A college advisor will assist students with selecting the appropriate preparatory course(s).

COURSE #	COURSE TITLE	CREDITS
- INED 156	- EMPLOYMENT STRATEGIES.....	1
- MATH 095	- INTERMEDIATE ALGEBRA OR ABOVE.....	5
- BA 204	TEAMWORK DYNAMICS.....	3
- WR 115	INTRO TO COLLEGE WRITING.....	3

YEAR 1

COURSE #	COURSE TITLE	CREDITS
- CIS 280	- COOPERATIVE WORK EXPERIENCE.....	1
- CIS 101	COMPUTER NETWORKING 1.....	4
- CIS 102	COMPUTER NETWORKING 2.....	4
- CIS 110	INFORMATION TECHNOLOGY ESSENTIALS I.....	3
- CIS 111	INFORMATION TECHNOLOGY ESSENTIALS 2.....	3
- CIS 225	END USER SUPPORT.....	4
- CS 120	COMPUTER CONCEPTS.....	4
- CS 125 A	DATABASE APPLICATIONS.....	4
- CS 140 W	INTRO TO MICROSOFT OPERATING SYSTEM.....	4
- CS 195	WEB DESIGN.....	3
- CS 275	INTRODUCTION TO DATABASES.....	4

YEAR 2

COURSE #	COURSE TITLE	CREDITS
- CIS 280	- COOPERATIVE WORK EXPERIENCE.....	5
- CIS 103	NETWORKING 3.....	4
- CIS 104	COMPUTER NETWORKING 4.....	4
- CIS 240	WINDOW SERVER II.....	4
- CIS 240 W	WINDOWS SERVER OPERATIONS.....	4
- CIS 241 W	WINDOWS SERVER OPERATING ADMIN.....	4
- CIS 244	PROJECT MANAGEMENT:ANALYSIS & DESIG.....	4
- CIS 284	NETWORK SECURITY.....	4
- CS 160	ORIENTATION TO PROGRAMMING.....	4
- CS 161	COMPUTER SCIENCE I.....	4

Total number of credits..... 91

DEGREE PENDING APPROVAL

Criminal Justice

ASSOC OF APPLIED SCIENCE

Major code: 2120

Department: Career and Technical Ed

Chair: Justin Tate

Advising: Jessica Breidinger 541-881-5998

PROGRAM OVERVIEW

This program prepares students to enter a career in criminal justice. Graduates are prepared to work as law enforcement or correctional officers. They may also find employment in insurance adjustment, dispatch, court hearings, public or private security, license inspection with Department of Motor Vehicles, or as technicians in a number of other criminal agencies.

This degree is designed for students wishing to directly enter the workforce. It is not designed for transfer to a four-year institution, although some coursework may be transferable. Students who wish to transfer coursework are strongly encouraged to work closely with their TVCC advisor to develop a transfer plan and to identify and contact an advisor at their chosen transfer institution. A minimum of 90 credits and a minimum grade point average of 2.0 are needed to graduate with a degree.

LEARNING OUTCOMES

Students who complete this degree will be prepared to:

- Identify historical and philosophical evolution of criminal justice sanctions and punishment.
- Describe the constitutional and statutory foundation for offender treatment within correctional facilities.
- Identify the characteristics of professional integrity and ethical standards for criminal justice professionals.
- Describe and relate the constitutional rights and responsibilities of citizens, offenders, and victims as they apply to state, federal and procedural laws.
- Describe and apply the process and technology used to gather, investigate, manage and report information in the criminal justice field.
- Identify the legal responsibilities of criminal justice professionals as they relate to cultural diversity and establishing positive community relationships.

WORK BASED LEARNING

Students integrate classroom learning with work-based learning by participating in an internship (Cooperative Work Experience, CJ 280) at a supervised work site. Department Chair or Criminal Justice Advisor approval is required. Credits and grades are based on job hours worked, work performance, and completion of learning objectives specified in a learning contract.

RELATED EDUCATIONAL REQUIREMENTS (19 CREDITS)

All career and technical education degrees and one-year certificates contain required courses in applied communication, computation and human relations. These courses are designed to support student competence and success in the workplace. Students must have appropriate test scores in writing and math to enter the related courses listed. Students who test below the required level will be required to take preparatory courses. A college advisor will assist students with selecting the appropriate preparatory course or courses.

COURSE #	COURSE TITLE	CREDITS
-	SP 111 - FUNDAMENTALS OF SPEECH or SP 219 - SMALL GROUP DISCUSSION.....	3
-	MATH 060 - BEGINNING ALGEBRA OR HIGHER.....	4
-	CJ 200 COMMUNITY RELATIONS.....	3
-	WR 121 ENGLISH COMPOSITION.....	3
-	WR 122 ENGLISH COMPOSITION.....	3
-	WR 227 TECHNICAL REPORT WRITING.....	3

YEAR 1

COURSE #	COURSE TITLE	CREDITS
-	CJ 100 INTRO TO CRIMINAL JUSTICE.....	3
-	CJ 111 CONCEPTS OF ENFORCEMENT SERVICES.....	3
-	CJ 112 PATROL PROCEDURES.....	3
-	CJ 113 ACCIDENT INVESTIGATION/TRAFFIC LAWS.....	3
-	CJ 130 INTRO TO CORRECTIONS.....	3
-	CJ 201 INTRO TO JUVENILE JUSTICE SYSTEM.....	3
-	CJ 222 PROCEDURAL LAW.....	3
-	CJ 225 CORRECTIONS LAW.....	3
-	HPE 295 HEALTH & FITNESS FOR LIFE.....	3
-	SOC 205 GENERAL SOCIOLOGY.....	3

YEAR 2

COURSE #	COURSE TITLE	CREDITS
-	CJ 280 - COOPERATIVE WORK EXPERIENCE.....	3
-	CJ 120 INTRO TO JUDICIAL PROCESS.....	3
-	CJ 132 INTRO TO PAROLE & PROBATION.....	3
-	CJ 210 CRIMINAL INVESTIGATION I.....	3
-	CJ 211 CRIMINAL INVESTIGATIONS II.....	3
-	CJ 212 CRIMINAL INVESTIGATIONS III.....	3
-	CJ 216 CRIME SCENE TECHNICIAN I.....	1
-	CJ 220 CRIMINAL LAW.....	3
-	CJ 223 RULES OF EVIDENCE.....	3
-	CJ 226 CRIME SCENE TECHNICIAN II.....	1
-	CJ 232 CORRECTIONS CASEWORK.....	3
-	CJ 236 CRIME SCENE TECHNICIAN III.....	1

Total number of credits..... 90

Note: CJ 280 - Cooperative Work Experience (CWE) requires a successful LEDS background check, and some may require current First Aid Certification. CWE opportunities must be arranged with the CWE coordinator prior to the beginning of the quarter.

ELECTIVES (11 CREDITS)

Choose from the following:

COURSE #	COURSE TITLE	CREDITS
-	CJ 203 - CRISIS INTERVENTION (Strongly Recommended).....	3
-	CJ 260 - INTRO TO CORRECTIONS II.....	3
-	CJ 140 U.S. CRIMINAL JUSTICE SYSTEM.....	3
-	CJ 202 VIOLENCE & AGRESSION.....	3
-	CJ 205 VICTIMS OF CRIME.....	3
-	CJ 209 INTRO TO CAREERS IN CRIM JUSTICE.....	3

Early Childhood Education

ASSOC OF APPLIED SCIENCE

Major code: 2151

Department: Social Science and Education

Chair: Gerry D Hampshire

Advising: Korey D Mereness 541-881-5845

PROGRAM OVERVIEW

This program prepares students to teach and care for young children from birth to age eight with regard for children's social, physical, emotional development, and safety. Graduates are prepared to work in both public and private sectors, and in a variety of educational and child-care settings. Potential employment opportunities include nursery schools, pre-schools, day care businesses, government agencies, private kindergartens, and para-professionals in the public schools.

This degree is designed for students wishing to directly enter the workforce. It is not designed for transfer to a four-year institution, although some coursework may be transferable. Students who wish to transfer coursework are strongly encouraged to work closely with their TVCC advisor to develop a transfer plan and to identify and contact an advisor at their chosen transfer institution. A minimum of 90 credits and a minimum grade point average of 2.0 are needed to graduate with a degree.

LEARNING OUTCOMES

Students who complete this area of study will be prepared to:

- Develop, implement and manage developmentally appropriate curriculum that supports physical, social, emotional, and cognitive development for children ages infant through 8 years.
- Demonstrate the use of elective communication strategies to build collaborative relationships with families to assist them with skill-building in guidance, nutrition, self-esteem, cognitive skills and appropriate activity choices for their child.
- Practice standards for professional ethics as applied in the early childhood environment including confidentiality and the use of communication skills in collaborative relationships with administration and coworkers.
- Master application skills appropriate for infant to 8 years in mathematics, science and language arts, including letter and number recognition, measurement, graphs, tables, colors, reading and writing.
- Master classroom management skills to facilitate schedule and use of environment to maximize children's abilities to make choices, explore personal power, develop empathy and caring behaviors, learn responsible roles for classroom and appropriate relationships.

RELATED EDUCATIONAL REQUIREMENTS (10 CREDITS)

All career and technical education degrees and one-year certificates contain required courses in applied communication, computation and human relations. These courses are designed to support student competence and success in the workplace. Students must have appropriate test scores in writing and math to enter the related courses listed. Students who test below the required level will be required to take preparatory courses. A college advisor will assist students with selecting the appropriate preparatory course or courses.

COURSE #	COURSE TITLE	CREDITS
- MATH 060	BEGINNING ALGEBRA OR ABOVE.....	4
- EDUC 246	FAMILY/COMMUNITY RELATIONS-ECE.....	3
- WR 121	ENGLISH COMPOSITION.....	3

YEAR 1

COURSE #	COURSE TITLE	CREDITS
- EDUC 106	CHILD DEVELOPMENT II.....	3
- EDUC 140	INTRO EARLY CHILDHOOD EDUCATION.....	3
- EDUC 141	CHILD DEVELOPMENT I.....	3
- EDUC 143	CHILDHOOD DEVELOPMENT III.....	3
- EDUC 145	GUIDANCE I-EARLY CHILDHOOD ED.....	3
- EDUC 150	CURRICULUM I-EARLY CHILDHOOD ED.....	3
- EDUC 200	INTRO TO EDUCATION.....	4
- EDUC 230	INTRO TO CHILD ABUSE AND NEGLECT.....	3
- EDUC 231	CHILDREN OF INCARCERATED PARENTS.....	3
- EDUC 232	THERAPEUTIC INTER:CHILD OF NEGLECT.....	3
- EDUC 233	CRITICAL FACTORS IN PARENT NEGLECT.....	3
- EDUC 240	CURRICULUM II- EARLY CHILDHOOD ED.....	3
- EDUC 241	CURRICULUM III- EARLY CHILDHOOD ED.....	3
- EDUC 242	EDUCATIONAL CONCEPTS.....	3
- EDUC 245	GUIDANCE II-EARLY CHILDHOOD ED.....	3
- EDUC 250	EXCEPTIONALITY IN THE SCHOOLS.....	4

YEAR 2

COURSE #	COURSE TITLE	CREDITS
- EDUC 210	THEORY & PRACTICUM.....	1
- EDUC 149	INFANT/TODDLER CAREGIVING.....	3
- EDUC 154	LITERATURE & LITERACY FOR ECE.....	3
- EDUC 157	MATH DEVELOPMENT FOR ECE.....	3
- EDUC 158	BILINGUAL LANGUAGE DEVELOPMENT.....	3
- EDUC 202	EDUCATIONAL TECHNOLOGY.....	4
- EDUC 210	THEORY & PRACTICUM.....	1
- EDUC 213	SCHOOL LAW.....	3
- EDUC 247	CLASSROOM MANAGEMENT.....	3
- EDUC 248	SPECIAL NEEDS & MAINSTREAMING.....	3
- EDUC 258	ETHNIC STUDIES FOR ECE EDUCATORS.....	3

Total number of credits..... 90

PENDING APPROVAL

GIS Technology Applications

ASSOC OF APPLIED SCIENCE

Major code: 2081

Department: Ag and NATR

Chair: Sandra Porter

Advising: Marcus Nichols 541-881-5968; Sandra Porter 541-881-5969

PROGRAM OVERVIEW

This program prepares students for employment as technicians and provides a theoretical basis for understanding the use of GIS and its place in analysis and decision-making. ESRI Arc GIS is the platform for coursework. Focus opportunities for students include Agriculture, Natural Resources, or Geography applications. Successful completion of the program will prepare students for employment in their focus area which includes county and city planning, engineering, survey, and GIS department; as well as Agriculture applications.

Students successfully completing the first year of the program may apply for various industry certifications, depending on their selected focus area. Students successfully completing year two of the program may apply for an Associate of Applied Science degree in GIS Technology Applications.

This degree is designed for students wishing to directly enter the workforce. It is not designed for transfer to a four-year institution, although some coursework may be transferable. Students who wish to transfer coursework are strongly encouraged to work closely with their TVCC advisor to develop a transfer plan and to identify and contact an advisor at their chosen transfer institution. A minimum of 90 credits and a minimum grade point average of 2.0 are needed to graduate with a degree.

LEARNING OUTCOMES

Students who complete this area of study will be prepared to:

- Read and design maps.
- Demonstrate critical thinking skills in solving geospatial problems.
- Demonstrate how GIS can benefit fields of study through data storage and spatial analysis.
- Appropriately incorporate GPS, CAD, and historical paper-based record data into a GIS.
- Construct a clear, presentable cartographic product that addresses a geospatial issue.

RELATED EDUCATIONAL REQUIREMENTS (15 CREDITS)

All career and technical education degrees and one-year certificates contain required courses in applied communication, computation and human relations. These courses are designed to support student competence and success in the workplace. Students must have appropriate test scores in writing and math to enter the related courses listed. Students who test below the required level will be required to take preparatory courses. A college advisor will assist students with selecting the appropriate preparatory course or courses.

COURSE #	COURSE TITLE	CREDITS
- SP 111	FUNDAMENTALS OF SPEECH or SP 219 - SMALL GROUP DISCUSSION.....	3
- INED 156	EMPLOYMENT STRATEGIES.....	1
- BA 204	TEAMWORK DYNAMICS.....	3
- MATH 070	ALGEBRA REVIEW.....	5
- WR 101	WORKPLACE COMMUNICATIONS I.....	3

YEAR 1

COURSE #	COURSE TITLE	CREDITS
- NATR 280	COOPERATIVE WORK EXPERIENCE.....	6
- CS 120	COMPUTER CONCEPTS.....	4
- FWR 101	NATURAL RESOURCES SEMINAR.....	1
- GEOG 101	PHYSICAL GEOGRAPHY.....	4
- GEOG 165	INTRO TO GIS APPLICATIONS.....	4
- GEOG 265	GEOGRAPHIC INFO SYSTEMS (GIS) I.....	4
- GEOG 285	GEOGRAPHIC INFO SYSTEMS (GIS) II.....	4
- NATR 112	GLOBAL POSITIONING SYSTEMS (GPS).....	2
- NATR 140	MAP USE AND ANALYSIS.....	4

YEAR 2

COURSE #	COURSE TITLE	CREDITS
- GEOG 211	CARTOGRAPHY.....	3
- GEOG 267	GEODATABASE MANAGEMENT.....	3
- GEOG 286	REMOTE SENSING.....	3
- GEOG 295	GEOSPATIAL CAPSTONE COURSE.....	3
- NATR 105	FIELD METHODS IN NATURAL RESOURCES.....	3
- NATR 111	INTRO TO NATURAL RESOURCES.....	5

Total number of credits..... 90

ELECTIVES (22 CREDITS)

Choose from the following:

COURSE #	COURSE TITLE	CREDITS
- AET 211	ENGINEERING PROBLEMS.....	3
- AG 201	CURRENT ISSUES IN AGRICULTURE.....	1
- AG 211	SURVEY & CONSTRUCTION.....	3
- ANS 121	INTRO TO ANIMAL SCIENCE.....	3
- ANS 122	INTRO TO ANIMAL SCIENCE OPERATIONS.....	1
- ANS 215	BEEF/DAIRY CATTLE PRODUCTION.....	3
- ANTH 110	INTRO TO CULTURAL ANTHROPOLOGY.....	3
- AREC 211	MANAGEMENT IN AGRICULTURE.....	4
- AREC 221	MARKETING IN AGRICULTURE.....	3
- BA 101	INTRO TO BUSINESS.....	4
- BA 203	INTERNATIONAL BUSINESS.....	3
- BA 206	PRINCIPLES OF MANAGEMENT.....	3
- BA 223	PRINCIPLES OF MARKETING.....	3
- BA 239	PRINCIPLES OF ADVERTISING.....	3
- BA 243	CONSUMER BEHAVIOR.....	3
- BA 249	RETAIL MANAGEMENT.....	3
- BA 250	SMALL BUSINESS MANAGEMENT.....	3
- CJ 112	PATROL PROCEDURES.....	3
- CS 125 SS	SPREADSHEET APPLICATIONS.....	4
- CSS 205	GENERAL SOILS.....	3
- CSS 210	FORAGE PRODUCTION.....	3
- CSS 240	INTRO TO NOXIOUS WEEDS.....	3
- DRFT 131	GIS TERRAIN MAPPING & ANALYSIS.....	2
- DRFT 132	GIS NETWORK MODELING.....	2
- DRFT 133	GIS SPATIAL ANALYST.....	2
- DRFT 134	MAP PROJECTIONS & COORDINATE SYSTEM.....	2
- DRFT 135	INTRO TO VISUAL BASIC.....	2
- ECON 203	PRINCIPLES OF ECONOMICS: ISSUES.....	3
- EMT 170	EMERGENCY COMM & PATIENT TRANS.....	3
- FOR 111	INTRODUCTION TO FORESTRY.....	3
- GEOG 105	INTRO TO CULTURAL GEOGRAPHY.....	3
- GEOL 201	PHYSICAL GEOLOGY.....	4
- GEOL 202	PHYSICAL/HISTORICAL GEOLOGY.....	4
- GEOL 203	PHYSICAL GEOLOGY.....	4
- NATR 106	INTRO TO FIRE EFFECTS.....	3
- NATR 217	INTRO TO WATERSHED MANAGEMENT.....	3
- NATR 241	INTRO TO RANGE MANAGEMENT.....	4
- NATR 251	OUTDOOR RECREATION MANAGEMENT.....	3
- NATR 252	WILDLIFE MANAGEMENT.....	3
- POSC 202	AMERICAN GOVERNMENT.....	3

Horse Production

ASSOC OF APPLIED SCIENCE

Major code: 2185

Department: Ag and NATR

Chair: Sandra Porter

Advising: Sandra Porter 541-881-5969; Wade Black 541-881-5976

PROGRAM OVERVIEW

This program prepares students for a variety of careers in horse production including horse trainer, horse breeder, farrier, and small ranch operator. The program combines theory with practical skills needed for daily horse ranch operations. Students will learn the foundations of equine production practices as well as have hands-on experience working with ranch livestock.

This degree is designed for students wishing to directly enter the workforce. It is not designed for transfer to a four-year institution, although some coursework may be transferable. Students who wish to transfer coursework are strongly encouraged to work closely with their TVCC advisor to develop a transfer plan and to identify and contact an advisor at their chosen transfer institution. A minimum of 90 credits and a minimum grade point average of 2.0 are needed to graduate with a degree.

LEARNING OUTCOMES

Students who complete this area of study will be prepared to:

- Demonstrate ability to establish and manage an equine breeding program.
- Administer a vaccination and parasite control management plan.
- Demonstrate the ability to design and operate a working equine facility.
- Halter break, green break, and train a working cow horse for ranch use.
- Correctly trim and shoe a horse.

DUAL CREDIT (2+2)

Students will receive credit for Ag and NATR classes taken in high school as equivalent to college classes provided that the high school classes are listed on a signed articulated on agreement between the specific high school and the college. Credit will be transcribed as equivalent to a parallel community college course.

WORK BASED LEARNING

Students integrate classroom learning with work-based learning by participating in an internship (Cooperative Work Experience, AG 280) at a supervised work site. Department Chair approval is required. Credits and grades are based on job hours worked, work performance, and completion of learning objectives specified in a learning contract.

RELATED EDUCATIONAL REQUIREMENTS (10 CREDITS)

All career and technical education degrees and one-year certificates contain required courses in applied communication, computation and human relations. These courses are designed to support student competence and success in the workplace. Students must have appropriate test scores in writing and math to enter the related courses listed. Students who test below the required level will be required to take preparatory courses. A college advisor will assist students with selecting the appropriate preparatory course or courses.

COURSE #	COURSE TITLE	CREDITS
- INED 156	EMPLOYMENT STRATEGIES.....	1
- AET 211	ENGINEERING PROBLEMS.....	3
- PSYC 101	PSYCHOLOGY OF HUMAN RELATIONS.....	3
- WR 101	WORKPLACE COMMUNICATIONS I.....	3

YEAR 1

COURSE #	COURSE TITLE	CREDITS
- AG 111	AGRICULTURE COMPUTERS.....	3
- AG 207	AGRICULTURE SEMINAR.....	1
- ANS 107	BASIC HOOF MAINTENANCE.....	3
- ANS 108	ADVANCED HORSESHOEING.....	3
- ANS 121	INTRO TO ANIMAL SCIENCE.....	3
- ANS 122	INTRO TO ANIMAL SCIENCE OPERATIONS.....	1
- ANS 141	BASIC HALTER TRAINING.....	3
- ANS 142	GREEN BREAKING.....	4
- ANS 143	ADVANCED HORSE TRAINING.....	3
- ANS 192	HORSEMANSHIP.....	3
- ANS 200	LIVESTOCK SKILLS.....	3
- ANS 220	INTRO TO HORSE PRODUCTION.....	3
- ANS 222	EQUINE HEALTH & DISEASE.....	3
- ANS 277	EQUINE REPRODUCTION.....	2
- ANS 295	REINING.....	3
- HPE 120	FIRST AID & CPR.....	2

YEAR 2

COURSE #	COURSE TITLE	CREDITS
- AG 280	COOPERATIVE WORK EXPERIENCE.....	3
- AG 201	CURRENT ISSUES IN AGRICULTURE.....	1
- ANS 210	FEED AND RATION FORMULATION.....	3
- ANS 211	APPLIED ANIMAL NUTRITION.....	3
- ANS 223	EQUINE BUSINESS & MARKETING.....	3
- ANS 263	BUILDING & STABLE MANAGEMENT.....	3
- ANS 294	COW CUTTING.....	3
- ANS 297	WORKING COW-HORSE.....	3
- ANS 298	ARENA HORSE SKILLS.....	3
- AREC 210	FARM BUSINESS MANAGEMENT.....	3
- CSS 210	FORAGE PRODUCTION.....	3

Total number of credits..... 93

ELECTIVES (9 CREDITS)

Choose from the following:

COURSE #	COURSE TITLE	CREDITS
- CSS 200	PRINCIPLES OF CROP SCIENCE.....	4
- CSS 240	INTRO TO NOXIOUS WEEDS.....	3
- HORT 111	INTRO TO PLANT GROWTH.....	3
- HORT 211	PLANT PROPAGATION.....	3
- HPRD 104	TIMED EVENTS I.....	3
- HPRD 105	TIMED EVENTS II.....	3
- HPRD 106	TIMED EVENTS III.....	3
- NATR 103	APPLIED BOTANY.....	3
- NATR 112	GLOBAL POSITIONING SYSTEMS (GPS).....	2
- NATR 241	INTRO TO RANGE MANAGEMENT.....	4

Medical Transcription

ASSOC OF APPLIED SCIENCE

Major code: 2194

Department: Business and Computer Information Systems

Chair: Dustin Mason

Advising: Ina Syphers 541-881-5896

PROGRAM OVERVIEW

This program prepares students for a career as a Medical Transcriptionist in hospitals, clinics, and doctor's offices. The program provides solid groundwork in medical terminology, anatomy and physiology, transcription, and computer applications.

This degree is designed for students wishing to directly enter the workforce. It is not designed for transfer to a four-year institution, although some coursework may be transferable. Students who wish to transfer coursework are strongly encouraged to work closely with their TVCC advisor to develop a transfer plan and to identify and contact an advisor at their chosen transfer institution. A minimum of 90 credits and a minimum grade point average of 2.0 are needed to graduate with a degree.

LEARNING OUTCOMES

Students who complete the Medical Transcription Associate of Applied Science degree will be prepared to:

- Compose well-organized written and oral presentations using a style that clearly integrates the purpose of the communication.
- Apply appropriate mathematical skills for problem solving and analyze information presented in a variety of formats using both manual systems and computer software.
- Use applied technology to support business functions utilizing computer software programs to include word processing, spreadsheets, databases, presentation programs, email, and the Internet.
- Use critical and creative thinking skills to solve business problems with the ability to propose logical solutions that are clear and concise.
- Apply ethical standards as they relate to business dealings.

DUAL CREDIT (2+2)

Students will receive credit for Business and Computer Information Systems classes taken in high school as equivalent to college classes provided that the high school classes are listed on a signed articulated on agreement between the specific high school and the college. Credit will be transcribed as equivalent to a parallel community college course.

WORK BASED LEARNING

Students integrate classroom learning with work-based learning by participating in an internship (Cooperative Work Experience, OA 280) at a supervised work site. Department Chair approval is required. Credits and grades are based on job hours worked, work performance, and completion of learning objectives specified in a learning contract.

RELATED EDUCATIONAL REQUIREMENTS (16 CREDITS)

All career and technical education degrees and one-year certificates contain required courses in applied communication, computation and human relations. These courses are designed to support student competence and success in the workplace. Students must have appropriate test scores in writing and math to enter the related courses listed. Students who test below the required level will be required to take preparatory courses. A college advisor will assist students with selecting the appropriate preparatory course or courses.

COURSE #	COURSE TITLE	CREDITS
- BA 104	BUSINESS MATH.....	4
- BA 204	TEAMWORK DYNAMICS.....	3
- BA 214	BUSINESS COMMUNICATION.....	3
- SP 111	FUNDAMENTALS OF SPEECH.....	3

- WR 121 ENGLISH COMPOSITION.....3

YEAR 1

COURSE #	COURSE TITLE	CREDITS
- BA 131	INTRO TO BUSINESS COMPUTING.....	4
- BIOL 101	GENERAL BIOLOGY.....	4
- CHEM 104	SURVEY OF CHEMISTRY (HEALTH).....	4
- GSCI 161	MEDICAL TERMINOLOGY I.....	3
- HPE 120	FIRST AID & CPR.....	2
- MREC 110	MEDICAL TRANSCRIPTION I.....	3
- MREC 116	MEDICAL OFFICE PROCEDURES.....	3
- OA 122	KEYBOARDING II.....	3
- OA 201	WORD PROCESSING PROCEDURES I.....	3
- OA 202	WORD PROCESSING PROCEDURES II.....	3
- OA 226	ADVANCED MACHINE TRANSCRIPTION.....	3
- OA 240	RECORDS MANAGEMENT.....	3

YEAR 2

COURSE #	COURSE TITLE	CREDITS
- OA 280	COOPERATIVE WORK EXPERIENCE.....	6
- BIOL 231	HUMAN ANATOMY & PHYSIOLOGY.....	4
- BIOL 232	HUMAN ANATOMY & PHYSIOLOGY.....	4
- BIOL 233	HUMAN ANATOMY & PHYSIOLOGY.....	4
- BIOL 234	MICROBIOLOGY.....	4
- MREC 111	MEDICAL TRANSCRIPTION II.....	3
- MREC 120	SURGICAL TRANSCRIPTION.....	3
- MREC 123	UROLOGY/NEPHROLOGY TRANSCRIPTION.....	1
- MREC 124	OBSTETRICS/GYNECOLOGY TRANSCRIPTION.....	1
- MREC 125	CARDIOLOGY TRANSCRIPTION.....	1
- MREC 126	GASTROINTESTINAL TRANSCRIPTION.....	1
- MREC 127	ORTHOPEDIC TRANSCRIPTION.....	1

Total number of credits..... 90

PENDING APPROVAL

ELECTIVES (3 CREDITS)

Choose from the following:

COURSE #	COURSE TITLE	CREDITS
- BIOL 101	GENERAL BIOLOGY.....	4
- MREC 210	MEDICAL BILLING I.....	3
- MREC 211	MEDICAL BILLING II.....	3

Natural Resources

ASSOC OF APPLIED SCIENCE

Major code: 2181

Department: Ag and NATR

Chair: Sandra Porter

Advising: Marcus Nichols 541-881-5968

PROGRAM OVERVIEW

Successful completion of this degree program provides students with a broad base of skills related to a career in Natural Resources. The Natural Resources Associate of Applied Science degree program offers training in the areas of Invasive Species (Noxious Weeds); Range Management, and Forestry, as well as an introduction to GPS/GIS and Recreation and Wildlife. Successful graduates of this program may secure entry level positions as seasonal, temporary, or permanent employees for state and federal agencies, or private industry.

This degree is designed for students wishing to directly enter the workforce. It is not designed for transfer to a four-year institution, although some coursework may be transferable. Students who wish to transfer coursework are strongly encouraged to work closely with their TVCC advisor to develop a transfer plan and to identify and contact an advisor at their chosen transfer institution. A minimum of 90 credits and a minimum grade point average of 2.0 are needed to graduate with a degree.

LEARNING OUTCOMES

Students who complete this area of study will be prepared to:

- Evaluate environments including - How succession works; Why plants and animals live where they do; How to manipulate habitats for desired results; and Understanding the hydrological cycle and how it affects natural resources.
- Utilize forestry equipment (relaskop, diameter tapes, cruiser sticks, levels, increment borers, and tapes).
- Locate a site using GPS, map reading, aerial photos, and the location of corners on the rectangular survey system.
- Identify noxious weeds, range plants, forest plants, and shrubs.
- Demonstrate the ability to apply multiple use concepts including grazing, recreation, and wildlife in public land management.

DUAL CREDIT (2+2)

Students will receive credit for Ag and NATR classes taken in high school as equivalent to college classes provided that the high school classes are listed on a signed articulated on agreement between the specific high school and the college. Credit will be transcribed as equivalent to a parallel community college course.

WORK BASED LEARNING

Students integrate classroom learning with work-based learning by participating in an internship (Cooperative Work Experience, NATR 280) at a supervised work site. Department Chair approval is required. Credits and grades are based on job hours worked, work performance, and completion of learning objectives specified in a learning contract.

RELATED EDUCATIONAL REQUIREMENTS (13 CREDITS)

Students must have appropriate test scores in writing and math to enter the related courses listed. Students who test below the required level will be required to take preparatory courses. A college advisor will assist students with selecting the appropriate preparatory course or courses.

COURSE #	COURSE TITLE	CREDITS
- SP 111 - FUNDAMENTALS OF SPEECH or SP 219 - SMALL GROUP DISCUSSION.....		3
- INED 156 - EMPLOYMENT STRATEGIES.....		1
- AET 211 ENGINEERING PROBLEMS.....		3

- PSYC 101	PSYCHOLOGY OF HUMAN RELATIONS.....	3
- WR 101	WORKPLACE COMMUNICATIONS I.....	3

YEAR 1

COURSE #	COURSE TITLE	CREDITS
- NATR 280	COOPERATIVE WORK EXPERIENCE.....	6
- CS 120	COMPUTER CONCEPTS.....	4
- CSS 217	PESTICIDE SAFETY AND USE.....	1
- CSS 240	INTRO TO NOXIOUS WEEDS.....	3
- FWR 101	NATURAL RESOURCES SEMINAR.....	1
- NATR 101	INTRO TO WILDLAND FIRE (FFT2).....	3
- NATR 103	APPLIED BOTANY.....	3
- NATR 105	FIELD METHODS IN NATURAL RESOURCES.....	3
- NATR 111	INTRO TO NATURAL RESOURCES.....	5
- NATR 112	GLOBAL POSITIONING SYSTEMS (GPS).....	2
- NATR 140	MAP USE AND ANALYSIS.....	4
- NATR 221	INTRO TO NATURAL RESOURCE ECOLOGY.....	3

YEAR 2

COURSE #	COURSE TITLE	CREDITS
- CSS 205	GENERAL SOILS.....	3
- FOR 111	INTRODUCTION TO FORESTRY.....	3
- GEOG 165	INTRO TO GIS APPLICATIONS.....	4
- GEOG 265	GEOGRAPHIC INFO SYSTEMS (GIS) I.....	4
- GEOG 285	GEOGRAPHIC INFO SYSTEMS (GIS) II.....	4
- HPE 120	FIRST AID & CPR.....	2
- NATR 102	L-280 FOLLOWERSHIP TO LEADERSHIP.....	2
- NATR 104	S-290 INTERMEDIATE FIRE BEHAVIOR.....	3
- NATR 106	INTRO TO FIRE EFFECTS.....	3
- NATR 217	INTRO TO WATERSHED MANAGEMENT.....	3
- NATR 241	INTRO TO RANGE MANAGEMENT.....	4
- NATR 251	OUTDOOR RECREATION MANAGEMENT.....	3
- NATR 252	WILDLIFE MANAGEMENT.....	3

Total number of credits..... 92

Nursing (RN)

ASSOC OF APPLIED SCIENCE

Major code: 2160
Department: Nursing
Chair: Marsha Armstrong
Advising: Mendy Stanford 541-881-5944

PROGRAM OVERVIEW

TVCC's Nursing Program has joined the Oregon Consortium Nursing Education (OCNE) curriculum. Fall 2014 will be our first admission class into OCNE. The Fall 2014 cohort will have the option of completing a Bachelor's degree in Nursing at Oregon Health Science University after successfully completing two years in the TVCC Nursing Program. Acceptance to the program, Fall 2014, will allow for co-admission to TVCC and OHSU School of Nursing. For more information please visit OHSU Community College Transition web page at <http://www.ohsu.edu/xd/education/schools/school-of-nursing/programs/undergraduate/cc-transition/index.cfm>

The OCNE Curriculum is designed as a four-year course of study. The first year is devoted to completing pre-admissions requisites and/or preprogram courses (51 credits total with a minimum of 37 credits) required for admission to the restricted (limited) nursing program at TVCC. The second and third year of study is comprised of six terms, allowing students to complete the Associate of Applied Science Degree (AAS) and be eligible to take the NCLEX-RN licensing examination. Licensure is granted through the Oregon State Board of Nursing. After licensure, students can continue in the OHSU RN-BS program. Students may also elect to forgo licensure, continuing their fourth year of study in OHSU's School of Nursing, leading to a Bachelor's of Science Degree (BSN) from OHSU, and at that point be eligible to take the NCLEX-RN licensing examination.

LEARNING OUTCOMES

A competent nurse:

- bases personal and professional actions on a set of shared core nursing values.
- uses reflection, self-analysis and self-care to develop insight.
- engages in intentional learning.
- demonstrates leadership in nursing and healthcare.
- collaborates as part of a health care team.
- practices within, utilizes and contributes to the broader health care system.
- practices relationship-centered care.
- communicates effectively.
- makes sound clinical judgments.
- uses the best available evidence.

ENTRY REQUIREMENTS

Application will be accepted once per year for fall entry. TVCC's nursing program is competitive and applications are evaluated on a point system. Minimum eligibility requirements must be met in order to apply. Contact TVCC's nursing department for information and admission instructions. All prerequisite/preparatory courses must have been taken with a letter grade and completed with a "C" or better. Consortium partner schools will use shared standards in a point system and a set of core criteria for evaluation and selection of candidates to the consortium curriculum. However, TVCC's nursing program selection committee will determine selection processes, acceptance decisions, and admissions to TVCC's nursing program. Application to TVCC's nursing program requires a minimum GPA of 3.0 for all completed prerequisite/preparatory courses. All admitted students must pass a criminal background check, urine drug screening analysis, and physical examination prior to entering the program.

GRADUATION REQUIREMENTS

Students must complete all nursing courses with a "C" or better to continue in and complete the program, receive their degrees, and meet the educational requirements to apply to take the National Licensure Examination (NCLEX-RN). The Oregon State Board of Nursing (OSBN) screens all applicants for licensure and may deny licensure to or place on probation applicants with convictions for certain crimes. Licensure applications with a history of chemical dependence will be required to have a drug and alcohol counselor assessment.

YEAR 1

COURSE #	COURSE TITLE	CREDITS
-	WR 123 - ENGLISH COMPOSITION or WR 227 - TECHNICAL WRITING.....	3
-	SOCIAL SCIENCE ELECTIVES.....	3
-	BIOL 101 - GENERAL BIOLOGY or BIOL 211 - COLLEGE BIOLOGY.....	4
-	BIOL 101 GENERAL BIOLOGY.....	4
-	BIOL 231 HUMAN ANATOMY & PHYSIOLOGY.....	4
-	BIOL 232 HUMAN ANATOMY & PHYSIOLOGY.....	4
-	BIOL 233 HUMAN ANATOMY & PHYSIOLOGY.....	4
-	BIOL 234 MICROBIOLOGY.....	4
-	FNUT 225 NUTRITION.....	4
-	MATH 095 INTERMEDIATE ALGEBRA.....	5
-	PSYC 201 GENERAL PSYCHOLOGY.....	3
-	PSYC 237 SEASONS OF LIFE.....	4
-	WR 121 ENGLISH COMPOSITION.....	3
-	WR 122 ENGLISH COMPOSITION.....	3

YEAR 2

COURSE #	COURSE TITLE	CREDITS
-	NRS 110 FOUNDATIONS OF NURSING-HEALTH PROMO.....	9
-	NRS 111 FOUND OF NURSING: CHRONIC ILLNESS I.....	6
-	NRS 112 FOUND OF NURSING: ACUTE CARE I.....	6
-	NRS 230 CLINICAL PHARMACOLOGY I.....	3
-	NRS 231 CLINICAL PHARMACOLOGY II.....	3
-	NRS 232 PATHOPHYSIOLOGICAL PROCESSES I.....	3
-	NRS 233 PATHOPHYSIOLOGICAL PROCESSES II.....	3

YEAR 3

COURSE #	COURSE TITLE	CREDITS
-	NRS 221 NURSING IN CHRONIC ILLNESS II.....	9
-	NRS 222 NURSING IN ACUTE CARE II.....	9
-	NRS 224 INTEGRATIVE PRACTICUM I.....	9

Total number of credits..... 115

OHSU REQUIREMENTS:

Approved 3-4 credit computer science class, CS 120 w/lab or above (or documented computer proficiency to enter OHSU)

Any college-level (100-200 numbered) transferable non-studio humanities (to complete BSN with OHSU)

Classes that must be completed by application deadline to be eligible. The remaining prerequisite/preparatory courses must be completed before completions of the nursing program to be eligible for graduation with an AAS degree.

If CS101 was completed within the last 10 years, it is not necessary to take CS120; if computer proficiency is documented.

Students who plan to continue through to OHSU must be aware that to earn the bachelor's degree from OHSU, they must have two years of the same high school-level language, or two terms of college-level language, or pass a language proficiency examination. College-level foreign language (including

American Sign Language) credits count toward degree requirements. A minimum of 9 credits of humanities is required for the OHSU degree.

Students planning to earn a bachelor's degree are encouraged to complete MATH243 Probability and Statistics.

Upon completion of the nursing program as described above, the student is eligible to write the National Council Licensing Examination for Registered Nursing (NCLEX-RUN).

ELECTIVES (3 CREDITS)

Select from following Social Science courses:

<u>COURSE #</u>	<u>COURSE TITLE</u>	<u>CREDITS</u>
- ANTH 110	INTRO TO CULTURAL ANTHROPOLOGY.....	3
- CS 120	COMPUTER CONCEPTS.....	4
- ETHN 101	ETHNIC STUDIES.....	3
- ETHN 102	ETHNIC STUDIES.....	3
- ETHN 103	ETHNIC STUDIES.....	3
- FNUT 225	NUTRITION.....	4
- PSYC 202	GENERAL PSYCHOLOGY.....	3
- PSYC 203	GENERAL PSYCHOLOGY.....	3
- PSYC 235	INTRO TO HUMAN DEVELOPMENT I.....	3
- PSYC 236	INTRO TO HUMAN DEVELOPMENT II.....	3
- SOC 204	GENERAL SOCIOLOGY.....	3
- SOC 205	GENERAL SOCIOLOGY.....	3
- SOC 206	GENERAL SOCIOLOGY.....	3
- WR 123	ENGLISH COMPOSITION.....	3

Office Administration

ASSOC OF APPLIED SCIENCE

Major code: 2195

Department: Business and Computer Information Systems

Chair: Dustin Mason

Advising: Ina Syphers 541-881-5896

PROGRAM OVERVIEW

This program prepares students for a career in office administration. Students completing this program will be prepared for immediate employment in administrative support positions in both public and private organizations. Job duties may include providing, directing, and coordinating administrative office services. Students will have the opportunity to learn and get practical experience in application of a wide variety of office skills. This includes developing up-to-date knowledge and skills in office technologies.

This degree is designed for students wishing to directly enter the workforce. It is not designed for transfer to a four-year institution, although some coursework may be transferable. Students who wish to transfer coursework are strongly encouraged to work closely with their TVCC advisor to develop a transfer plan and to identify and contact an advisor at their chosen transfer institution. A minimum of 90 credits and a minimum grade point average of 2.0 are needed to graduate with a degree.

LEARNING OUTCOMES

Students who complete the Office Administration Associate of Applied Science degree will be prepared to:

- Compose well-organized written and oral presentations using a style that clearly integrates the purpose of the communication.
- Apply appropriate mathematical skills for problem solving and analyze information presented in a variety of formats using both manual systems and computer software.
- Use applied technology to support business functions utilizing computer software programs to include word processing, spreadsheets, databases, presentation programs, email, and the Internet.
- Use critical and creative thinking skills to solve business problems with the ability to propose logical solutions that are clear and concise.
- Apply ethical standards as they relate to business dealings.

DUAL CREDIT (2+2)

Students will receive credit for Business and Computer Information Systems classes taken in high school as equivalent to college classes provided that the high school classes are listed on a signed articulated on agreement between the specific high school and the college. Credit will be transcribed as equivalent to a parallel community college course.

WORK BASED LEARNING

Students integrate classroom learning with work-based learning by participating in an internship (Cooperative Work Experience, OA 280) at a supervised work site. Department Chair approval is required. Credits and grades are based on job hours worked, work performance, and completion of learning objectives specified in a learning contract.

RELATED EDUCATIONAL REQUIREMENTS (16 CREDITS)

All career and technical education degrees and one-year certificates contain required courses in applied communication, computation and human relations. These courses are designed to support student competence and success in the workplace. Students must have appropriate test scores in writing and math to enter the related courses listed. Students who test below the required level will be required to take preparatory courses. A college advisor will assist students with selecting the appropriate preparatory course or courses.

COURSE #	COURSE TITLE	CREDITS
- BA 104	BUSINESS MATH.....	4

- BA 204	TEAMWORK DYNAMICS.....	3
- BA 214	BUSINESS COMMUNICATION.....	3
- SP 111	FUNDAMENTALS OF SPEECH.....	3
- WR 121	ENGLISH COMPOSITION.....	3

YEAR 1

COURSE #	COURSE TITLE	CREDITS
- BA 101	INTRO TO BUSINESS.....	4
- BA 131	INTRO TO BUSINESS COMPUTING.....	4
- CS 125 SS	SPREADSHEET APPLICATIONS.....	4
- OA 116	OFFICE PROCEDURES.....	3
- OA 122	KEYBOARDING II.....	3
- OA 201	WORD PROCESSING PROCEDURES I.....	3
- OA 202	WORD PROCESSING PROCEDURES II.....	3
- OA 225	MACHINE TRANSCRIPTION.....	3
- OA 240	RECORDS MANAGEMENT.....	3

YEAR 2

COURSE #	COURSE TITLE	CREDITS
- BA 201 - APPLIED ACCOUNTING II or BA 212 PRINCIPLES OF ACCOUNTING II.....		4
- BA 200 - APPLIED ACCOUNTING I or BA 211 - PRICIPLES OF ACCOUNTING I.....		4
- BA 202 - APPLIEC ACCOUNTING III or BA 213 - PRINCIPLES OF ACCOUNTING III.....		4
- BA 280 - COOPERATIVE WORK EXPERIENCE.....		2
- BA 226 BUSINESS LAW I.....		3
- BA 227 BUSINESS LAW II.....		3
- BA 228 COMPUTER-ASSISTED ACCOUNTING.....		3
- CS 125 A DATABASE APPLICATIONS.....		4
- OA 290 INTEGRATED OFFICE APPLICATIONS.....		3

Total number of credits..... 90

ELECTIVES (14 CREDITS)

Choose from the following:

COURSE #	COURSE TITLE	CREDITS
- BA 153	CRITICAL/CREATIVE THINKING.....	3
- BA 206	PRINCIPLES OF MANAGEMENT.....	3
- BA 223	PRINCIPLES OF MARKETING.....	3
- BA 230	PAYROLL ACCOUNTING.....	3
- BA 236	COMPUTER-ASSISTED ACCOUNTING II.....	3
- BA 239	PRINCIPLES OF ADVERTISING.....	3
- BA 240	FUND ACCOUNTING.....	3
- BA 243	CONSUMER BEHAVIOR.....	3
- BA 249	RETAIL MANAGEMENT.....	3
- MREC 110	MEDICAL TRANSCRIPTION I.....	3
- MREC 116	MEDICAL OFFICE PROCEDURES.....	3
- MREC 125	CARDIOLOGY TRANSCRIPTION.....	1
- MREC 126	GASTROINTESTINAL TRANSCRIPTION.....	1
- MREC 127	ORTHOPEDIC TRANSCRIPTION.....	1
- MREC 210	MEDICAL BILLING I.....	3
- MREC 211	MEDICAL BILLING II.....	3
- OA 121	KEYBOARDING I.....	3
- OA 124	KEYBOARDING SKILL BUILDING.....	2
- OA 131	LEGAL OFFICE PROCEDURES I.....	3
- OA 132	LEGAL OFFICE PROCEDURES II.....	3

Office Administration- Legal Office

ASSOC OF APPLIED SCIENCE

Major code: 2192

Department: Business and Computer Information Systems

Chair: Dustin Mason

Advising: Ina Syphers 541-881-5896

PROGRAM OVERVIEW

This program prepares students for a career in a legal office. The program provides solid groundwork in legal office procedures, foundation office skills, legal terminology and concepts, and computer training.

This degree is designed for students wishing to directly enter the workforce. It is not designed for transfer to a four-year institution, although some coursework may be transferable. Students who wish to transfer coursework are strongly encouraged to work closely with their TVCC advisor to develop a transfer plan and to identify and contact an advisor at their chosen transfer institution. A minimum of 90 credits and a minimum grade point average of 2.0 are needed to graduate with a degree.

LEARNING OUTCOMES

Students who complete the Legal Office Administration Associate of Applied Science degree will be prepared to:

- Compose well-organized written and oral presentations using a style that clearly integrates the purpose of the communication.
- Apply appropriate mathematical skills for problem solving and analyze information presented in a variety of formats using both manual systems and computer software.
- Use applied technology to support business functions utilizing computer software programs to include word processing, spreadsheets, databases, presentation programs, email, and the Internet.
- Use critical and creative thinking skills to solve business problems with the ability to propose logical solutions that are clear and concise.
- Apply ethical standards as they relate to business dealings.

DUAL CREDIT (2+2)

Students will receive credit for Business and Computer Information Systems classes taken in high school as equivalent to college classes provided that the high school classes are listed on a signed articulated on agreement between the specific high school and the college. Credit will be transcribed as equivalent to a parallel community college course.

WORK BASED LEARNING

Students integrate classroom learning with work-based learning by participating in an internship (Cooperative Work Experience, OA 280) at a supervised work site. Department Chair approval is required. Credits and grades are based on job hours worked, work performance, and completion of learning objectives specified in a learning contract.

RELATED EDUCATIONAL REQUIREMENTS (22 CREDITS)

All career and technical education degrees and one-year certificates contain required courses in applied communication, computation and human relations. These courses are designed to support student competence and success in the workplace. Students must have appropriate test scores in writing and math to enter the related courses listed. Students who test below the required level will be required to take preparatory courses. A college advisor will assist students with selecting the appropriate preparatory course or courses.

<u>COURSE #</u>	<u>COURSE TITLE</u>	<u>CREDITS</u>
- BA 104	BUSINESS MATH.....	4
- BA 204	TEAMWORK DYNAMICS.....	3
- BA 214	BUSINESS COMMUNICATION.....	3

- SP 111	FUNDAMENTALS OF SPEECH.....	3
- WR 121	ENGLISH COMPOSITION.....	3
- WR 122	ENGLISH COMPOSITION.....	3
- WR 227	TECHNICAL REPORT WRITING.....	3

YEAR 1

<u>COURSE #</u>	<u>COURSE TITLE</u>	<u>CREDITS</u>
- BA 101	INTRO TO BUSINESS.....	4
- BA 131	INTRO TO BUSINESS COMPUTING.....	4
- BA 226	BUSINESS LAW I.....	3
- BA 227	BUSINESS LAW II.....	3
- OA 116	OFFICE PROCEDURES.....	3
- OA 122	KEYBOARDING II.....	3
- OA 201	WORD PROCESSING PROCEDURES I.....	3
- OA 202	WORD PROCESSING PROCEDURES II.....	3
- OA 225	MACHINE TRANSCRIPTION.....	3
- OA 240	RECORDS MANAGEMENT.....	3

YEAR 2

<u>COURSE #</u>	<u>COURSE TITLE</u>	<u>CREDITS</u>
- OA 280	COOPERATIVE WORK EXPERIENCE.....	4
- BA 200	Applied Accounting I or BA 211 - Principles of Accounting I.....	4
- BA 228	COMPUTER-ASSISTED ACCOUNTING.....	3
- CJ 220	CRIMINAL LAW.....	3
- CJ 222	PROCEDURAL LAW.....	3
- CS 125 A	DATABASE APPLICATIONS.....	4
- CS 125 SS	SPREADSHEET APPLICATIONS.....	4
- OA 131	LEGAL OFFICE PROCEDURES I.....	3
- OA 132	LEGAL OFFICE PROCEDURES II.....	3
- OA 226	ADVANCED MACHINE TRANSCRIPTION.....	3
- OA 290	INTEGRATED OFFICE APPLICATIONS.....	3

Total number of credits..... 91

Office Administration- Medical Office

ASSOC OF APPLIED SCIENCE

Major code: 2193

Department: Business and Computer Information Systems

Chair: Dustin Mason

Advising: Ina Syphers 541-881-5896

PROGRAM OVERVIEW

This program prepares students for a career in a medical office. The Medical Office Administration program provides solid groundwork in medical office procedures, foundation office skills, medical terminology, medical billing, coding, transcription, and computer training. Medical coursework provides a wide background from an introductory medical billing course to an advanced medical transcription course. The student entering this program is preparing for immediate employment in a medical office environment to include hospitals, clinics, and doctor's offices.

This degree is designed for students wishing to directly enter the workforce. It is not designed for transfer to a four-year institution, although some coursework may be transferable. Students who wish to transfer coursework are strongly encouraged to work closely with their TVCC advisor to develop a transfer plan and to identify and contact an advisor at their chosen transfer institution. A minimum of 90 credits and a minimum grade point average of 2.0 are needed to graduate with a degree.

LEARNING OUTCOMES

Students who complete the Medical Office Associate of Applied Science degree will be prepared to:

- Compose well-organized written and oral presentations using a style that clearly integrates the purpose of the communication.
- Apply appropriate mathematical skills for problem solving and analyze information presented in a variety of formats using both manual systems and computer software.
- Use applied technology to support business functions utilizing computer software programs to include word processing, spreadsheets, databases, presentation programs, email, and the Internet.
- Use critical and creative thinking skills to solve business problems with the ability to propose logical solutions that are clear and concise.
- Apply ethical standards as they relate to business dealings.

DUAL CREDIT (2+2)

Students will receive credit for Business and Computer Information Systems classes taken in high school as equivalent to college classes provided that the high school classes are listed on a signed articulated on agreement between the specific high school and the college. Credit will be transcribed as equivalent to a parallel community college course.

WORK BASED LEARNING

Students integrate classroom learning with work-based learning by participating in an internship (Cooperative Work Experience, OA 280) at a supervised work site. Department Chair approval is required. Credits and grades are based on job hours worked, work performance, and completion of learning objectives specified in a learning contract.

RELATED EDUCATIONAL REQUIREMENTS (16 CREDITS)

All career and technical education degrees and one-year certificates contain required courses in applied communication, computation and human relations. These courses are designed to support student competence and success in the workplace. Students must have appropriate test scores in writing and math to enter the related courses listed. Students who test below the required level will

be required take preparatory courses. A college advisor will assist students with selecting the appropriate preparatory course or courses.

COURSE #	COURSE TITLE	CREDITS
- BA 104	BUSINESS MATH.....	4
- BA 204	TEAMWORK DYNAMICS.....	3
- BA 214	BUSINESS COMMUNICATION.....	3
- SP 111	FUNDAMENTALS OF SPEECH.....	3
- WR 121	ENGLISH COMPOSITION.....	3

YEAR 1

COURSE #	COURSE TITLE	CREDITS
- BA 101	INTRO TO BUSINESS.....	4
- BA 131	INTRO TO BUSINESS COMPUTING.....	4
- BA 226	BUSINESS LAW I.....	3
- CS 125 SS	SPREADSHEET APPLICATIONS.....	4
- GSCI 161	MEDICAL TERMINOLOGY I.....	3
- HPE 120	FIRST AID & CPR.....	2
- OA 116	OFFICE PROCEDURES.....	3
- OA 122	KEYBOARDING II.....	3
- OA 201	WORD PROCESSING PROCEDURES I.....	3
- OA 202	WORD PROCESSING PROCEDURES II.....	3
- OA 225	MACHINE TRANSCRIPTION.....	3
- OA 240	RECORDS MANAGEMENT.....	3

YEAR 2

COURSE #	COURSE TITLE	CREDITS
- OA 280	COOPERATIVE WORK EXPERIENCE.....	2
- BA 200	APPLIED ACCOUNTING I or BA 211 - PRINCIPLES OF ACCOUNTING I.....	4
- BA 201	APPLIED ACCOUNTING II or BA 212 - PRINCIPLES OF ACCOUNTING II.....	4
- BA 202	APPLIED ACCOUNTING III or BA 213 - PRINCIPLES OF ACCOUNTING III.....	4
- BA 228	COMPUTER-ASSISTED ACCOUNTING.....	3
- CS 125 A	DATABASE APPLICATIONS.....	4
- MREC 116	MEDICAL OFFICE PROCEDURES.....	3
- MREC 210	MEDICAL BILLING I.....	3
- MREC 211	MEDICAL BILLING II.....	3
- OA 226	ADVANCED MACHINE TRANSCRIPTION.....	3
- OA 290	INTEGRATED OFFICE APPLICATIONS.....	3

Total number of credits..... 90

Ranch Management

ASSOC OF APPLIED SCIENCE

Major code: 2170
Department: Ag and NATR
Chair: Sandra Porter
Advising: Sandy Porter 541-881-5969

PROGRAM OVERVIEW

This program prepares students for a wide variety of careers in Ranch Management, including manager of a small ranch, ranch hand, feedlot operator, brand inspector, and artificial inseminator. The program combines theory with practical skills needed for daily cattle operations. Students will learn the foundations of farm business and animal science as well as have hands-on experience working with ranch animals.

This degree is designed for students wishing to directly enter the workforce. It is not designed for transfer to a four-year institution, although some coursework may be transferable. Students who wish to transfer coursework are strongly encouraged to work closely with their TVCC advisor to develop a transfer plan and to identify and contact an advisor at their chosen transfer institution. A minimum of 90 credits and a minimum grade point average of 2.0 are needed to graduate with a degree.

LEARNING OUTCOMES

Students who complete this area of study will be prepared to:

- Demonstrate proper use of ten common pieces of livestock handling/care equipment.
- Keep and analyze record keeping system to make sound management decisions.
- Identify and use five successful marketing systems for farm and ranch products.
- Identify and implement livestock breeding program using genetic improvement principles, artificial insemination, and pregnancy testing.
- Develop a feeding program for specific species of livestock satisfying nutrition requirements for appropriate growth phase.
- Select and implement an appropriate record keeping system that satisfies state and federal requirements.
- Develop and implement ranch or farm conservation plan based on soil series, grazing management and irrigation methods.

DUAL CREDIT (2+2)

Students will receive credit for Ag and NATR classes taken in high school as equivalent to college classes provided that the high school classes are listed on a signed articulated on agreement between the specific high school and the college. Credit will be transcribed as equivalent to a parallel community college course.

WORK BASED LEARNING

Students integrate classroom learning with work-based learning by participating in an internship (Cooperative Work Experience, AG 280) at a supervised work site. Department Chair approval is required. Credits and grades are based on job hours worked, work performance, and completion of learning objectives specified in a learning contract.

RELATED EDUCATIONAL REQUIREMENTS (10 CREDITS)

All career and technical education degrees and one-year certificates contain required courses in applied communication, computation and human relations. These courses are designed to support student competence and success in the workplace. Students must have appropriate test scores in writing and math to enter the related courses listed. Students who test below the required level will be required to take preparatory courses. A college advisor will assist students with selecting the appropriate preparatory course or courses.

<u>COURSE #</u>	<u>COURSE TITLE</u>	<u>CREDITS</u>
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-	INED 156 - EMPLOYMENT STRATEGIES.....	1
-	WR 101 - WORKPLACE COMMUNICATIONS OR HIGHER.....	3
-	AET 211 ENGINEERING PROBLEMS.....	3
-	PSYC 101 PSYCHOLOGY OF HUMAN RELATIONS.....	3

YEAR 1

<u>COURSE #</u>	<u>COURSE TITLE</u>	<u>CREDITS</u>
-	AG 280 - COOPERATIVE WORK EXPERIENCE.....	3
-	AET 212 INDUSTRIAL SAFETY & MANAGEMENT.....	3
-	AG 111 AGRICULTURE COMPUTERS.....	3
-	AG 207 AGRICULTURE SEMINAR.....	1
-	ANS 121 INTRO TO ANIMAL SCIENCE.....	3
-	ANS 122 INTRO TO ANIMAL SCIENCE OPERATIONS.....	1
-	ANS 200 LIVESTOCK SKILLS.....	3
-	ANS 210 FEED AND RATION FORMULATION.....	3
-	ANS 211 APPLIED ANIMAL NUTRITION.....	3
-	ANS 215 BEEF/DAIRY CATTLE PRODUCTION.....	3
-	ANS 216 BEEF PREGNANCY TESTING.....	3
-	ANS 217 ARTIFICIAL INSEMINATION.....	3
-	ANS 231 INTRO TO LIVESTOCK EVALUATION.....	2
-	ANS 240 INTRO TO ULTRASOUND TECHNOLOGY.....	2
-	AREC 201 AGRICULTURE ACCOUNTING.....	3
-	AREC 221 MARKETING IN AGRICULTURE.....	3
-	HPE 120 FIRST AID & CPR.....	2

YEAR 2

<u>COURSE #</u>	<u>COURSE TITLE</u>	<u>CREDITS</u>
-	AG 105 SPANISH FOR THE AG INDUSTRY.....	3
-	AG 201 CURRENT ISSUES IN AGRICULTURE.....	1
-	ANS 205 FOOD ANIMAL HEALTH & DISEASE.....	2
-	ANS 224 PUREBRED HERD IMPROVEMENT.....	2
-	ANS 250 INTRO TO MEAT SCIENCE.....	3
-	ANS 278 PRINCIPLES OF ANIMAL BREEDING.....	3
-	AREC 210 FARM BUSINESS MANAGEMENT.....	3
-	AREC 211 MANAGEMENT IN AGRICULTURE.....	4
-	CSS 205 GENERAL SOILS.....	3
-	CSS 210 FORAGE PRODUCTION.....	3
-	CSS 240 INTRO TO NOXIOUS WEEDS.....	3

Total number of credits..... 91

PENDING APPROVAL

ELECTIVES (7 CREDITS)

Choose from the following:

<u>COURSE #</u>	<u>COURSE TITLE</u>	<u>CREDITS</u>
-	CSS 200 PRINCIPLES OF CROP SCIENCE.....	4
-	CSS 217 PESTICIDE SAFETY AND USE.....	1
-	GEOG 265 GEOGRAPHIC INFO SYSTEMS (GIS) I.....	4
-	HORT 111 INTRO TO PLANT GROWTH.....	3
-	HORT 211 PLANT PROPAGATION.....	3
-	HPRD 104 TIMED EVENTS I.....	3
-	HPRD 105 TIMED EVENTS II.....	3
-	HPRD 106 TIMED EVENTS III.....	3
-	NATR 103 APPLIED BOTANY.....	3
-	NATR 112 GLOBAL POSITIONING SYSTEMS (GPS).....	2
-	NATR 217 INTRO TO WATERSHED MANAGEMENT.....	3
-	NATR 241 INTRO TO RANGE MANAGEMENT.....	4
-	NATR 252 WILDLIFE MANAGEMENT.....	3

Renewable Energy & Systems Control Technology

ASSOC OF APPLIED SCIENCE

Major code: 2220

Department: Career and Technical Ed

Chair: Justin Tate

Advising: Carol Buttice 541-881-5801; Kevin Jensen

PROGRAM OVERVIEW

The program provides training in all aspects of renewable energy including design, site selection, layout, cost calculations, yearly production, construction, troubleshooting, and maintenance. The program also provides a broad-based approach to manufacturing technology, with emphasis on mechanical and electro-mechanical systems, instrumentation and controls, and systems troubleshooting. Employment opportunities may be found as technicians in both renewable energy and manufacturing sectors.

This degree is designed for students wishing to directly enter the workforce. It is not designed for transfer to a four-year institution, although some coursework may be transferable. Students who wish to transfer coursework are strongly encouraged to work closely with their TVCC advisor to develop a transfer plan and to identify and contact an advisor at their chosen transfer institution. A minimum of 90 credits and a minimum grade point average of 2.0 are needed to graduate with a degree.

LEARNING OUTCOMES

Students who complete this area of study will be prepared to:

- Calculate total cost of project
- Calculate total system amperage, voltage, and wattage
- Correctly demonstrate and perform periodic maintenance procedures
- Design a system layout
- Perform a site selection analysis
- Provide assistance for grant applications
- Troubleshoot system for errors or malfunctions

WORK BASED LEARNING

Student integrate classroom learning with work based learning by participating in an internship (Cooperative Work Experience (RET 280) at a supervised work site. Department Chair approval is required. Credits and grades are based on job hours worked, work performance, and completion of learning objectives specified in a learning contract.

RELATED EDUCATIONAL REQUIREMENTS (13 CREDITS)

All career and technical education degrees and one-year certificates contain required courses in applied communication, computation and human relations. These courses are designed to support student competence and success in the workplace. Students must have appropriate test scores in writing and math to enter the related courses listed. Students who test below the required level will be given the opportunity to take preparatory courses. A college advisor will assist students with selecting the appropriate preparatory course or courses.

COURSE #	COURSE TITLE	CREDITS
- INED 156	EMPLOYMENT STRATEGIES.....	1
- AET 211	ENGINEERING PROBLEMS.....	3
- BA 204	TEAMWORK DYNAMICS.....	3
- SP 111	FUNDAMENTALS OF SPEECH.....	3
- WR 101	WORKPLACE COMMUNICATIONS I.....	3

YEAR 1

COURSE #	COURSE TITLE	CREDITS
- AET 212	INDUSTRIAL SAFETY & MANAGEMENT.....	3
- AG 207	AGRICULTURE SEMINAR.....	1
- CS 120	COMPUTER CONCEPTS.....	4
- DRFT 167	COMPUTER AIDED DRAFTING I.....	4
- RET 103	MECHANICAL SYSTEMS.....	3
- RET 104	ELECTRICAL SYSTEM TROUBLESHOOTING I.....	3
- RET 111	PREVENTIVE MAINT/ENERGY CONSERVATIO.....	2
- RET 113	FLUID POWER.....	2
- RET 204	ENERGY AUDITS.....	3
- RET 205	SOLAR THERMAL.....	3

YEAR 2

COURSE #	COURSE TITLE	CREDITS
- RET 280	COOPERATIVE WORK EXPERIENCE.....	6
- GSCI 104	PHYSICAL SCIENCE PHYSICS or PHYS 201 - GENERAL PHYSICS.....	4
- RET 108	BUILDING SYSTEMS.....	4
- GSCI 110	PHYSICAL SCIENCE ENERGY.....	4
- HPE 120	FIRST AID & CPR.....	2
- NATR 112	GLOBAL POSITIONING SYSTEMS (GPS).....	2
- RET 107	ELECTRICAL SYSTEMS TROUBLESHOOT II.....	3
- RET 108	BUILDING SYSTEMS.....	2
- RET 112	CONTROL SYSTEMS.....	3
- RET 201	PHOTOVOLTAIC I.....	4
- RET 202	PHOTOVOLTAIC II.....	4
- RET 210	GRANT WRITING.....	3

Total number of credits..... 90

ELECTIVES (8 CREDITS)

Choose from the following:

COURSE #	COURSE TITLE	CREDITS
- CIS 101	COMPUTER NETWORKING 1.....	4
- CIS 102	COMPUTER NETWORKING 2.....	4

Structural Fire Science

ASSOC OF APPLIED SCIENCE

Major code: 2300

Department: Career and Technical Ed

Chair: Justin Tate

Advising: Frances Knight 208-455-6841; Mike Bernier

PROGRAM OVERVIEW

This program prepares students to enter a career in the urban fire science industry. Graduates are prepared to work as firefighters, emergency medical technicians, or fire inspectors. Students successfully completing the degree may be eligible to apply and test for IFSAC Firefighter I, and II certification and Basic EMT, upon affiliation with an Idaho Fire Department. Students who complete all fire and emergency services higher education (FESHE) classes may be eligible for GESHE/Emergency Services Management Agency (FEMA) certification.

This degree is designed for students wishing to directly enter the workforce. It is not designed for transfer to a four-year institution, although some coursework may be transferable. Students who wish to transfer coursework are strongly encouraged to work closely with their TVCC advisor to develop a transfer plan and to identify and contact an advisor at their chosen transfer institution. A minimum of 90 credits and a minimum grade point average of 2.0 are needed to graduate with a degree.

LEARNING OUTCOMES

Students who complete this area of study will be prepared to:

- Correctly use fire department communications equipment to professionally initiate, relay and respond to verbal or written communications in both non-emergency and emergency situations.
- Conduct, coordinate, and complete basic first cause and origin investigation and participate, under supervision, in the investigation of complex fire structures.
- Conduct risk reduction evaluations through hazard identification.
- Assist a member of an advanced life support team to improve patient outcomes by performing basic life support procedures including infection control, CPR, bleeding control and shock management.

RELATED EDUCATIONAL REQUIREMENTS (13 CREDITS)

All career and technical education degrees and one-year certificates contain required courses in applied communication, computation and human relations. These courses are designed to support student competence and success in the workplace. Students must have appropriate test scores in writing and math to enter the related courses listed. Students who test below the required level will be required to take preparatory courses. A college advisor will assist students with selecting the appropriate preparatory course or courses.

COURSE #	COURSE TITLE	CREDITS
- INED 156	EMPLOYMENT STRATEGIES.....	1
- AET 211	ENGINEERING PROBLEMS.....	3
- PSYC 101	PSYCHOLOGY OF HUMAN RELATIONS.....	3
- SP 111	FUNDAMENTALS OF SPEECH.....	3
- WR 121	ENGLISH COMPOSITION.....	3

YEAR 1

COURSE #	COURSE TITLE	CREDITS
- CS 120	COMPUTER CONCEPTS.....	4
- EMT 151	EMT BASIC I.....	5
- EMT 152	EMT BASIC II.....	5
- SFS 101	PRINCIPLES OF EMERGENCY SERVICES.....	4
- SFS 110	FIRE BEHAVIOR & COMBUSTION.....	3
- SFS 151	FIRE INCIDENT RELATED EXPERIENCE I.....	3
- SFS 152	FIRE INCIDENT RELATED EXPERIENCE II.....	3
- SFS 153	FIRE INCIDENT RELATED EXP III.....	3
- SFS 158	FIRE PUMPS AND WATER SUPPLY.....	3
- SFS 266	BUILDING CONSTRUCTION FOR FIRE PREV.....	3

YEAR 2

COURSE #	COURSE TITLE	CREDITS
- GSCI 161	MEDICAL TERMINOLOGY I.....	3
- HPE 295	HEALTH & FITNESS FOR LIFE.....	3
- NATR 116	S-215 FIRE OPERATION WILDLAND/URBAN.....	2
- SFS 169	FIRE DEPARTMENT LEADERSHIP.....	3
- SFS 171	FIRE PROTECTION SYSTEMS.....	3
- SFS 172	INTERNATIONAL FIRE CODES.....	3
- SFS 210	PRINCIPLES OF FIRE & EMERGENCY.....	3
- SFS 260	FIRE PREVENTION.....	3

Total number of credits..... 90

ELECTIVES (18 CREDITS)

Choose from the following:

COURSE #	COURSE TITLE	CREDITS
- BIOL 101	GENERAL BIOLOGY.....	4
- BIOL 231	HUMAN ANATOMY & PHYSIOLOGY.....	4
- BIOL 232	HUMAN ANATOMY & PHYSIOLOGY.....	4
- BIOL 233	HUMAN ANATOMY & PHYSIOLOGY.....	4
- CHEM 104	SURVEY OF CHEMISTRY (HEALTH).....	4
- MATH 105	CONTEMPORARY MATHEMATICS.....	4
- MATH 111	COLLEGE ALGEBRA.....	4
- PSYC 201	GENERAL PSYCHOLOGY.....	3
- PSYC 202	GENERAL PSYCHOLOGY.....	3
- PSYC 203	GENERAL PSYCHOLOGY.....	3
- SOC 204	GENERAL SOCIOLOGY.....	3
- SOC 205	GENERAL SOCIOLOGY.....	3
- SOC 206	GENERAL SOCIOLOGY.....	3
- WR 122	ENGLISH COMPOSITION.....	3
- WR 123	ENGLISH COMPOSITION.....	3
- WR 227	TECHNICAL REPORT WRITING.....	3

Welding Technology

ASSOC OF APPLIED SCIENCE

Major code: 2210

Department: Career and Technical Ed

Chair: Justin Tate

Advising: Kevin Campbell 541-881-5973; Tyson B Smith 541-881-5975

PROGRAM OVERVIEW

This degree provides training for entry-level skills and related technical knowledge necessary for advancement in the metals welding industry. Upon satisfactory completion students will be able to weld all types of joints, including piping, and perform oxyacetylene welding and cutting, shielded metal arc welding, gas metal arc welding, gas tungsten arc welding, and flux cored arc welding. They will plan and layout work for drawings, blueprints and other written specifications; demonstrate knowledge of the welding properties of metals and alloys; and establish and maintain a safe working environment.

This degree is designed for students wishing to directly enter the workforce. It is not designed for transfer to a four-year institution, although some coursework may be transferable. Students who wish to transfer coursework are strongly encouraged to work closely with their TVCC advisor to develop a transfer plan and to identify and contact an advisor at their chosen transfer institution. A minimum of 90 credits and a minimum grade point average of 2.0 are needed to graduate with a degree.

LEARNING OUTCOMES

Students who complete the Associate of Applied Science in Welding Technology will be prepared to:

- Proper set up of welding machines for appropriate welding processes
- Appropriate shop safety procedures and equipment
- Proper welding techniques for all positions in SMAW, FCAW, GTAW, and GMAW processes
- Proper welding techniques for qualification tests
- Advanced welding techniques in stainless steel and aluminum welding
- Advanced layout and fabrication procedures for welding projects

DUAL CREDIT (2+2)

Students will receive credit for Career and Technical Ed classes taken in high school as equivalent to college classes provided that the high school classes are listed on a signed articulated on agreement between the specific high school and the college. Credit will be transcribed as equivalent to a parallel community college course.

RELATED EDUCATIONAL REQUIREMENTS (10 CREDITS)

All career and technical education degrees and one-year certificates contain required courses in applied communication, computation and human relations. These courses are designed to support student competence and success in the workplace. Students must have appropriate test scores in writing and math to enter the related courses listed. Students who test below the required level will be required to take preparatory courses. A college advisor will assist students with selecting the appropriate preparatory course or courses.

COURSE #	COURSE TITLE	CREDITS
- PSYC 101	PSYCHOLOGY OF HUMAN RELATIONS or BA 204 TEAMWORK DYNAMICS.....	3
- INED 156	EMPLOYMENT STRATEGIES.....	1
- AET 211	ENGINEERING PROBLEMS.....	3
- WR 101	WORKPLACE COMMUNICATIONS I.....	3

YEAR 1

COURSE #	COURSE TITLE	CREDITS
- AET 212	INDUSTRIAL SAFETY & MANAGEMENT.....	3
- AG 207	AGRICULTURE SEMINAR.....	1
- DRFT 112	GENERAL DRAFTING & LAY OUT FOR WELD.....	3
- WELD 102	PIPE WELDING.....	3
- WELD 103	SHIELDED METAL ARC WELDING II.....	5
- WELD 104	GAS METAL ARC WELDING.....	3
- WELD 106	FLUX CORED ARC WELDING.....	3
- WELD 120	WELDING SYMBOLS & PRINT READING.....	3
- WELD 130	PERFORMANCE WELDING-OAW.....	2
- WELD 150	BASIC WELDING I.....	5
- WELD 160	BASIC WELDING II.....	5

YEAR 2

COURSE #	COURSE TITLE	CREDITS
- DRFT 167	COMPUTER AIDED DRAFTING I.....	4
- HPE 120	FIRST AID & CPR.....	2
- WELD 131	PERFORMANCE WELDING-SMAW.....	2
- WELD 190	WELDING CODES, PROCEDURE & INSPECTI.....	5
- WELD 296	WELDING FABRICATIONS PRACTICES.....	4

Total number of credits..... 90

ELECTIVES (27 CREDITS)

Choose from the following:

COURSE #	COURSE TITLE	CREDITS
- INED 280	COOPERATIVE WORK EXPERIENCE.....	1
- DRFT 168	COMPUTER AIDED DRAFTING II.....	4
- WELD 105	ADVANCED PIPE WELDING.....	2
- WELD 132	PERFORMANCE WELDING-GMAW.....	2
- WELD 133	PERFORMANCE WELDING-FCAW.....	2
- WELD 134	PERFORMANCE WELDING-GTAW.....	2
- WELD 135	PERFORMANCE WELDING-CODE PRACTICAL.....	2
- WELD 136	PERFORMANCE WELDING-CODE PRACTICAL.....	2
- WELD 297	WELDING FABRICATION PRACTICES II.....	2
- WELD 298	WELDING FABRICATION PRACTICES III.....	2

Wildland Fire Management

ASSOC OF APPLIED SCIENCE

Major code: 2092
Department: Ag and NATR
Chair: Sandra Porter
Advising: Marcus Nichols 541-881-5968

PROGRAM OVERVIEW

This program prepares students for positions on fire crews including crew boss or member of the heli-tech team, with the Bureau of Land Management, the U.S. Forest Service, or other public and private agencies that manage firefighting on public lands. Students who pursue the degree are encouraged to obtain work as a beginning firefighter and to enroll for credit in NATR 280 (Cooperative Work Experience) in the summer between the freshman and sophomore years. The experience gained during the summer will be counted toward experience required by the hiring agencies and will give students an opportunity to obtain more advanced positions such as crew boss or helicopter tech team member.

This degree is designed for students wishing to directly enter the workforce. It is not designed for transfer to a four-year institution, although some coursework may be transferable. Students who wish to transfer coursework are strongly encouraged to work closely with their TVCC advisor to develop a transfer plan and to identify and contact an advisor at their chosen transfer institution. A minimum of 90 credits and a minimum grade point average of 2.0 are needed to graduate with a degree.

LEARNING OUTCOMES

Students who complete the Wildland Fire Management Associate of Applied Science degree will be prepared to:

- Identify the primary factors involved in the start and spread of wildfires.
- Demonstrate proper use of fire equipment and fire suppression techniques, including self-protection, for fighting forest and range wild fires.
- Correctly locate a site using GPS, Map Reading Aerial Photos and the location of corners on the rectangular survey system.
- Apply knowledge of firefighting and fire suppression and abatement behavior to make tactical decisions when confronting wild land fires that threaten lives, property and improvements in the wild land/ urban interface. Includes size-up, initial strategy, structure triangle, tactics, action assessment, public relations, communications, mop up and follow up.
- Demonstrate the ability to assume leadership roles such as crew boss, engine boss, or squad boss.

WORK BASED LEARNING

Students integrate classroom learning with work-based learning by participating in an internship (Cooperative Work Experience, NATR 280) at a supervised work site. Department Chair approval is required. Credits and grades are based on job hours worked, work performance, and completion of learning objectives specified in a learning contract.

RELATED EDUCATIONAL REQUIREMENTS (13 CREDITS)

All career and technical education degrees and one-year certificates contain required courses in applied communication, computation and human relations. These courses are designed to support student competence and success in the workplace. Students must have appropriate test scores in writing and math to enter the related courses listed. Students who test below the required level will be required to take preparatory courses. A college advisor will assist students with selecting the appropriate preparatory course or courses.

-	SP 111 - FUNDAMENTAL SPEECH or SP 219 - SMALL GROUP DISCUSSION.....	3
-	INED 156 - EMPLOYMENT STRATEGIES.....	1
-	AET 211 ENGINEERING PROBLEMS.....	3
-	PSYC 101 PSYCHOLOGY OF HUMAN RELATIONS.....	3
-	WR 101 WORKPLACE COMMUNICATIONS I.....	3

YEAR 1

COURSE #	COURSE TITLE	CREDITS
-	NATR 280 - COOPERATIVE WORK EXPERIENCE.....	6
-	CS 120 COMPUTER CONCEPTS.....	4
-	CSS 240 INTRO TO NOXIOUS WEEDS.....	3
-	FWR 101 NATURAL RESOURCES SEMINAR.....	1
-	NATR 101 INTRO TO WILDLAND FIRE (FFT2).....	3
-	NATR 105 FIELD METHODS IN NATURAL RESOURCES.....	3
-	NATR 111 INTRO TO NATURAL RESOURCES.....	5
-	NATR 112 GLOBAL POSITIONING SYSTEMS (GPS).....	2
-	NATR 140 MAP USE AND ANALYSIS.....	4
-	NATR 221 INTRO TO NATURAL RESOURCE ECOLOGY.....	3
-	NATR 241 INTRO TO RANGE MANAGEMENT.....	4

YEAR 2

COURSE #	COURSE TITLE	CREDITS
-	CSS 205 GENERAL SOILS.....	3
-	FOR 111 INTRODUCTION TO FORESTRY.....	3
-	GEOG 165 INTRO TO GIS APPLICATIONS.....	4
-	GEOG 265 GEOGRAPHIC INFO SYSTEMS (GIS) I.....	4
-	GEOG 285 GEOGRAPHIC INFO SYSTEMS (GIS) II.....	4
-	HPE 120 FIRST AID & CPR.....	2
-	HPE 295 HEALTH & FITNESS FOR LIFE.....	3
-	NATR 102 L-280 FOLLOWERSHIP TO LEADERSHIP.....	2
-	NATR 103 APPLIED BOTANY.....	3
-	NATR 104 S-290 INTERMEDIATE FIRE BEHAVIOR.....	3
-	NATR 106 INTRO TO FIRE EFFECTS.....	3
-	NATR 217 INTRO TO WATERSHED MANAGEMENT.....	3
-	NATR 252 WILDLIFE MANAGEMENT.....	3

Total number of credits..... 91

COURSE #	COURSE TITLE	CREDITS
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Computer Information Systems

CERTIFICATION (< 1 YR)

Major code: 3055

Department: Business and Computer Information Systems

Chair: Dustin Mason

Advising: Dustin Mason 541-881-5898

PROGRAM OVERVIEW

The Computer Network Technician one year certificate prepares students for a variety of entry-level positions in the computer field including call center technician or desktop technician. The program combines hands-on learning and campus labs and dynamic web-based instruction. Students completing the certificate are prepared to sit for the following industry exams in which students can earn industry certifications.

All courses in this certificate may be transferred into the Computer Networking Information Systems Associate of Applied Science degree. A minimum grade point average of 2.0 is required to obtain the certificate.

LEARNING OUTCOMES

Students who complete the certificate will be prepared to:

- Demonstrate the ability to analyze an existing network configuration and implement a new configuration to improve network performance.
- Interact professionally with end users, including assessing and prioritizing end user requests, writing clear, succinct directions for end user training, and writing end user documentation.
- As a technician, demonstrate the ability to work effectively in a team environment.
- Take the A+ CompTIA Certification exams.
- Take the CompTIA Network+ exams.
- Take the 640-822 ICND1 Interconnecting Cisco, and Networking Devices Part 1 exams.
- Take the 70-680 Windows 7, Configuring exam.

WORK BASED LEARNING

Students integrate classroom learning with work-based learning by participating in an internship (Cooperative Work Experience, CIS 280) at a supervised work site. Department Chair approval is required. Credits and grades are based on job hours worked, work performance, and completion of learning objectives specified in a learning contract.

RELATED EDUCATIONAL REQUIREMENTS (7 CREDITS)

All career and technical education degrees and one-year certificates contain required courses in applied communication, computation and human relations. These courses are designed to support student competence and success in the workplace. Students must have appropriate test scores in writing and math to enter the related courses listed. Students who test below the required level will be required to take preparatory courses. A college advisor will assist students with selecting the appropriate preparatory course or courses.

<u>COURSE #</u>	<u>COURSE TITLE</u>	<u>CREDITS</u>
- INED 156	EMPLOYMENT STRATEGIES.....	1
- BA 204	TEAMWORK DYNAMICS.....	3
- WR 115	INTRO TO COLLEGE WRITING.....	3

YEAR 1

<u>COURSE #</u>	<u>COURSE TITLE</u>	<u>CREDITS</u>
- CIS 280	COOPERATIVE WORK EXPERIENCE.....	1
- CIS 101	COMPUTER NETWORKING 1.....	4
- CIS 102	COMPUTER NETWORKING 2.....	4
- CIS 110	INFORMATION TECHNOLOGY ESSENTIALS I.....	3
- CIS 111	INFORMATION TECHNOLOGY ESSENTIALS 2.....	3
- CIS 225	END USER SUPPORT.....	4
- CS 120	COMPUTER CONCEPTS.....	4
- CS 125 A	DATABASE APPLICATIONS.....	4
- CS 140 W	INTRO TO MICROSOFT OPERATING SYSTEM.....	4
- CS 195	WEB DESIGN.....	3
- CS 275	INTRODUCTION TO DATABASES.....	4

Total number of credits..... 45

CERTIFICATE PENDING APPROVAL

Course Descriptions

Ag Eng Tech

AET 207 (P/T) 4 Credits

AGRICULTURE MACHINE AND FABRICATION

Quarters: Offered as needed

Stresses the modification and building of farm equipment. Emphasizes engineering skills through hands-on applications.

AET 211 (P/T) 3 Credits

ENGINEERING PROBLEMS

Quarters: Fall, Winter, Spring

Utilizes practical math for solving problems in agriculture. Includes horse power, electricity, hydraulics, pumps, calibrations, chains, sprockets, belts and pulleys, and land measurement. Prerequisites: MATH 025 or suitable placement score.

AET 212 (P/T) 3 Credits

INDUSTRIAL SAFETY AND MANAGEMENT

Quarters: Fall, Spring

Examines and identifies prevention methods for various hazards associated with the agriculture industry. Areas examined include machinery, environmental, and confined spaces. Safety management and governmental compliance will also be addressed.

AET 221 (P/T) 3 Credits

SHOP SKILLS

Quarters: Fall, Spring

Develops and builds shop safety techniques and skills through hands-on experience, covering power and hand tools, tool reconditioning, building construction, welding, fasteners, and farm safety. Lab required.

AET 222 (P/T) 3 Credits

INDUSTRIAL MACHINES

Quarters: Offered as needed

Covers the important aspects of industrial machines such as safe operation, maintenance, and repairs. It also covers some machine design and fabrication techniques. It acquaints students with electrical and mechanical controls for machines.

Ag Resource Economics

AREC 201 (P/T) 3 Credits

AGRICULTURE ACCOUNTING

Quarters: Winter, Spring

Teaches proper farm record keeping, including income, expenses, inventory, depreciation, crop and livestock. Utilizes a computerized system for such records, and calculates end-of-year totals for income tax purposes.

AREC 210 (P/T) 3 Credits

FARM BUSINESS MANAGEMENT

Quarters: Fall, Spring

Teaches students about basic hand record keeping, including inventory, depreciation, and income/expenses. Reviews income tax laws and current regulations for employee records. Discusses basic farm business management terms, forms, and farm ownership types.

AREC 211 4 Credits

MANAGEMENT IN AGRICULTURE

Quarters: Winter, Spring

Applies economic and business principles to the management of agri-business firms, including farms and ranches; goal setting and management information; planning and decision-making tools; and acquiring, organizing, and managing land, labor and capital resources.

AREC 221 3 Credits

MARKETING IN AGRICULTURE

Quarters: Spring

Presents organization and functions of domestic and international markets, market channels for various agricultural commodities, and roles of agri-business, cooperatives, and government in marketing decisions. Discusses, in full detail, the futures market and forward contracting.

AREC 281 (P/T) 3 Credits

GLOBAL AGRICULTURAL MARKETS

Quarters: Spring

Introduces economic and marketing principles in global agricultural markets. Analyzes impacts of foreign policy for exporting and importing countries on agricultural markets. Provides a base knowledge of WTO and GATT history/function in agricultural markets today.

AREC 296 (P/T) 4 Credits

PRODUCTION PROBLEMS

Quarters: Offered as needed

Project oriented course where students will select an agricultural area of focus to create a feasibility study or economic analysis. Currently published data and figures will be used to develop a report. Presentations will be given as a final for the course. Instructor approval required.

Agriculture

AG 105 (P/T) 3 Credits

SPANISH FOR THE AG INDUSTRY

Quarters: Winter

Provides customized training to fit the needs of people in agriculture related industries. The course will focus on aiding those who spend considerable time in agriculture related fields, i.e., field supervisor, farm and agricultural businesses, or agency employees that serve agriculture business and labor.

AG 111 (P/T) 3 Credits

AGRICULTURE COMPUTERS

Quarters: Fall, Winter, Spring

Acquaints students with the use of a micro-computer and software for agricultural uses. Includes farm accounting, spreadsheets, depreciation schedules, rations, PowerPoint, internet/email, and financial analysis.

AG 201 1 Credit

CURRENT ISSUES IN AGRICULTURE

Quarters: Fall, Spring

Examines current issues in agriculture. Investigates and considers opposing viewpoints of different groups through email contact, and written and oral presentations. Uses guest speakers extensively.

AG 207 (P/T) 1 Credit

AGRICULTURE SEMINAR

Quarters: Summer, Fall, Winter

Provides information and self-evaluation in areas of goal setting, educational planning, student activities, electronic student accounts, study skills, and successful navigation of the college system. Emphasizes academic and career plans for students interested in Agriculture.

AG 211 (P/T) 3 Credits

SURVEY AND CONSTRUCTION

Quarters: Offered as needed

Provides specific information for farm and ranch use, including field drainage systems, cut and fill for field leveling, laying out building foundations, farm facilities, land descriptions, and the use of the farm level. Covers field observation, note taking, and office computations. Prerequisites: AG 111

Treasure Valley Community College

Course Descriptions

AG 212 (P/T) 3 Credits
ENGINE THEORY AND OPERATION
Quarters: Offered as needed
Studies power units and their relationship to internal combustion engines, including theory of operation, component parts, and accessories. Class projects include repair of small power units. Prerequisites: AET 221 recommended.

AG 215 (P/T) 4 Credits
IRRIGATION AND DRAINAGE
Quarters: Spring
Instructs students to design an irrigation system, considering engineering, soil types, crops, seasons, irrigation methods, best management practices, and erosion control measures. Includes a cost estimation of an actual irrigation project.

AG 221 (P/T) 3 Credits
METALS AND WELDING
Quarters: Spring
Teaches the techniques of operating electric welding machines, oxyacetylene torches and welding, heating, brazing and cutting of all common types of ferrous metals in all positions. Stresses some fabrication of farm projects. Lab included.

AG 280 1 Credit
AGRICULTURE COOP WORK EXP
Quarters: Summer, Fall, Winter, Spring
Applies actual work experience in a ag-related technical field. An on-site supervisor evaluates and supervises the work experience student. Requires instructor approval of work setting and placement, and documentation of 36 worksite hours for each credit earned.

Animal Science

ANS 107 (P/T) 3 Credits
BASIC HOOF MAINTENANCE
Quarters: Fall
Teaches the basic fundamentals and procedure for shoeing a horse, including tools and safety issues.

ANS 108 (P/T) 3 Credits
ADVANCED HORSESHOEING
Quarters: Winter
Examines principles and techniques for properly trimming and shoeing the horse with conformation and/or disease problems. Prerequisites: ANS 107.

ANS 121 3 Credits
INTRO TO ANIMAL SCIENCE
Quarters: Fall, Winter, Spring
Introduces animal science, offering a foundation in breeds, genetics, nutrition, marketing, management, ration formulation and facilities planning. Co-requisite: ANS 122.

ANS 122 1 Credit
INTRO TO ANIMAL SCIENCE OPERATIONS
Quarters: Fall, Winter, Spring
Introduces a variety of livestock industries and how each operation works, developing a broad knowledge base of several livestock industries through visits and labs. Applies to real life the knowledge and skills acquired in ANS 121. Prerequisite/Co-requisite: ANS 121.

ANS 141 (P/T) 3 Credits
BASIC HALTER TRAINING
Quarters: Fall, Spring
Provides the skills needed to train a young horse to lead, stand square, pick up feet, turn on forehead and haunches. Includes grooming and fitting.

ANS 142 (P/T) 4 Credits
GREEN BREAKING
Quarters: Winter, Spring
Provides opportunity for the student and young horse to learn together. Features ground training, saddling, and riding of a horse that hasn't been ridden before. Prerequisites: ANS 192.

ANS 143 (P/T) 3 Credits
ADVANCED HORSE TRAINING
Quarters: Winter
Teaches the student to take a green horse onto the bridle. Prepares horses to move onto several different horse activities, such as ranch horse, rope horse, or a show horse. Prerequisites: ANS 142.

ANS 144 (P/T) 3 Credits
RANCH ROPING
Quarters: Fall
This course will cover the skills and knowledge needed to be safe, efficient and keep low stress on cows, horses and people when using a rope on the ranch.

ANS 145 (P/T) 3 Credits
INDUSTRY GREEN BREAKING
Quarters: Offered as needed
Equips students to train a young horse for the public. Students will learn how to meet industry quality standards for setting the foundation on a horse. Prerequisites: ANS 142

ANS 192 (P/T) 3 Credits
HORSEMANSHIP
Quarters: Fall, Winter
Teaches the basic fundamentals of horsemanship and safety issues when handling horses while saddling, bridling, mounting, dismounting and riding. Provides the background to move on to other avenues of the horse world.

ANS 200 (P/T) 3 Credits
LIVESTOCK SKILLS
Quarters: Fall
Presents the proper techniques of basic livestock skills, such as branding, implanting, and heat synchronization. Stresses livestock handling, sanitation, facility design, quality beef assurance, and personal safety. Includes skills demonstrated by a qualified veterinarian.

ANS 201 2 Credits
BEEF QUALITY ASSURANCE
Quarters: Winter
Teaches state-of-art technology and trends in the beef industry to produce a competitive, safe, wholesome food source for consumers. Taught on a workshop basis with many industry expert presentations and local field trips.

ANS 205 (P/T) 2 Credits
FOOD ANIMAL HEALTH AND DISEASE
Quarters: Winter
Studies food animal (bovine, ovine and swine) physiology and health. Including nutritional, metabolic and reproductive disorders; as well as preventative measures and treatments available.

ANS 210 (P/T) 3 Credits
FEED AND RATION FORMULATION
Quarters: Spring
Covers feedstuffs, their analysis, and animal use. Studies how processing affects bio-availability of feeds, mixing feeds to meet specific animal requirements, and meeting animal needs as they change due to increased production, reproduction, and growth. Teaches ration formulation by hand methods and computer. Prerequisites: ANS 121, ANS 211 preferred.

ANS 211 (P/T) 3 Credits
APPLIED ANIMAL NUTRITION
Quarters: Winter, Spring

Covers all aspects of animal nutrition, including analysis of feedstuffs, the anatomy of ruminant and non-ruminant, nutrient metabolism, and the in-depth discussion on the required nutrients (water, protein, lipids, carbohydrates, minerals, and vitamins). Prerequisites: ANS 121 recommended.

ANS 215 (P/T) 3 Credits
BEEF/DAIRY CATTLE PRODUCTION
Quarters: Fall, Winter

Covers the history and development of beef cattle, their distribution and adaptation, the types and breeds of beef and dual-purpose cattle, and the fundamental principles of establishing a beef production herd. Discusses cattle, genetics, problems in breeding and feeding, buildings, and equipment.

ANS 216 (P/T) 3 Credits
BEEF PREGNANCY TESTING
Quarters: Fall

Teaches proper techniques for checking beef cows for pregnancy. Discusses anatomy and physiology of cows, the estrus cycle, and a review of diseases associated with reproduction. Much of the class taught in the "field" under actual ranch conditions.

ANS 217 (P/T) 3 Credits
ARTIFICIAL INSEMINATION
Quarters: Spring

Teaches proper procedure in thawing and placing semen in the target area of cattle through "hands-on" experience. Includes nitrogen tank procedure, pregnancy testing, health factors, and genetic selection. Concludes with testing for the Artificial Insemination Certification for Oregon.

ANS 220 (P/T) 3 Credits
INTRO TO HORSE PRODUCTION
Quarters: Fall

Introduces various breeds of horses and their characteristics, including anatomy of the skeletal and muscular system, and parts of the horse and their functions. Discusses the maintenance and purchase of horse equipment, including bits, bridles, grooming supplies, and saddles.

ANS 222 (P/T) 3 Credits
EQUINE HEALTH AND DISEASE
Quarters: Spring

Studies horse health and soundness, including in depth anatomy, diseases, nutrition, soundness or lameness issues, and the available treatments.

ANS 223 (P/T) 3 Credits
EQUINE BUSINESS AND MARKETING
Quarters: Winter, Spring

Examines correct procedures in genetic selection, pedigree and performance. Covers developing a bookkeeping system, and how to market, purchase and evaluate horses according to conformation.

ANS 224 (P/T) 2 Credits
PUREBRED HERD IMPROVEMENT
Quarters: Spring

Applies principles learned in livestock breeding to dairy, horses, pigs, and sheep. Provides students a hands-on opportunity to apply what they have learned about selection. Includes several field trips to local farms/ranches to learn breeding program management.

ANS 231 2 Credits
INTRO TO LIVESTOCK EVALUATION
Quarters: Fall

Covers, in depth, basic fundamentals of livestock evaluation and selection of cattle, sheep, and swine for herd replacement and market. Teaches students to "see" differences between two or more animals in the areas of structure, muscle, capacity/volume, femininity/masculinity, and eye appeal.

ANS 232 (P/T) 2 Credits
INTERMEDIATE LIVESTOCK EVALUATION
Quarters: Offered as needed

Reviews performance data (including EPD's), and situations/scenarios. Teaches students to describe written and oral differences between cattle, sheep, and swine; also to take notes and describe differences between animals with proper terms and phrases. Prerequisites: ANS 231

ANS 233 (P/T) 3 Credits
ADVANCED LIVESTOCK EVALUATION
Quarters: Offered as needed

Combines all information from the Introduction and Intermediate Livestock Evaluation classes. Teaches students to place livestock classes based on the situation/scenario, performance data, and visual evaluation. Requires students to express their placings with written and oral reasons. Prerequisites: ANS 231 and 232.

ANS 234 3 Credits
LIVESTOCK JUDGING TEAM
Quarters: Offered as needed

Provides the opportunity to compete at regional and national livestock judging contests. Prepares for competition with weekly work-outs, placing livestock classes based on the situation/scenario, performance data, and visual evaluation. Requires students to express their placings with written and oral reasons. Prerequisites: ANS 231, 232, and 233.

ANS 240 (P/T) 2 Credits
INTRO TO ULTRASOUND TECHNOLOGY
Quarters: Winter

Presents information on what ultrasound technology is and how it can be used in animal agriculture. Familiarizes students with ultrasound terminology and machine operations. Includes hands-on opportunities for scanning cattle, sheep, and hogs.

ANS 241 (P/T) 3 Credits
ADVANCED ULTRASOUND TECHNOLOGY
Quarters: Offered as needed

Reviews ultrasound terminology, machine operations, preparing the animal for scanning, and proper procedures for scanning. Practices scanning cattle, sheep, and hogs for fat thickness, ribeye/loineye area, and percent intramuscular fat. Includes interpreting and entering data into a spreadsheet to make carcass predictions. Prerequisites: ANS 240.

ANS 250 3 Credits
INTRO TO MEAT SCIENCE
Quarters: Winter

Follows market animals (cattle, sheep and swine) from the finishing phase to the meat counter. Includes slaughter, meat grading and evaluation, inspection, structure and composition of muscle, conversion of muscle to meat, microbiology and sanitation, cookery of meat, and nutritive value of meat.

ANS 263 (P/T) 3 Credits
BUILDING AND STABLE MANAGEMENT
Quarters: Winter, Spring

Covers the practical application of designing and managing a stable for all ages of horses.

ANS 277 (P/T) 2 Credits
EQUINE REPRODUCTION
Quarters: Spring

Presents newer ideas and procedures involved with impregnating mares, along with common problems facing the mares and stallion during the breeding.

Treasure Valley Community College

Course Descriptions

ANS 278 (P/T) 3 Credits
PRINCIPLES OF ANIMAL BREEDING
Quarters: Fall

Covers reproduction anatomy of male and female livestock, and basic genetic terms and principles. Teaches students to design a breeding program utilizing EPD's and performance data based on different breeding systems used in today's livestock operations.

ANS 294 (P/T) 3 Credits
COW CUTTING
Quarters: Spring

Introduces horse and rider to the fundamentals of training and competing on a cutting horse. Prerequisites: ANS 192.

ANS 295 (P/T) 3 Credits
REINING
Quarters: Spring

Introduces horse and rider to the fundamentals of training and competing on a reining horse. Includes working experience in the arena. Prerequisites: ANS 192.

ANS 297 (P/T) 3 Credits
WORKING COW-HORSE
Quarters: Fall

Prepares a student to train a horse for all aspects of ranching, including cattle sorting, gate work, packing, and roping. Prerequisites: ANS 192.

ANS 298 (P/T) 3 Credits
ARENA HORSE SKILLS
Quarters: Spring

This course teaches students to safely and effectively introduce and develop timed event skills in a young horse for market. Prerequisites: ANS 297 or instructor approval.

Anthropology

ANTH 110 3 Credits
INTRO TO CULTURAL ANTHROPOLOGY
Quarters: Spring

Studies the diverse cultures of the modern world, emphasizing the role of culture in human behavior and social structure.

Art Studies

ART 101 3 Credits
INTRO TO VISUAL ARTS
Quarters: Summer, Fall, Winter, Spring

Introduces many facets of art, including an overview of major art movements throughout history, the formal elements of art, various art media, art criticism, explore complex culturally based assumptions that influence the artist and his or her art work, and exercises designed to build perceptual skills. Includes lectures illustrated with slides, power points and audio lectures in Black Board as well as an Art Gallery visitation.

ART 115 3 Credits
BASIC DESIGN
Quarters: Summer, Fall, Winter, Spring

Introduces the fundamental processes and vocabulary of the artist's design studio. Examines the principles and concepts of line, shape, texture, space, and color to enable students to express their personal vision in an academic manner.

ART 116 3 Credits
BASIC DESIGN
Quarters: Summer, Fall, Winter, Spring

An introduction to fundamental processes and vocabulary of the artist design studio. Introduction of the principles and concepts of shape, line, texture, space, color, etc. which enable the student to express his or her personal vision in a more organized and academic manner. The student will produce designs using the computer in a graphic format.

ART 117 3 Credits
BASIC DESIGN
Quarters: Summer, Fall, Winter, Spring

An introduction to the fundamental processes and vocabulary of the artist design studio. Introduction of the principles and concepts of shape, line, texture, space, color, etc. which enable the student to express his or her personal vision in a more organized and academic manner. The student will produce their designs using the a 3-D sculpture format.

ART 131 3 Credits
BEGINNING DRAWING
Quarters: Summer, Fall, Winter, Spring

Teaches students to acquire and refine representational skills using a variety of techniques and media. Presents contemporary art concepts with the intention of leading each student toward a personal direction. Introduces each new concept, medium, or technique with slide lectures and discussions.

ART 132 3 Credits
INTERMEDIATE DRAWING
Quarters: Summer, Fall, Winter, Spring

Continues, on a more ambitious level, skills and ideas that were introduced in ART 131. Explores techniques to achieve more gestural surfaces. Introduces color media (ink, color pencil and pastels). Prerequisites: ART 131.

ART 133 3 Credits
ADVANCED DRAWING
Quarters: Summer, Fall, Winter, Spring

Continues, on a more ambitious level, skills and ideas that were introduced in ART 132. Explores techniques to achieve more gestural surfaces. Introduces color media (ink, color pencil and pastels). Prerequisites: ART 132.

ART 181 3 Credits
BEGINNING PAINTING
Quarters: Summer, Fall, Spring

The course parallels skills and ideas taught in Drawing and Design. Techniques to achieve painted surfaces will be explored and a variety of wet media (including ink, tempera, watercolor, and acrylic) will be introduced.

ART 182 3 Credits
INTERMEDIATE PAINTING
Quarters: Summer, Fall, Spring

The course parallels skills and ideas taught in Drawing and Design. Techniques to achieve painted surfaces will be explored and a variety of wet media (including ink, tempera, watercolor, acrylic and oil paint) will be introduced. Prerequisites: ART 181

ART 183 3 Credits
ADVANCE PAINTING
Quarters: Summer

Introduction to the technical properties and handling of oil painting as well as the related formal and conceptual problems. Beginning problems deal with such issues as color mixing, creating three (3) dimensional form and space, and surface texture. The second half of the quarter focuses on the development of individuals styles and the study of contemporary art. Prerequisites: Art 181, 182

ART 199 1 Credit
SPECIAL STUDIES
Quarters: Summer, Fall, Winter, Spring
Presents selected topics of study in art offered on a temporary and experimental basis.

ART 204 3 Credits
HISTORY OF WESTERN ART/ANCIENT
Quarters: Fall
Presents art from Prehistoric, Ancient Near East, Aegean, Egyptian, Greek, early Christian, Byzantine, Medieval, Gothic and Roman periods. Includes lectures illustrated by slides and supplemented by occasional movies.

ART 205 3 Credits
HISTORY OF WESTERN ART/RENAISSANCE
Quarters: Winter
Presents art from the late Gothic, early Renaissance, Italian Renaissance, Northern Renaissance, and Baroque periods. Includes lectures illustrated with slides and supplemented by art history videos.

ART 206 3 Credits
HISTORY OF WESTERN ART/MODERN
Quarters: Spring
Presents art from Rococo, Romantic, 19th century, and the 20th century periods.

ART 253 3 Credits
CERAMICS I
Quarters: Summer, Fall
Introduces the history of contemporary ceramics, including materials, methods, and techniques. Stresses both wheel thrown and hand built ceramic construction. Includes gallery visitation.

ART 254 3 Credits
CERAMICS II
Quarters: Summer, Fall, Winter
Continues the broad introduction to the history of contemporary ceramics, including materials, methods, and techniques. Stresses both wheel thrown and hand built ceramic construction. Introduces glazing and firing. Includes gallery visitation.

ART 255 3 Credits
CERAMICS III
Quarters: Summer, Fall, Spring
Continues the broad introduction to the history of contemporary ceramics, including materials, methods, and techniques. Stresses both wheel thrown and hand built ceramic construction. Introduces glazing and firing. Develops fundamental skills to foster artistic growth. Includes gallery visitation.

ART 256 3 Credits
CERAMICS IV (RAKU)
Quarters: Summer, Fall, Winter
Continues the broad introduction to the history of contemporary ceramics, including materials, methods, and techniques. Stresses both wheel thrown and hand built ceramic construction. Introduces Raku glazing and firing. Develops fundamental skills to foster artistic growth. Includes gallery visitation.

ART 261 3 Credits
BEGINNING PHOTOGRAPHY
Quarters: Summer, Fall, Winter, Spring
Covers functions of both film and digital cameras. Explores electronic and traditional darkroom procedures. Includes both demonstrations and individual assignments designed to enhance understanding of basic photographic principals.

ART 265 3 Credits
BEGINNING DIGITAL PHOTOGRAPHY
Quarters: Summer, Fall, Winter, Spring
Introduces digital photography focusing on camera handling, camera functions, capturing images, composition and editing. This will also introduce the image adjusting software Adobe Photoshop Elements. Basic manipulation of images and presentation of projects will be stressed.

ART 266 3 Credits
INTERMEDIATE DIGITAL PHOTOGRAPHY
Quarters: Summer, Winter, Spring
Continues to explore and investigate the digital camera and it's many functions. The class will continue to stress composition, lighting and presentation. It involves more complex Photoshop tools and computer skills. Prerequisites: 265

Aviation

AV 101 (P/T) 3 Credits
INTRODUCTION TO AVIATION
Quarters: Summer, Fall, Winter
This course introduces the student to Federal Aviation Regulations/Aeronautical Information Manual (FAR/AIM as well as provide a brief history of aviation. Designed to build an understanding of the pilot credentials required for careers in aviation and help students explore various career options within the helicopter industry. A number of employment opportunities are investigated, including commercial, business, corporate, military and general aviation-related occupations. Helicopters will be given emphasis.

AV 104 (P/T) 3 Credits
INTRODUCTION TO AIRCRAFT SYSTEMS
Quarters: Summer, Fall, Winter, Spring
This course introduces the student to the training aircraft that are used in general aviation, and will look in detail at those aircraft used in this program. Aircraft in current use for the training by the industry will be studied and emphasis placed on basic aircraft system operations, airworthiness issues, ground handling, and pre-flight inspections. Prerequisites: AV 115

AV 115 (P/T) 5 Credits
PRIVATE PILOT GROUND-HELICOPTER
Quarters: Summer, Fall, Winter
This course covers the fundamentals of helicopter flight, flight operations, aviation weather, aircraft performance, navigation, aircraft systems, aeronautical publications, FAA regulations, flight planning, radio procedures, meteorology, and human factors. This is a comprehensive course that prepares the student for the FAA Private Pilot airman knowledge test.

AV 120 (P/T) 4 Credits
INTRO TO AVIATION SAFETY MGT SYSTEM
Quarters: Summer, Fall, Winter
This course introduces the student to Aviation Safety Management Systems (ASMS) as defined by the International Civil Aviation Organization. The student will review U.S. Federal Aviation Administration Advisory Circular AC120-92 guiding ASMS in commercial aviation operations. A comprehensive review of the four components of Policy, Risk Management, Safety Assurance, and Safety Promotion will build a foundational understanding of SMS for aviation operations.

AV 121 (P/T) 4 Credits
RISK MANAGEMENT-AVIATION SMS
Quarters: Fall, Winter, Spring
This course covers fundamentals of Aviation Risk Management. Students will comprehend risk management process that may be applied during the three major levels of flight operations including Operational Risk Management (ORM), Deliberate Risk Management for mission planning, and Strategic Risk Management for corporate planning. Prerequisites: AV 120

Treasure Valley Community College

Course Descriptions

AV 122 (P/T) 4 Credits

ASMS-QUALITY ASSURANCE

Quarters: Summer, Winter, Spring

Prepares the student to apply Quality Assurance principles to aviation safety systems. Students will study the Demming Method of quality assurance and understand its applications for ASMS and continuous improvement. This course provides a comprehensive overview of the five components of assurance including system operation, data collection, assessment, and corrective action. Students will understand how program review and auditing enhance operational safety and efficiency. Prerequisites: AV 120

AV 123 (P/T) 4 Credits

AVIATION SMS, POLICY, PROMOTION AND

Quarters: Summer, Fall, Winter, Spring

This provides the student with a thorough overview of safety policy and promotion techniques that improve safety awareness. The lectures discuss how promoting safety improves the operational safety culture, enhances learning, and results in a highly reliable organization. Legal aspects and principles of a positive safety culture will be understood.

AV 124 (P/T) 4 Credits

AVIATION HUMAN FACTORS (AHF)

Quarters: Fall, Winter

AHF furthers the student understanding of flight physiology and airman psychology factors that have effects on individual airworthiness. Students will gain awareness of physical and mental indicators that may result in poor decision-making or incapacity in the flight environment. Subjects include discussions on the issues of self-medication, fatigue, physical fitness, hazardous attitudes, personnel relations, and emotional intelligence (EQ) as they relate to pilot performance. Students demonstrate knowledge of FAA medical certificate requirements and relate medical standards to personal safety. Prerequisites: AV 120

AV 125 (P/T) 4 Credits

INTRO TO AVIATION ACCIDENT INVESTIG

Quarters: Spring

This course introduces the student to Aviation Accident Investigation responsibilities, techniques and processes. An understanding of the role a pilot plays in mishaps will prepare them to assist the NTSB and the FAA with their roles in mishap investigation and accident prevention. The development of abilities to recognize human error that leads to a mishap chain of event aids the student to avoid situations and enhance their career development. Prerequisites: AV 120

AV 208 (P/T) 4 Credits

METEOROLOGY II-WEATHER DECISION

Quarters: Fall, Winter, Spring

This course prepares the student to apply fundamental weather information to practical flight planning problems. This course focuses on weather factors that the Federal Aviation Administration identifies as key elements involved in controlled flight into terrain, (CFIT) types of accidents. This course will train aviation students on meteorology to ensure a practical knowledge of weather phenomena, including the principles of frontal systems, icing, fog, thunderstorms, and wind shear. The course emphasizes practical concepts and critical decision-making to enable students to retain and use the information in real world low-level operations, and to mitigate hazardous weather conditions such as thunderstorms or winter flight conditions. Prerequisites: AV 108 or GSCI 109

AV 215 (P/T) 5 Credits

INSTRUMENT HELICOPTER GROUND

Quarters: Summer, Fall, Winter, Spring

The Instrument rating Ground School for helicopter prepares students for the FAA Instrument knowledge test and an FAA Instrument Rating. This course includes an in-depth study of aircraft flight instruments, basic attitude instrument flying, IFR navigation systems and procedures, aviation weather, applicable Federal Aviation Regulations and the required instrument charts for IFR flight. Prerequisites: AV 115

AV 225 (P/T) 4 Credits

COMMERCIAL PILOT GROUND-HELICOPTER

Quarters: Summer, Fall, Winter, Spring

Covers the advanced aerodynamics of helicopter flight, flight operations, aviation weather, aircraft performance, navigation, aircraft systems, aeronautical publications, FAA regulations, flight planning, radio procedures, meteorology, and human factors. This is a comprehensive course that prepares the student for the FAA Commercial Pilot airman knowledge test. Prerequisites: AV 115

AV 227 (P/T) 1 Credit

HELICOPTER FLIGHT LAB PRIVATE

Quarters: Summer, Fall, Winter, Spring

The Professional Pilot flight labs provide ground and flight instruction for students desiring careers as professional pilots in the helicopter industry. The professional pilot course includes certification training for private pilot certification, commercial pilot certificate with instrument rating. Professional Pilot students will be prepared to become Certified Flight Instructors (CFI) and Certified Flight Instructors with the instrument (CFII) helicopter ratings.

AV 228 (P/T) 1 Credit

HELICOPTER FLIGHT LAB-PRIVATE

Quarters: Summer, Fall, Winter, Spring

The Professional Pilot flight labs provide ground and flight instruction for students desiring careers as professional pilots in the helicopter industry. The Professional Pilot Course includes certification training for the commercial pilot certificate with instrument rating. Professional Pilot students will be prepared to become certified Flight Instructors (CFI) with the instrument (CFII) helicopter rating.

AV 229 (P/T) 1 Credit

HELICOPTER FLIGHT LAB-PRIVATE

Quarters: Summer, Fall, Winter, Spring

The Professional Pilot flight labs provide ground and flight instruction for students desiring careers as professional pilots in the helicopter industry. The Professional Pilot Course includes certification training for the commercial pilot certificate with instrument rating. Professional Pilot students will be prepared to become certified Flight Instructors (CFI) with the instrument (CFII) helicopter rating.

AV 230 (P/T) 1 Credit

HELICOPTER FLIGHT LAB-INSTRUMENT

Quarters: Summer, Fall, Winter, Spring

The Professional Pilot flight labs provide ground and flight instruction for students desiring careers as professional pilots in the helicopter industry. The professional Pilot Course includes certification training for the commercial pilot certificate with instrument rating. Professional Pilot students will be prepared to become certified Flight Instructors (CFI) with the instrument (CFII) helicopter rating.

AV 231 (P/T) 1 Credit

HELICOPTER FLIGHT LAB-INSTRUMENT

Quarters: Summer, Fall, Winter, Spring

The Professional Pilot flight labs provide ground and flight instruction for students desiring careers as professional pilots in the helicopter industry. The professional pilot course includes certification training for private pilot certification, commercial pilot certificate with instrument rating. Professional Pilot students will be prepared to become Certified Flight Instructors (CFI) and Certified Flight Instructors with the instrument (CFII) helicopter ratings.

AV 232 (P/T) 1 Credit

HELICOPTER FLIGHT LAB-COMMERCIAL

Quarters: Summer, Fall, Winter, Spring

The Professional Pilot flight labs provide ground and flight instruction for students desiring careers as professional pilots in the helicopter industry. The professional pilot course includes certification training for private pilot certification, commercial pilot certificate with instrument rating. Professional Pilot students will be prepared to become Certified Flight Instructors (CFI) and Certified Flight Instructors with the instrument (CFII) helicopter ratings.

AV 233 (P/T) 1 Credit
HELICOPTER FLIGHT LAB-COMMERCIAL

Quarters: Summer, Fall, Winter, Spring

The Professional Pilot flight labs provide ground and flight instruction for students desiring careers as professional pilots in the helicopter industry. The professional pilot course includes certification training for private pilot certification, commercial pilot certificate with instrument rating. Professional Pilot students will be prepared to become Certified Flight Instructors (CFI) and Certified Flight Instructors with the instrument (CFII) helicopter ratings.

AV 234 (P/T) 1 Credit
HELICOPTER FLIGHT LAB-ADVANCED

Quarters: Summer, Fall, Winter, Spring

The Professional Pilot flight labs provide ground and flight instruction for students desiring careers as professional pilots in the helicopter industry. The professional pilot course includes certification training for private pilot certification, commercial pilot certificate with instrument rating. Professional Pilot students will be prepared to become Certified Flight Instructors (CFI) and Certified Flight Instructors with the instrument (CFII) helicopter ratings.

AV 235 (P/T) 1 Credit
HELICOPTER FLIGHT LAB-CFI

Quarters: Fall, Winter, Spring

The Professional Pilot flight labs provide ground and flight instruction for students desiring careers as professional pilots in the helicopter industry. The professional pilot course includes certification training for private pilot certification, commercial pilot certificate with instrument rating. Professional Pilot students will be prepared to become Certified Flight Instructors (CFI) and Certified Flight Instructors with the instrument (CFII) helicopter ratings.

AV 236 (P/T) 1 Credit
HELICOPTER FLIGHT LAB-CFII

Quarters: Fall, Winter, Spring

The Professional Pilot flight labs provide ground and flight instruction for students desiring careers as professional pilots in the helicopter industry. The professional pilot course includes certification training for private pilot certification, commercial pilot certificate with instrument rating. Professional Pilot students will be prepared to become Certified Flight Instructors (CFI) and Certified Flight Instructors with the instrument (CFII) helicopter ratings.

AV 245 (P/T) 3 Credits
ADVANCED HELICOPTER OPERATIONS

Quarters: Summer, Fall, Winter

Students will be introduced to the operations of turbine helicopters, mountain flying, and external load flying. The mountain flying phase will provide students with a working knowledge of operations in and around mountainous terrain. The external load phase covers basic flying skills with an external long line attached to the aircraft. The turbine phase will introduce students to unique operating characteristics of turbine engines. Prerequisites: AV 115

AV 255 (P/T) 3 Credits
CERTIFIED FLIGHT INSTRUCTOR GROUND

Quarters: Fall, Winter

The Certified Flight Instructor Ground teaches techniques of flight and ground instruction. The fundamentals of instruction will place emphasis on how students learn recognition of hazardous attitudes, and skill retention techniques. Students will learn how to effectively teach all material that is covered in Private, Instrument and Commercial ratings as prescribed by the FAA. This is a comprehensive course that prepares the student for the FAA Fundamentals of Instruction CFI Helicopter Knowledge test and the CFII Helicopter Knowledge test. Prerequisites: AV 115

AV 290 (P/T) 3 Credits
AVIATION CAPSTONE

Quarters: Fall, Winter

The aviation capstone is meant for students ready to graduate with all of their helicopter ratings and enter the job market. Students will learn how to write an effective aviation resume, present themselves as professionals in the field, and prepare for their first helicopter job. Prerequisites: AV 101, AV 115, AV 104, AV 215, AV 225

Biology

BIOL 101 4 Credits

GENERAL BIOLOGY

Quarters: Summer, Fall, Winter, Spring

Studies cellular biology, including scientific method, taxonomy, cell organelles and cell membrane, photosynthesis, cellular respiration, mitosis and meiosis, Mendelian genetics, DNA structure and function and evolution. Lab required. Intended for non-science majors.

BIOL 102 4 Credits

GENERAL BIOLOGY

Quarters: Winter, Spring

Studies human evolution and the body system, including circulation, immune system, digestion, respiration, body fluid regulation, nervous system, sense organs, muscles, reproduction and endocrine system. Lab required. Intended for non-science majors.

BIOL 103 4 Credits

GENERAL BIOLOGY

Quarters: Spring

Studies evolution and diversity of plants, plant structure and organization, plant nutrition and transport, control of growth in plants, plant reproduction. Examines ecology of populations, communication, ecology and conservation biology. Lab required. Intended for non-science majors.

BIOL 107 4 Credits

PRINCIPLES OF ECOLOGY AND FIELD BIOL

Quarters: Offered as needed

Emphasizes the broad concepts of ecology in a field setting using natural ecosystems as a model. Introduces concepts in the classroom then examines them in detail using student collected field data. Lab and/or field trip required.

BIOL 121 5 Credits

INTRO TO HUMAN ANATOMY AND PHYSIOLOGY

Quarters: Fall

Covers body organization with an emphasis on anatomy and function of all the human body systems. Topics include the cell, skin, heart and circulation, nervous system, special senses, blood, immunity, respiration, digestion, bones, muscles and reproduction. This course is designed for the allied health student. Lab required.

BIOL 211 5 Credits

COLLEGE BIOLOGY

Quarters: Fall

Examines the theoretical bases of biology as a scientific discipline, emphasizing cytology, genetics, and biological adaptation. Lab required. Intended for science and pre-professional majors. Prerequisites: College level reading and writing skills. Pass WR 115 or suitable placement score and pass RD 012 or suitable placement score.

Treasure Valley Community College

Course Descriptions

BIOL 212 5 Credits

COLLEGE BIOLOGY

Quarters: Winter

Provides an introduction to the basic concepts of biology with a special emphasis on zoology. Discusses functional relationships between different orders of animals. Lab required. Intended for science and pre-professional majors.

BIOL 213 5 Credits

COLLEGE BIOLOGY

Quarters: Spring

Studies botany and ecology. Presents an overview of the evolution and organization of the plant kingdom followed by a study of the anatomy and physiology of flowering plants. Examines ecological relationships observed among plants, animals, and their environment. Lab required. Intended for science and pre-professional majors.

BIOL 231 4 Credits

HUMAN ANATOMY AND PHYSIOLOGY

Quarters: Summer, Fall, Winter

Studies body organization and function with an emphasis on histology and the integumentary, skeletal, and muscular systems. Lab required. Prerequisites: CHEM 104, or 121, or 221, and BIOL 101 or 211.

BIOL 232 4 Credits

HUMAN ANATOMY AND PHYSIOLOGY

Quarters: Summer, Winter, Spring

Studies the organization, structure, and function of the nervous, sensory, endocrine, and cardiovascular systems. Lab required. Prerequisites: BIOL 231

BIOL 233 4 Credits

HUMAN ANATOMY AND PHYSIOLOGY

Quarters: Summer, Fall, Spring

Studies respiratory, digestive, excretory, and reproductive systems. Lab required. Prerequisites: BIOL 231 or BIOL 232.

BIOL 234 4 Credits

MICROBIOLOGY

Quarters: Summer, Fall, Winter, Spring

Examines the fundamental principles and techniques of microbial study. Emphasizes the structural, functional, and disease causing properties of bacteria and viruses. Lab required. Prerequisites: CHEM 104, or 121, or 221, and BIOL 101 or 211 or 231.

Business Administration

BA 101 4 Credits

INTRO TO BUSINESS

Quarters: Summer, Fall, Winter, Spring

Emphasizes business organization, operation, and management. Assists students interested in business determine their major field of concentration.

BA 104 (P/T) 4 Credits

BUSINESS MATH

Quarters: Summer, Fall, Winter, Spring

Applies mathematical skills to solve business and consumer problems. Includes business applications such as computing finance charges, taxes, discounts, markups, inventory value, bond discount/premium, and present/future value analysis. Prerequisites: MATH 60.

BA 131 4 Credits

INTRO TO BUSINESS COMPUTING

Quarters: Summer, Fall, Winter, Spring

Introduces computer concepts covering computer systems, software and hardware, networking, and databases. Students will complete assignments in Microsoft Office Professional computer applications, including Word, Excel, Access, Publisher and Powerpoint. Emphasizes basic understanding and competency in different applications and concepts.

BA 153 (P/T) 3 Credits

CRITICAL/CREATIVE THINKING

Quarters: Fall, Spring

Emphasizes critical and creative thinking to help students understand the thinking process, including purposeful, reasoned, and goal directed thinking involved in solving problems, formulating inferences, calculating likelihoods, and making decisions. Explores examples of vertical thinking and lateral thinking.

BA 200 (P/T) 4 Credits

APPLIED ACCOUNTING I

Quarters: Summer, Fall, Spring

Emphasizes the basic principles of bookkeeping for both service and retail merchandise business, including analyzing transactions, journalizing, posting, doing end-of-year work, and preparing financial statements. Integrates computer applications into course material.

BA 201 (P/T) 4 Credits

APPLIED ACCOUNTING II

Quarters: Fall, Winter

Emphasizes purchasing, sales, installment sales, consignment sales, inventory, long-lived assets, and accrual accounting applied to all merchandising-type business. Integrates computer applications into course material. Prerequisites: BA 200.

BA 202 (P/T) 4 Credits

APPLIED ACCOUNTING III

Quarters: Winter, Spring

Emphasizes accounting for the corporate form of business, including capital stock, corporate earnings, and corporate bonds. Integrates computer applications into course material. Prerequisites: BA 201.

BA 203 (P/T) 3 Credits

INTERNATIONAL BUSINESS

Quarters: Spring

Introduces business activities that cross national boundaries. Studies the concepts of international business: its theories and framework for analysis of international transactions.

BA 204 (P/T) 3 Credits

TEAMWORK DYNAMICS

Quarters: Fall, Winter, Spring

Introduces the formation, development, and management of groups. Examines problems and characteristics common to group situations and generates strategies for improving group productivity.

BA 206 3 Credits

PRINCIPLES OF MANAGEMENT

Quarters: Summer, Fall, Spring

Introduces the principles of management, concentrating on organizational structures, planning principles, organizing, leading, controlling, and management techniques.

BA 211 4 Credits
PRINCIPLES OF ACCOUNTING I
Quarters: Fall, Winter

Introduces financial accounting concepts and reporting of financial information in accordance with generally accepted accounting principles. Emphasizes external financial reporting for business enterprises and the use of financial statement information for economic decision making. Introduces computerized accounting concepts.

BA 212 4 Credits
PRINCIPLES OF ACCOUNTING II
Quarters: Winter, Spring

Introduces the valuation of accounts receivable and inventories. Appraises concepts of cost, depreciation, depletion, and amortization of capital assets as reported on financial statements. Includes corporate accounting for capital acquisition and reporting of stock, corporate bonds, dividends, stock splits, and donated capital. Continues computerized accounting concepts. Prerequisites: BA 211.

BA 213 4 Credits
PRINCIPLES OF ACCOUNTING III
Quarters: Summer, Spring

Introduces managerial accounting, including methods of cost systems and appropriate use of information obtained for improved management decision-making. Conducts analysis of cost behavior, cost/volume/profit relationships, budgeting, evaluating performance, and capital investment decision. Continues computerized accounting concepts. Prerequisites: BA 212

BA 214 3 Credits
BUSINESS COMMUNICATION
Quarters: Summer, Winter, Spring

Applies written communication skills to writing and analyzing business letters, memos, emails, and short reports. Incorporates correct format, grammar, and punctuation. Prerequisites: WR 121

BA 215 (P/T) 3 Credits
COST ACCOUNTING
Quarters: Summer, Fall

Focuses on the role of the cost accountant in providing accounting information to managers as an aid in economic decision making. Emphasizes the development and application of cost systems as they apply to cost inputs (materials, labor, overhead), and job order versus process costing. Examines actual versus standard cost accounting, direct costing versus full absorption costing, and budgeting.

BA 223 3 Credits
PRINCIPLES OF MARKETING
Quarters: Summer, Fall, Winter

Surveys activities by which a firm seeks to anticipate customer needs by directing a flow of need-satisfying goods and services from producer to consumer. Includes market research, buying behavior, product planning, physical distribution, retailing, wholesaling, promotion, and pricing policy.

BA 225 4 Credits
THE LEGAL ENVIRONMENT OF BUSINESS
Quarters: Offered as needed

Introduction to the legal environment of business. Emphasis is on the legal principles and laws which affect business. Topics covered will include the history of the legal development in the U.S., court systems, administrative laws and regulatory process, crimes, torts, contracts, property laws, legal aspects of business entities, employment laws and other topics will be discussed.

BA 226 3 Credits
BUSINESS LAW I
Quarters: Summer, Fall, Winter

Introduces business law, emphasizing contract law. Discusses history of legal development, crimes, torts, and courts systems.

BA 227 3 Credits
BUSINESS LAW II

Quarters: Summer, Fall, Winter, Spring
Continues study of business law, emphasizing sales law, commercial paper, bailments, and agency agreements. Prerequisites: BA 226, or instructor approval.

BA 228 3 Credits
COMPUTER-ASSISTED ACCOUNTING
Quarters: Fall, Spring

Examines methods of performing accounting functions and solving accounting problems using popular computer software, including collecting, organizing, and reporting large amounts of information.

BA 230 (P/T) 3 Credits
PAYROLL ACCOUNTING
Quarters: Summer, Fall

Presents a comprehensive overview of federal and state payroll procedures, including computing and recording gross wages, withholding amounts, and net wages. Introduces use of computerized and manual systems to maintain employee earnings records and payroll registers, compute employer and other payroll-related costs, make payroll tax deposits, complete payroll and W-2's, and make general journal entries for all payroll transactions. Prerequisites: BA 200 or BA 211.

BA 236 (P/T) 3 Credits
COMPUTER-ASSISTED ACCOUNTING II
Quarters: Summer, Fall

Introduces methods of performing accounting functions using accounting software currently utilized by business firms. Prerequisites: BA 200 or BA 211.

BA 239 3 Credits
PRINCIPLES OF ADVERTISING
Quarters: Winter

Examines in detail the purpose, preparation, placement, and analysis of various types of advertisements within each of the media. Analyzes and compares the relative merits of the media on local and national advertising.

BA 240 (P/T) 3 Credits
FUND ACCOUNTING
Quarters: Summer, Spring

Familiarizes the student with the principles and unique terminologies of governmental and nonprofit fund accounting. Explores conceptual, procedural, and reporting issues of the fund accounting process. Prerequisites: BA 200 or BA 211.

BA 243 (P/T) 3 Credits
CONSUMER BEHAVIOR
Quarters: Spring

Introduces the dynamic interaction of affect and cognition, behavior, and the environment by which people conduct the exchange aspects of their lives.

BA 249 3 Credits
RETAIL MANAGEMENT
Quarters: Fall, Spring

Presents the principles of retail strategy and structures, emphasizing trading area analysis, consumer behavior, store location, and pricing in retailing.

BA 250 3 Credits
SMALL BUSINESS MANAGEMENT
Quarters: Summer, Spring

Presents the fundamentals of owning and managing a small business, including organizational, financial, marketing, and management concepts. Studies the dominant impact of small business. Prerequisites: BA 211, BA 206, and BA 223.

Treasure Valley Community College

Course Descriptions

BA 255 3 Credits
PERSONNEL SUPERVISION
Quarters: Winter
Introduces the supervisor's special place in management and the essential skills that all managers have in common. Focuses on the unique problems of being a supervisor in any kind of organization, and closely examines the special skills, responsibilities, roles and attributes required of supervisors.

BA 256 3 Credits
INCOME TAX PROCEDURES
Quarters: Fall, Winter
Introduces preparation of federal income taxes, including gross income, adjustments to income, deductions, tax credits and exemptions. Examines potential tax consequences of decisions, and evaluates costs and benefits of alternatives. Assists decision makers minimize tax and maximize after-tax profits. Integrates computer applications into course material.

Chemistry

CHEM 104 4 Credits
SURVEY OF CHEMISTRY (HEALTH)
Quarters: Summer, Fall, Winter, Spring
Studies the fundamental concepts of chemistry including metric system, atomic structure, chemical reactions and gas laws, buffers, solution chemistry and acids and bases. Examines the relationship of chemical principles to current environmental and health related topics. Lab required. Prerequisites: MATH 60, or suitable placement score.

CHEM 105 4 Credits
SURVEY OF CHEMISTRY (HEALTH)
Quarters: Summer, Winter, Spring
Studies the fundamental concepts of chemistry, including nuclear radiation, energy, and organic chemistry. Lab required. Prerequisites: CHEM 104.

CHEM 106 4 Credits
SURVEY OF CHEMISTRY (HEALTH)
Quarters: Spring
Studies the fundamental concepts of chemistry, including carbohydrates, lipid and protein metabolism, RNA and DNA synthesis, action of enzymes, hormones and steroids, and overall integration of metabolism. Lab required. Prerequisites: CHEM 105.

CHEM 121 4 Credits
GENERAL CHEMISTRY
Quarters: Fall
Provides an introduction to the fundamentals of inorganic chemistry, including metric system, atomic structure, chemical reactions and gas laws, buffers, solution chemistry, and acids and bases. Lab required. Prerequisites: MATH 65 or suitable placement score.

CHEM 122 4 Credits
GENERAL CHEMISTRY
Quarters: Winter
Covers the radiation and environmental issues. Introduces organic nomenclature, functional groups and reactions. Prerequisites: CHEM 121 or 104.

CHEM 123 4 Credits
GENERAL CHEMISTRY
Quarters: Spring
Covers the basics of organic and biochemistry. Lab required. Prerequisites: CHEM 122

CHEM 221 5 Credits
COLLEGE CHEMISTRY
Quarters: Fall
Studies measurement, chemical reactions, stoichiometry, thermo chemistry, atomic structure, chemical bonding and gas laws. Lab required. Prerequisites: MATH 95 or suitable placement score. Previous chemistry experience strongly recommended.

CHEM 222 5 Credits
COLLEGE CHEMISTRY
Quarters: Winter
Includes molecular bonding, solution chemistry, chemical reactions, oxidation reduction, chemical equilibrium and acid base equilibrium. Lab required. Prerequisites: CHEM 221.

CHEM 223 5 Credits
COLLEGE CHEMISTRY
Quarters: Spring
Includes thermodynamics, electrochemistry, nuclear chemistry, metals, nonmetals and transition elements and brief survey of organic and biochemistry. Lab required. Prerequisites: CHEM 222.

CHEM 227 5 Credits
ORGANIC CHEMISTRY
Quarters: Fall
Presents alkanes, alkenes, stereochemistry, role of solvents and organic reactions. Lab required. Prerequisites: CHEM 223.

CHEM 228 5 Credits
ORGANIC CHEMISTRY
Quarters: Winter
Examines alkynes, aromaticity, aromatic substitution, spectroscopy, NMR, CMR, IR, aldehydes and ketones and carboxylic acids. Lab required. Prerequisites: CHEM 227

CHEM 229 5 Credits
ORGANIC CHEMISTRY
Quarters: Spring
Includes amines, phenols, molecular orbital theory, carbohydrates, lipids, proteins and nucleic acids. Lab required. Prerequisites: CHEM 228

Computer Information Systems

CIS 133 CP (P/T) 4 Credits
C/C++ PROGRAMMING
Quarters: Offered as needed
C++ programming language and its subset, the C programming language. Program structure, blocks, storage types, console and file I/O, functions, arrays, strings, pointers, call-by-reference, call-by-value, and dynamic memory allocation and difference between C++ and C. Introduction to the concept of classes. Prerequisites: CIS 140.

CIS 133 JA (P/T) 4 Credits
INTRO TO JAVA PROGRAMMING
Quarters: Offered as needed
Java language and concepts of object oriented programming to solve business problems. Create classes, objects, and applications using JAVA. Prerequisites: CIS 140.

CIS 133 VB (P/T) 4 Credits
INTRO TO VISUAL BASIC.NET
Quarters: Offered as needed
Software design and development in an event-driven Windows user interface using Visual Basic. Includes BASIC syntax, data structures, user interface, modular design techniques, and file handling. Prerequisites: CS 140.

CIS 240 U (P/T) 4 Credits
UNIX.LINUX SERVER OPERATIONS

Quarters: Offered as needed

Introduces CDE, GNOME, and KDE graphical user interfaces with overview of the Sun Solaris and Linux versions of the UNIX operating system. Discusses fundamental command-line features of UNIX including file system navigation, changing file permissions, the vi and emacs text editors, Korn and Bash shell features, and basic network use. Prerequisites: CIS 240.

CIS 240 W (P/T) 4 Credits
WINDOWS SERVER OPERATIONS

Quarters: Fall

Provides knowledge and skills required to manage accounts and resources, maintain server resources, monitor server performance, and safeguard data in a Microsoft Windows Server 2003 environment. Prerequisites: CIS 240.

CIS 241 W (P/T) 4 Credits
WINDOWS SERVER OPERATING ADMIN

Quarters: Spring

Microsoft Windows Server 2008, Server Administration (Exam 70-646) prepares students to administer networks using the Microsoft Windows Server 2008 operating system and to pass the MCITP 70-646 certification exam. Focusing on updates to the software and in-depth coverage of the administration aspects of Windows Server 2008, this course includes topics such as installing, configuring, managing and troubleshooting. In addition, the book includes fundamental coverage of topics from other MCTS certifications. Prerequisites: CIS 240

CIS 101 (P/T) 4 Credits
COMPUTER NETWORKING 1

Quarters: Winter

First of four networking courses. Fundamentals of networking. Design, build, and support a home or small business network.

CIS 102 (P/T) 4 Credits
COMPUTER NETWORKING 2

Quarters: Spring

Design, configure, implement, and troubleshoot network infrastructure. Prerequisites: CIS 101, or instructor approval.

CIS 103 (P/T) 4 Credits
NETWORKING 3

Quarters: Fall

Provide an introduction to advanced routing and switching in an enterprise network. Configure and implement a local area network. Perform LAN, WAN and VLAN design and trouble shooting. Familiarize students with the equipment applications and protocols installed in an enterprise network with a focus on switched networks, IP Telephony requirements and security. Prerequisites: CIS 102.

CIS 104 (P/T) 4 Credits
COMPUTER NETWORKING 4

Quarters: Winter

Designing and Supporting Computer Networks. Analyze client needs to design and support effective computer networks. Prerequisites: CIS 103 or instructor approval..

CIS 110 (P/T) 3 Credits
INFORMATION TECHNOLOGY ESSENTIALS I

Quarters: Fall, Spring

Fundamentals and advanced concepts of computer hardware and software. Assembly and installation of computer components and operating systems. Troubleshooting with system tools and diagnostic software. Includes laptops, portable devices.

CIS 111 (P/T) 3 Credits
INFORMATION TECHNOLOGY ESSENTIALS 2

Quarters: Winter

Install network operating systems, and troubleshoot using system tools and diagnostic software. Connect to the internet and share resources in a network environment. Prerequisites: CIS 110

CIS 120 (P/T) 4 Credits
INTRO TO COMPUTER INFO SYSTEMS

Quarters: Offered as needed

Overview of the computing field, possible career paths, and typical applications. Covers key terminology and components of computer hardware, software, and operating systems. Other topics include computer concepts, hardware, software, database, data communications, networks, the internet, systems analysis and design, and computer applications.

CIS 225 (P/T) 4 Credits
END USER SUPPORT

Quarters: Spring

Effective communication with end users. Training and support functions within Information Systems. Offers an in-depth study of all the functions and features of installing, configuring, and maintaining Windows 7. The class provides detailed activities that let you experience firsthand the processes involved in Windows 7 configuration and management.

CIS 240 (P/T) 4 Credits
WINDOW SERVER II

Quarters: Winter

Windows Server Network Infrastructure prepares students to configure networks using the Microsoft Windows Server 2008 operating system and to pass the MCTS 70-642 certification exam. Focusing on updates to the software and in-depth coverage of the network aspects of Windows Server 2008, this course includes topics such as networking in a Windows environment; configuring DHCP; implementing DNS; and securing a Windows Server 2008 network.

CIS 244 (P/T) 4 Credits
PROJECT MANAGEMENT:ANALYSIS AND DESIG

Quarters: Summer, Spring

Computer systems development process, covering aspects of project initiation, analysis, and design. Includes introduction to project management techniques in business environments. Prerequisites: BA 204, WR 101, CIS 120

CIS 280 3 Credits
COMPUTER INFO SYSTEM COOP WK EXP

Quarters: Summer, Fall, Winter, Spring

Provides an opportunity to acquire actual work experience in the CIS field. An on-site supervisor will guide and evaluate student. Instructor approval of work setting and placement is required. For each credit earned, the student will need to document 36 hours at the work site. Prerequisites: CIS 120.

CIS 284 (P/T) 4 Credits
NETWORK SECURITY

Quarters: Spring

Introduction to proven techniques for protecting information systems from intruders, while allowing the required access to authorized users. Prerequisites: CIS 240.

Computer Networking

NTWK 101 (P/T) 4 Credits
COMPUTER NETWORKING I

Quarters: Offered as needed

Provides experience in current and emerging network technology, including networking, network terminology and protocols, network standards, LANs, WANs, OSI models, cabling, routers, router programming, star topology, IP addressing, and network standards. Prerequisites: BA 131, or CS 120 or 160, or instructor approval.

NTWK 102 (P/T) 4 Credits
COMPUTER NETWORKING II

Quarters: Offered as needed

Provides experience in current and emerging technology including networking, network terminology and protocols, network standards, LANs, OSI models, Ethernet, Access Control Lists (ACL), TCP/IP addressing protocol, and dynamic routing. Prerequisites: NTWK 101.

NTWK 103 (P/T) 4 Credits
COMPUTER NETWORKING III

Quarters: Offered as needed

Introduces and extends knowledge and practical experience with switches, Local Area Networks (LANs) and Virtual Local Area Networks (VLANs) design, configuration, maintenance, and configuring LANs and WANs. PREREQUISITE: NTWK 102

NTWK 104 (P/T) 4 Credits
COMPUTER NETWORKING IV

Quarters: Offered as needed

Introduces and extends knowledge and practical experience with Wide Area Networks (WANs), Integrated Services Data Networks (ISDN), Point-to-Point Protocols (PPP), Frame Relay design, configuration and maintenance. Prerequisites: NTWK 103.

Computer Science

CS 125 A 4 Credits
DATABASE APPLICATIONS

Quarters: Fall, Winter, Spring

Introduces microcomputer database systems, including their application, design, and construction. Begins with basic tables, forms, queries, reports, and relational database concepts, and progresses to more advanced concepts and skills, including creating operating modules, macros and advanced forms and reports. Prerequisites: BA 131, or CS 120 or 160, or instructor approval.

CS 125 SS 4 Credits
SPREADSHEET APPLICATIONS

Quarters: Summer, Fall, Winter, Spring

Presents the features in Microsoft Excel needed to efficiently produce spreadsheets and supporting documents. Provides the skills necessary for MOS certification. Prepares students to create, edit, and format spreadsheets, create formulas, use certain functions, create charts, do business related analysis, work with data lists, create and edit macros, create pivot tables and charts, and display worksheets on the web. Prerequisites: BA 131, or CS 120 or 160, or instructor approval.

CS 133 CP 4 Credits
COMPUTER PROGRAMMING: C++

Quarters: Offered as needed

Introduces computer programming using the C++ languages, including the structure of the language; manipulation of data, arrays and objects; and how to handle input and output functions. Uses well structured program designs and object oriented programming. Prerequisites: BA 131, or CS 120 or 160, or instructor approval.

CS 133 JA 4 Credits
INTRO TO JAVA PROGRAMMING

Quarters: Offered as needed

Introduces Java language and concepts of object oriented programming. Prerequisites: BA 131, or CS 120 or 160, or instructor approval.

CS 133 VB 4 Credits
INTRO TO VISUAL BASIC PROGRAMMING

Quarters: Offered as needed

Explores software design and development in an event-driven windowing user-interface environment using Visual Basic. Includes BASIC syntax, data structures, user interface, modular design techniques, file handling. Prerequisites: BA 131, or CS 120 or 160, or instructor approval.

CS 140 L 4 Credits
OP. ENVIRONMENTS: LINUX

Quarters: Offered as needed

Introduces installing and using the Linux operating system on PC-compatible computers. Covers installing Linux on a dedicated computer, in a Unix partition of a non-dedicated computer, and a MS-DOS partition of a non-dedicated computer. Includes basic Linux/Unix console commands, X-Windows, and some Linux/Unix application programs. Prerequisites: BA 131, or CS 120 or 160, or instructor approval.

CS 140 W 4 Credits
INTRO TO MICROSOFT OPERATING SYSTEM

Quarters: Fall

Survey of features available with Microsoft's latest desktop operating systems.

CS 233 CP 4 Credits
ADV COMPUTER PROGRAMMING: C++

Quarters: Offered as needed

Explores advanced computer programming using the C++ language, including functions, operator overload, arrays, inheritance, polymorphism, derived classes, special classes and functions, and exceptions and error handling. Prerequisites: CS 133 CP.

CS 240 L 4 Credits
ADV OP: LINUX SYSTEM ADMINISTRATOR

Quarters: Offered as needed

Introduces Linux System administration, including how to install, expand, configure, manage, and network Linux systems. Prerequisites: CS 140L, or equivalent.

CS 260 B 3 Credits
DATA STRUCTURES II

Quarters: Offered as needed

Continues the analysis of algorithms is used in many computer applications written in high level programming language, including algorithms for sorting, searching, graphs, dynamic programming, and more. Prerequisites: CS 260.

CS 295 A (P/T) 3 Credits
WEB DESIGN II

Quarters: Offered as needed

Presents the techniques and methods that lead the developer from the conception through the design, development, installation and support of a business Web site. Provides application of these techniques and methods through hands-on lab experiences using appropriate software. Prerequisites: CS 195.

CS 295 B (P/T) 3 Credits
WEB DYNAMICS

Quarters: Offered as needed

Presents the fundamentals of creating dynamic interactive web pages. Provides hands-on experience creating dynamic text and images, positioning and data binding. Uses scripting to enhance the functionality of Web pages. Prerequisites: CS 295A

CS 120 4 Credits
COMPUTER CONCEPTS
Quarters: Summer, Fall, Winter, Spring
Introduces computer concepts covering computer systems, software and hardware, networking, and databases. Students will complete assignments in Microsoft Office Professional computer applications, including Word, Excel, Access, Publisher and Powerpoint. Emphasizes basic understanding and competency in different applications and concepts.

CS 160 4 Credits
ORIENTATION TO PROGRAMMING
Quarters: Fall, Spring
Explores the field of computer science, providing an overview of machine architecture, software development and engineering, data organization, problem-solving strategies, ethics, and theory of computation. Explores career options and develops rudimentary software development skills using (OOP) Object Oriented. Prerequisites: MATH 60 or suitable placement score.

CS 161 4 Credits
COMPUTER SCIENCE I
Quarters: Fall, Winter
Introduces structured methods, including program design concepts, algorithm development, use of pseudo code in designing algorithms, elementary data types, and write code using an (OOP) Object Oriented Programming language. Prerequisites: CS 160.

CS 162 4 Credits
COMPUTER SCIENCE II
Quarters: Spring
Continues the study of computer science, including linear data structures, file access, recursion, and object oriented programming. Prerequisites: CS 161.

CS 195 3 Credits
WEB DESIGN
Quarters: Summer, Winter, Spring
Presents the fundamental concepts and techniques used for the design, development, and implementation of web pages using (HTML) Hyper Text Markup Language and (CSS) Cascading Style Sheets.

CS 244 (P/T) 4 Credits
SYSTEM ANALYSIS AND DESIGN
Quarters: Offered as needed
Focuses on development of a precise set of procedures in a complete information system, including systems planning and analysis, design and implementation, and operation and support. Provides hands-on experience. Prerequisites: BA 131, or CS 120 or 160, or instructor approval.

CS 248 3 Credits
UNIX PROGRAMMING
Quarters: Offered as needed
Covers the essentials of Unix tool programming with the use of high-level programming languages, utilities, and tool kits, including Unix shells and essential utilities and network security issues, and high-level networking and protocol basics. Provides students with an opportunity to team the tools and programming languages that will help them make the best use of Unix. Prerequisites: BA 131, or CS 120 or 160, or instructor approval.

CS 253 (P/T) 3 Credits
WEB SERVER
Quarters: Offered as needed
Provides network administrators and webmasters a sound knowledge base for administering and managing web servers. Prerequisites: BA 131, or CS 120 or 160, or instructor approval.

CS 260 4 Credits
DATA STRUCTURES I
Quarters: Offered as needed
Analyzes algorithms used in many computer applications written in a high level programming language., including algorithms for sorting, searching, graphs, dynamic programming, and written in a high level programming language. Prerequisites: BA 131, or CS 120 or 160, or instructor approval.

CS 275 4 Credits
INTRODUCTION TO DATABASES
Quarters: Offered as needed
Design and implementation of relational databases, including data modeling with ER or UML diagrams, relational schema, SQL queries, relational algebra, user interfaces, and administration.

CS 281 4 Credits
INTRO TO ROBOTS
Quarters: Offered as needed
Introduces the field of robotics and explores the problems of programming robots. Prerequisites: BA 131, or CS 120 or 160, or instructor approval.

Criminal Justice

CJ 100 3 Credits
INTRO TO CRIMINAL JUSTICE
Quarters: Fall, Spring
Introduces the philosophy, history, objectives and functions of the American criminal justice system. Focuses on crime in America and policing.

CJ 111 3 Credits
CONCEPTS OF ENFORCEMENT SERVICES
Quarters: Fall
Studies the concepts, theories, and principles of police operation and behavior in an era of changing community attitudes, special interest groups, and minority relations.

CJ 112 (P/T) 3 Credits
PATROL PROCEDURES
Quarters: Winter
Describes the nature and purpose of patrol activities for law enforcement officers. Includes routine and emergency procedures and types of controls.

CJ 113 (P/T) 3 Credits
ACCIDENT INVESTIGATION/TRAFFIC LAWS
Quarters: Spring
Studies the principles and procedures used to investigate and report traffic accidents. Includes basic traffic laws.

CJ 120 3 Credits
INTRO TO JUDICIAL PROCESS
Quarters: Fall
Studies the basic processes in the criminal justice system, covering the steps in a criminal prosecution from the decision to prosecute through sentencing.

CJ 130 3 Credits
INTRO TO CORRECTIONS
Quarters: Fall, Winter
Surveys the history and evolution of corrections, law and legal processes, and the correctional process.

CJ 132 3 Credits
INTRO TO PAROLE AND PROBATION
Quarters: Fall
Introduces the use of parole and probation as a means of controlling criminal offenders within the community. Includes the philosophy, historical development and contemporary functioning of parole and probation agencies and officers.

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Course Descriptions

CJ 140 3 Credits
U.S. CRIMINAL JUSTICE SYSTEM
Quarters: Winter

Emphasizes the adjunction and correctional aspects of the criminal justice system. Prerequisites: CJ 100.

CJ 200 (P/T) 3 Credits
COMMUNITY RELATIONS
Quarters: Winter

Examines how the relationship between the community and the criminal justice system is clarified and enhanced. Investigates how community misunderstandings, lack of cooperation, and mistrust may paradoxically be generated by the system's efforts to make the community a safer place.

CJ 201 3 Credits
INTRO TO JUVENILE JUSTICE SYSTEM
Quarters: Winter, Spring

Presents the concept of delinquency, the history and development of the juvenile justice system, theories of delinquency, environmental influences on delinquency, and controlling juvenile offenders.

CJ 202 (P/T) 3 Credits
VIOLENCE AND AGGRESSION
Quarters: Winter

Explores the causes and extent of violence in society and the family, and examines preventative measures available to reduce violence in society.

CJ 203 (P/T) 3 Credits
CRISIS INTERVENTION
Quarters: Summer, Winter, Spring

Presents techniques and approaches to crisis intervention for entry level criminal justice professionals. Covers initial intervention, defusing and assessment, resolution and/or referral, with emphasis on safety. Includes personal effectiveness, recognition of threat levels, voluntary compliance, verbal and non-verbal communication, active listening, and mediation.

CJ 205 (P/T) 3 Credits
VICTIMS OF CRIME
Quarters: Spring

Examines the role of victims of crime in the justice system and their treatment by different criminal justice agencies, national and state data on victimization by types of crime, psychology trauma suffered by victims of violent crimes and paths to recovery, programs available to victims, and victim-related legislation.

CJ 209 3 Credits
INTRO TO CAREERS IN CRIM JUSTICE
Quarters: Fall

Surveys careers in law, law enforcement, courts, and corrections. Includes facility visitation and contact with persons working in the criminal justice system.

CJ 210 (P/T) 3 Credits
CRIMINAL INVESTIGATION I
Quarters: Fall, Winter

Introduces the fundamentals, theory, and history of criminal investigation in the justice system. Describes crime scene-to-courtroom aspects with emphasis on techniques to specific crimes. Co-requisite: CJ 216

CJ 211 (P/T) 3 Credits
CRIMINAL INVESTIGATIONS II
Quarters: Winter

Continues the study and application of investigative techniques for various offenses. Includes collection and preservation of physical evidence, scientific aids, modus operandi, sources of information, interview and interrogation, follow up and case preparation. Prerequisites: CJ 210. Co-requisite: CJ 226.

CJ 212 (P/T) 3 Credits
CRIMINAL INVESTIGATIONS III
Quarters: Spring

Continues the study and application of investigative techniques for various crimes. Stresses scientific method, thoroughness and presentation of evidence. Explores follow up case preparation, including familiarization with the state crime lab facilities and its assistance to law enforcement agencies. Prerequisites: CJ 211. Co-requisite: CJ 236.

CJ 216 (P/T) 1 Credit
CRIME SCENE TECHNICIAN I
Quarters: Fall

Presents techniques of locating, collecting, and identifying physical evidence. Includes the use of fingerprinting, casts and molds, photography, and sketching. Uses basic laboratory aids and scientific equipment in the evidence process. Co-requisite CJ 210

CJ 220 3 Credits
CRIMINAL LAW
Quarters: Winter

Examines the basic concepts of criminal law through studying the essential elements of a crime, the defenses to criminal conduct, and the justifications for criminal laws and punishment. Familiarizes the student with the various crimes against persons and property.

CJ 222 3 Credits
PROCEDURAL LAW
Quarters: Spring

Examines the United States Constitution and Bill of Rights and their impact upon law enforcement, with emphasis on search warrants, interviews, arrest and booking, search and seizure issues, 5th Amendment rights, right to counsel, evidentiary issues and the criminal trial.

CJ 223 3 Credits
RULES OF EVIDENCE
Quarters: Spring

Reviews basic concepts of the requirements for admissibility of evidence, the various burdens of proof, how evidence is used at trial, relevance, competency, privileges, opinion and expert testimony, the hearsay rule and its exceptions, and an introductory review of evidence obtained in violation of the Constitution.

CJ 225 3 Credits
CORRECTIONS LAW
Quarters: Winter

Explores several historical and current cases involving inmate crimes and malpractice with inmates. Examines prisoner's rights, correctional staffs' rights, and emerging trends resulting from recent court cases.

CJ 226 (P/T) 1 Credit
CRIME SCENE TECHNICIAN II
Quarters: Winter

Presents techniques of locating, collecting, and identifying physical evidence. Includes the use of fingerprinting, casts and molds, photography and sketching. Uses basic laboratory aids and scientific equipment in the evidence process. Co-requisite: CJ 211.

CJ 232 (P/T) 3 Credits
CORRECTIONS CASEWORK
Quarters: Fall, Winter

Studies the basic concepts of interviewing and counseling techniques used by correctional officers in one-to-one contacts with clients. Builds rudimentary skills through role-playing and demonstration in preparation for practice in the field and to foster an appreciation for further training. Prerequisites: CJ 132

CJ 236 (P/T) 1 Credit
CRIME SCENE TECHNICIAN III
Quarters: Spring
Presents techniques of locating, collecting and identifying physical evidence. Includes the use of fingerprinting, casts and molds, photography and sketching. Uses basic laboratory aids and scientific equipment in the evidence process. Co-requisite: CJ 212.

Crop Science

CSS 200 4 Credits
PRINCIPLES OF CROP SCIENCE
Quarters: Spring
Studies the origin and adaptability of crops important in world food production. Emphasizes production and management of food and forage crops important to US Agriculture. Includes field trips to area farms, experiment stations and marketing facilities to augment classroom instruction. Lab required.

CSS 205 3 Credits
GENERAL SOILS
Quarters: Fall, Spring
Studies basic soil science, including genesis and morphology of soils, and their physical and chemical properties. Covers soil-water relationships, diagnosis, classification, management, essential nutrients, erosion, and soil as a medium for plant growth. Students use soil survey reports. Lab required.

CSS 210 3 Credits
FORAGE PRODUCTION
Quarters: Winter
Identifies the annual feed requirements for a livestock operation and the selection and management of feed and forage crops to meet these needs. Studies grazing and harvest systems and alternatives, and plant growth characteristics in the development of practical farm and ranch programs. Lab required.

CSS 215 3 Credits
SOIL NUTRIENTS AND FERTILIZER
Quarters: Winter, Spring
Addresses the 9 macronutrients and 6 micronutrients essential for plant growth. Instructs students in fertilizer selection as well interpreting soil sample analysis in making fertilizer recommendations. Prerequisites: CSS 205

CSS 217 (P/T) 1 Credit
PESTICIDE SAFETY AND USE
Quarters: Winter
Presents federal and state pesticide laws and regulations, and the practices necessary for safe, effective handling and distribution of pesticides. Prepares for the "Laws and Safety Examination" for those wanting either a public or commercial license; and the "Private Applicator Examination" administered by the Oregon/Idaho State Department of Agriculture.

CSS 240 (P/T) 3 Credits
INTRO TO NOXIOUS WEEDS
Quarters: Spring
Presents elements needed for a basic understanding of the life cycles, spread, and destructive nature of noxious weeds, including how to distinguish a noxious weed from a weed and identification of the more common noxious weeds found in the Pacific Northwest. This course also serves to address management of noxious weeds through biological controls, chemical applications, and mechanical removal. Lab required.

Drafting

DRFT 112 (P/T) 3 Credits
GENERAL DRAFTING AND SKETCHING FOR
Quarters: Summer, Fall, Winter, Spring
An introduction course to basic drafting, welding symbols, and print reading. Emphasis will be placed on the use of standard layout procedures, multi-view projection, and hands-on.

DRFT 131 (P/T) 2 Credits
GIS TERRAIN MAPPING AND ANALYSIS
Quarters: Offered as needed
Covers digital elevation models (DEM) and triangular irregular networks (TIN) for incorporating terrain mapping and analysis into a variety of applications. Prerequisites: GEOG 265.

DRFT 132 (P/T) 2 Credits
GIS NETWORK MODELING
Quarters: Offered as needed
Covers path analysis and network applications dealing with movement and linear features for vector-based and topologically connected, shortest path analysis applications (in-car navigation). Compares path analysis with raster and vector data for GIS applications, finding a "virtual" least-cost path. Prerequisites: GEOG 265.

DRFT 133 (P/T) 2 Credits
GIS SPATIAL ANALYST
Quarters: Offered as needed
Covers vector data analysis, buffering and applications, and overlay applications, and examines spatial statistics for pattern analysis. Presents four common types of raster data analysis for local, neighborhood, and zonal operations, and physical distance measurements. Prerequisites: GEOG 265.

DRFT 134 (P/T) 2 Credits
MAP PROJECTIONS AND COORDINATE SYSTEM
Quarters: Offered as needed
Covers basic principles of GIS map coordinate systems. Bridges the two systems of x and y planes with longitude and latitude values transforming the Earth's surface into a plane which can be used for projecting a coordinate system. Prerequisites: GEOG 265.

DRFT 135 (P/T) 2 Credits
INTRO TO VISUAL BASIC
Quarters: Offered as needed
Covers writing VB scripts and creating custom applications. Utilizes object oriented programming and creates simple VB scripts to customize the GIS interface, edit tables and text files, manipulate views and themes, and create dialogs and extensions. Prerequisites: GEOG 265.

DRFT 136 (P/T) 3 Credits
GIS APPLICATIONS
Quarters: Offered as needed
Covers the applications for integration of GIS with GPS and wireless technologies for location based services, in-car navigation, and interactive-mapping websites. Prerequisites: GEOG 265.

DRFT 162 (P/T) 3 Credits
BLUEPRINT READING PIPE L/O
Quarters: Offered as needed
Provides the basic knowledge to create process pipe drawing. Introduces the fundamental concepts and techniques used with the process piping industry.

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Course Descriptions

DRFT 167 (P/T) 4 Credits
COMPUTER AIDED DRAFTING I
Quarters: Fall, Winter

Introduces Windows basics, and the Auto CAD program, including 2D drawing, editing, display commands and functions, layer management, and line types and colors. Covers multi and auxiliary view layout and prototype drawing creation. Applies the AutoCAD program to mechanical, schematic, and architectural drawings. Recommended Prerequisites: DRFT 112.

DRFT 168 (P/T) 4 Credits
COMPUTER AIDED DRAFTING II
Quarters: Offered as needed

Presents intermediate and advanced dimensioning and tolerancing operations. Includes creating and editing multi-line and spline objects, producing full-scale drawing output on a plotting device, and drawing section views and graphic patterns. Prerequisites: DRFT 167.

DRFT 169 (P/T) 4 Credits
COMPUTER AIDED DRAFTING III
Quarters: Offered as needed

Offers advanced drafting techniques used to create a symbol library, create and edit blocks and attributes, describe and use external references, create viewports in paper space and model space. and create simple isometric and 3D drawings. Prerequisites: DRFT 168.

DRFT 216 (P/T) 5 Credits
MECHANICAL DRAFTING
Quarters: Offered as needed

Instructs how to draw all of the necessary detail and assembly drawings required to describe an industrial product. Emphasizes the use of Machinery's Handbook, ANSI standards, other general references, and vendor information. Prerequisites: DRFT 168, or instructor approval.

DRFT 241 (P/T) 5 Credits
ARCHITECTURAL DRAFTING
Quarters: Offered as needed

Teaches architectural drafting techniques by preparing a set of detail plans for a house. Includes footings, wall sections, landscaping and symbols used. Consists of definition of terms, standard structural shapes, use of conventional symbols, billing of materials, design and detail of standard, standard practices of detailing structural steel. Covers the standard practices used for detailing of reinforced concrete structures. Prerequisites: DRFT 168, or instructor approval.

DRFT 261 (P/T) 5 Credits
CIVIL DRAFTING
Quarters: Offered as needed

Introduces the principles of fundamental drafting practices in the civil engineering field. Includes planning subdivisions, map platting as related to subdivisions using field survey data and existing maps. Uses survey data and written legal descriptions to produce site maps. Covers road stationing and profiles drafting procedures. Prerequisites: DRFT 168, or instructor approval.

Economics

ECON 201 3 Credits
PRINCIPLES OF ECONOMICS: MICRO
Quarters: Summer, Fall

Introduces economics and the economy. Addresses the nature and methods of economics, the economizing problem, practical understanding of individual markets, demand and supply, and private and public economic systems. Uses practical, everyday real life, individual decisions about unlimited demands vs scarce resources.

ECON 202 3 Credits
PRINCIPLES OF ECONOMICS: MACRO
Quarters: Winter

Introduces macro (group) economics from the student perspective as both a consumer and a producer living in a society of laws and regulations. Studies the political and economic environments through the lens of national income, employment, and fiscal policy; money, banking, and monetary policy; long-run perspectives of aggregate supply/demand; economic growth; and macroeconomic debates.

ECON 203 3 Credits
PRINCIPLES OF ECONOMICS: ISSUES
Quarters: Spring

Introduces economic issues and applications from the student perspective as both a consumer and a producer living in an economic environment where they are both a seller of their labor and other resources, and a buyer of goods and services. Studies the political and economic environment through specific issues, including labor, agriculture, wages, health care, education industry, international trade, exchange rates, and the economics of developing countries.

Education

EDUC 106 (P/T) 3 Credits
CHILD DEVELOPMENT II
Quarters: Summer, Winter

Studies child growth and development from prenatal to toddlerhood. Covers issues such as attachment and separation, sensorimotor learning, infant communication, major theories, and appropriate behavioral expectations.

EDUC 140 (P/T) 3 Credits
INTRO EARLY CHILDHOOD EDUCATION
Quarters: Summer, Fall, Spring

Introduces the field of early childhood education, including history, trends of early childhood, state and federal regulations, community resources, social services, and career opportunities.

EDUC 141 (P/T) 3 Credits
CHILD DEVELOPMENT I
Quarters: Summer, Fall

Introduces child development, including theories of growth and development during 0-8 years. Studies children's behaviors from a developmental perspective and implications for care giving of infants, toddlers, and preschoolers. Covers special needs of 0-8 year olds.

EDUC 143 (P/T) 3 Credits
CHILDHOOD DEVELOPMENT III
Quarters: Spring

Studies physical, social, emotional, language development, and cognitive areas of growth and development for children ages 2 1/2 to adolescence.

EDUC 145 (P/T) 3 Credits
GUIDANCE I-EARLY CHILDHOOD ED
Quarters: Fall, Winter

Familiarize students with the principles of positive guidance for young children.

EDUC 149 (P/T) 3 Credits
INFANT/TODDLER CAREGIVING
Quarters: Fall, Winter, Spring

Presents caregiving techniques for infants and toddlers with special emphasis on group care practices for this age. Studies routines, such as nutrition, feeding, diapering, sleep, and nurturing. Reviews roles of parents, nannies, family daycare provider, and center caregiver provider.

EDUC 150 (P/T) 3 Credits
CURRICULUM I-EARLY CHILDHOOD ED
Quarters: Summer, Fall, Winter
Introduces appropriate curriculum for young children. Focuses on creative play curriculum and the whole child approach.

EDUC 154 (P/T) 3 Credits
LITERATURE AND LITERACY FOR ECE
Quarters: Summer, Spring
Studies how emergent literacy and literature develop in young children, including strategies for working with families of diverse learning styles, in order to promote and support literacy in the home.

EDUC 157 (P/T) 3 Credits
MATH DEVELOPMENT FOR ECE
Quarters: Summer, Winter, Spring
Studies developmentally appropriate practices for readiness in math skills. Focuses on color and shape, number recognition, attribution, sorting, organizing, simple problem solving, calendar events, counting, time, and patterns. Uses manipulatives as the major strategy.

EDUC 158 (P/T) 3 Credits
BILINGUAL LANGUAGE DEVELOPMENT
Quarters: Fall, Winter, Spring
Applies theories in first and second language acquisition. Studies cognitive, affective, and social variables influencing language acquisition.

EDUC 200 4 Credits
INTRO TO EDUCATION
Quarters: Summer, Fall, Winter, Spring
Surveys the American education system, emphasizing organization, professional practice, technology, governance, law, demographics, effective teaching, philosophies of education, special needs students, covert/overt curriculum, school financing, classroom responsibilities, and rights of teachers, schools, and students. Includes experiences in school teaching, classroom practices, classroom observations, teacher profiles, and professional portfolios.

EDUC 202 (P/T) 4 Credits
EDUCATIONAL TECHNOLOGY
Quarters: Summer, Fall, Winter, Spring
Emphasizes keeping current with effective use of technology in the K-12 classroom. Includes programs, troubleshooting, imaging devices, software, computer support, distance learning, instructional principles, operating systems, evaluations, and human issues in technology learning.

EDUC 210 1 Credit
THEORY AND PRACTICUM
Quarters: Summer, Fall, Winter, Spring
Provides school experience working with classroom teacher and students in areas of reading, outdoor activities, mathematics, language acquisition, learning theories, and use of technology in the classroom. Prerequisites: Instructor approval.

EDUC 213 (P/T) 3 Credits
SCHOOL LAW
Quarters: Fall, Winter, Spring
Studies laws relevant to classroom processes, rights and responsibilities of teachers, schools, students, and families.

EDUC 230 (P/T) 3 Credits
INTRO TO CHILD ABUSE AND NEGLECT
Quarters: Summer, Fall, Winter, Spring
Explores the definition, scope, and impact of child abuse and neglect. Assessment of child neglect, risk and protective factors are also studied. Child neglect prevention and intervention also studied.

EDUC 231 (P/T) 3 Credits
CHILDREN OF INCARCERATED PARENTS
Quarters: Summer, Winter
Focuses upon working with children of incarcerated parents and the unique issues confronting those children in the classroom setting.

EDUC 232 (P/T) 3 Credits
THERAPEUTIC INTER:CHILD OF NEGLECT
Quarters: Summer, Fall, Winter, Spring
Focuses upon combining a theoretical foundation with a practical basis for creating therapeutic intervention for early childhood environments by creating a framework for understanding the emotional lives of young children of neglect. Students will learn how to aid children in integrating experience in affective ways, develop adult-child relationships, develop emotionally based curriculum, and address the needs of families of these children.

EDUC 233 (P/T) 3 Credits
CRITICAL FACTORS IN PARENT NEGLECT
Quarters: Summer, Winter
Focuses upon the study of child neglect, neglectful parents, the forces that have damaged parents, and strategies for teachers working with neglectful parents.

EDUC 240 (P/T) 3 Credits
CURRICULUM II- EARLY CHILDHOOD ED
Quarters: Winter, Spring
Provides in-depth experiences for students in understanding and creating developmentally appropriate curriculum for young children. Involves student's use of technology as a means of developing curriculum. Familiarizes the student with technology infusion in early childhood education curriculum.

EDUC 241 (P/T) 3 Credits
CURRICULUM III- EARLY CHILDHOOD ED
Quarters: Summer, Fall, Spring
Emphasizes science, nature, cognition, and large group activities. Includes planning of activities that meet the needs of young children.

EDUC 242 3 Credits
EDUCATIONAL CONCEPTS
Quarters: Summer, Winter, Spring
Reviews effective teaching, history of education, education philosophies, classroom covert/overt curriculum, school financing, special needs students, classroom responsibilities, career pathways, leadership, and school law. Intended for EOU-bound students.

EDUC 245 (P/T) 3 Credits
GUIDANCE II-EARLY CHILDHOOD ED
Quarters: Summer, Spring
Surveys principles and practices of guidance, emphasizing conflict resolution, self-esteem builders, classroom management, educator's self-esteem, and effective communication with young children.

EDUC 246 (P/T) 3 Credits
FAMILY/COMMUNITY RELATIONS-ECE
Quarters: Winter
Emphasizes building and maintaining positive relationships among school, family, and community, including the use of conferences, meetings, and other resources as effective methods for fostering cooperation and parent involvement.

EDUC 247 (P/T) 3 Credits
CLASSROOM MANAGEMENT
Quarters: Summer, Fall, Winter, Spring
Focuses on techniques for program organization in early childhood classrooms, such as supervising and evaluating adults, conflict resolution skills, budgeting and supplies, policies and procedures, and other supervisory responsibilities.

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Course Descriptions

EDUC 248 (P/T) 3 Credits
SPECIAL NEEDS AND MAINSTREAMING
Quarters: Fall, Winter, Spring
Examines specific areas of special needs in the early childhood classroom and the approaches to mainstreaming those students.

EDUC 250 (P/T) 4 Credits
EXCEPTIONALITY IN THE SCHOOLS
Quarters: Summer, Fall, Winter, Spring
Surveys the student's ability and disability in the schools, including characteristics of students with disabilities, legal requirements for educating students with disabilities, and basic educational strategies.

EDUC 258 (P/T) 3 Credits
ETHNIC STUDIES FOR ECE EDUCATORS
Quarters: Summer, Fall, Spring
Studies strategies for assisting classroom teachers in implementing appropriate programs for addressing cultural diversity within the classroom.

Emergency Medical

EMT 090 4 (P/T) 0 Credit
EMT INTERMEDIATE I
Quarters: Offered as needed
Covers theory and practice of procedural responsibilities related to the EMT-Intermediate. Incorporates discussion, demonstration and practical application of roles and responsibilities, patient assessment, oxygenation, ventilation, airway adjuncts, shock, intravenous therapy, intraosseous therapy, basic ECG monitoring, defibrillation, pharmacology, and EMT-Intermediate protocols. Includes 76 hours didactic training and 44 hours clinical training. Presented over two terms. Prerequisites: Oregon certified EMT- Basic.

EMT 090 5 (P/T) 0 Credit
EMT INTERMEDIATE II
Quarters: Offered as needed
Covers theory and practice of procedural responsibilities related to the EMT-Intermediate. Incorporates discussion, demonstration and practical application of roles and responsibilities, patient assessment, oxygenation, ventilation, airway adjuncts, shock, intravenous therapy, intraosseous therapy, basic ECG monitoring, defibrillation, pharmacology, and EMT-Intermediate protocols. Includes 76 hours didactic training and 44 hours clinical training. Presented over two terms. Prerequisites: Oregon certified EMT- Basic, EMT 0904.

EMT 151 (P/T) 5 Credits
EMT BASIC I
Quarters: Fall, Winter
Begins EMT-Basic training. With EMT 152, combines 140 hours didactic- and 8 hours practical training in basic pre-hospital emergency medical care and transportation of the sick and injured. Meets Oregon State Health Division and the Federal Department of Transportation requirements for the EMT-Basic. Presents skills and instruction over two terms and prepares students to take and pass the Oregon State Health division certification examination for EMT Basic. Prerequisites: Specific qualifications apply. See EMT program description in the current TVCC Catalog.

EMT 152 (P/T) 5 Credits
EMT BASIC II
Quarters: Winter, Spring
Continues EMT-Basic training. With EMT 151, combines 140 hours didactic- and 8 hours practical training in basic pre-hospital emergency medical care and transportation of the sick and injured. Meets Oregon State Health Division and the Federal Department of Transportation requirements for the EMT-Basic. Presents skills and instruction over two terms and prepares students to take and pass the Oregon State Health division certification examination for EMT Basic. Prerequisites: Specific qualifications apply. See EMT program description in the current TVCC Catalog.

EMT 169 (P/T) 3 Credits
EMT RESCUE
Quarters: Offered as needed
Presents elementary procedures of rescue practices, systems, components, and control of rescue operations for rough terrain, water rescue, vehicle extrication with patient access and care, and patient packaging. Introduces techniques and tools of patient extrication. Lab included.

EMT 170 (P/T) 3 Credits
EMERGENCY COMM AND PATIENT TRANS
Quarters: Offered as needed
Includes emergency response driving, ORS, OAR, DMV laws, maintenance and safety, route planning, communication systems, radio types, and HEAR system. Prerequisites: valid drivers license.

EMT 175 (P/T) 3 Credits
INTRO EMERGENCY MEDICAL SERVICES
Quarters: Offered as needed
Covers the role and responsibilities of the EMT, emergency medical services systems, medical-legal considerations, major incident response, hazardous materials awareness, and stress management.

English Literature

ENG 104 3 Credits
INTRO TO LITERATURE
Quarters: Offered as needed
Examines the genre of fiction, primarily through the short story. Emphasizes the basic elements of fiction (plot, characters, conflict, theme, etc.) and how these elements are combined successfully or unsuccessfully to create a story. Prerequisites: Pass WR 115 with a "C-" or better, or suitable placement score and pass READ 12, or suitable placement score.

ENG 105 3 Credits
INTRO TO LITERATURE
Quarters: Offered as needed
Explores the genre of drama through an examination of its basic elements and history, including required attendance at a play performance. Prerequisites: Pass WR 115 with a "C-" or better, or suitable placement score and pass READ 12, or suitable placement score.

ENG 106 3 Credits
INTRO TO LITERATURE
Quarters: Offered as needed
Explores the genre of poetry through an examination of its basic elements and styles. Prerequisites: Pass WR 115 with a "C-" or better, or suitable placement score and pass READ 12, or suitable placement score.

ENG 107 3 Credits
INTRO TO WORLD LITERATURE
Quarters: Fall
Explores the development and variety of world literature from the ancient world to the present, focusing from the ancient world to the Renaissance. Prerequisites: Pass WR 115 with a "C-" or better, or suitable placement score and pass READ 12, or suitable placement score.

ENG 108 3 Credits
INTRO TO WORLD LITERATURE
Quarters: Summer, Winter
Explores the development and variety of world literature from the ancient world to the present, focusing on Neoclassicism, Romanticism, and Realism. Prerequisites: Pass WR 115 with a "C-" or better, or suitable placement score and pass READ 12, or suitable placement score.

ENG 109 3 Credits
INTRO TO WORLD LITERATURE
Quarters: Spring
Explores the development and variety of world literature from the ancient world to the present, focusing on the Twentieth Century. Prerequisites: Pass WR 115 with a "C-" or better, or suitable placement score and pass READ 12, or suitable placement score.

ENG 195 3 Credits
FILM STUDIES
Quarters: Winter
Covers the history, techniques, and art of film. Includes in-class film viewing and discussions with an emphasis on how to analyze and evaluate a variety of stylistic approaches. Prerequisites: Pass WR 115 with a "C-" or better, or suitable placement score and pass READ 12, or suitable placement score.

ENG 201 3 Credits
INTRO TO SHAKESPEARE
Quarters: Fall
Covers a cross-section of Shakespeare's major tragedies with attention to his life and times, production techniques, the plays' relevance today, and literary conventions such as structure, theme, and characterization. May include Hamlet, Macbeth, or other selections. Prerequisites: Pass WR 115 with a "C-" or better, or suitable placement score and pass READ 12, or suitable placement score.

ENG 202 3 Credits
INTRO TO SHAKESPEARE
Quarters: Winter
Covers a cross-section of Shakespeare's major comedies with attention to his life and times, production techniques, the plays' relevance today, and literary conventions such as structure, theme, and characterization. May include Much Ado About Nothing, Twelfth Night, or other selections. Prerequisites: Pass WR 115 with a "C-" or better, or suitable placement score and pass READ 12, or suitable placement score.

ENG 203 3 Credits
INTRO TO SHAKESPEARE
Quarters: Spring
Covers a cross-section of Shakespeare's major histories with attention to his life and times, production techniques, the plays' relevance today, and literary conventions such as structure, theme, and characterization. May include Julius Caesar, Henry IV, or other selections, and the critics. Prerequisites: Pass WR 115 with a "C-" or better, or suitable placement score and pass READ 12, or suitable placement score.

ENG 204 3 Credits
ENGLISH LITERATURE
Quarters: Offered as needed
Discusses English literature from the Middle Ages to the Sixteenth Century. Emphasizes the relationship between the work of literature and the author and age. Stresses cultural and historical differences between past ages and ours, and the enduring identities of human experience. Gives special attention to the elements of poetry and prose style. Prerequisites: Pass WR 115 with a "C-" or better, or suitable placement score and pass READ 12, or suitable placement score.

ENG 205 3 Credits
ENGLISH LITERATURE
Quarters: Offered as needed
Discusses English literature from the Seventeenth Century to the Restoration and Eighteenth Century. Emphasizes the relationship between the work of literature and the author and age. Stresses cultural and historical differences between past ages and ours, and the enduring identities of human experience. Gives special attention to the elements of poetry and prose style. Prerequisites: Pass WR 115 with a "C-" or better, or suitable placement score and pass READ 12, or suitable placement score.

ENG 206 3 Credits
ENGLISH LITERATURE
Quarters: Fall
Discusses English literature from the Romantic, Victorian and Twentieth Century. Emphasizes the relationship between the work of literature and the author and age. Stresses cultural and historical differences between past ages and ours, and the enduring identities of human experience. Gives special attention to the elements of poetry and prose style. Prerequisites: Pass WR 115 with a "C-" or better, or suitable placement score and pass READ 12, or suitable placement score.

ENG 253 3 Credits
SURVEY OF AMERICAN LITERATURE
Quarters: Fall
Traces the development of American literature from the age of exploration to the present. Focus: from the age of exploration to the Civil War. Prerequisites: Pass WR 115 with a "C-" or better, or suitable placement score and pass READ 12, or suitable placement score.

ENG 254 3 Credits
SURVEY OF AMERICAN LITERATURE
Quarters: Summer, Winter
Traces the development of American literature from the age of exploration to the present. Focus: from the Civil War to 1910. Prerequisites: Pass WR 115 with a "C-" or better, or suitable placement score and pass READ 12, or suitable placement score.

ENG 255 3 Credits
SURVEY OF AMERICAN LITERATURE
Quarters: Spring
Traces the development of American literature from the age of exploration to the present. Focus: from 1910 to the present. Prerequisites: Pass WR 115 with a "C-" or better, or suitable placement score and pass READ 12, or suitable placement score.

ENG 260 3 Credits
INTRO TO WOMEN WRITERS
Quarters: Spring
Introduces the literature and critical perspectives of women writers, emphasizing British and North American Women writers of the twentieth century. Focuses on developing a critical framework for examining issues related to race, gender, identity, and representation in literary works by women. Prerequisites: Pass WR 115 with a "C-" or better, or suitable placement score and pass READ 12, or suitable placement score.

Ethnic Studies

ETHN 101 3 Credits
ETHNIC STUDIES
Quarters: Fall, Winter
Studies American race and ethnic relations from a modern sociological perspective, including prejudice, stereotyping, discrimination, inclusion, and social justice. Focuses on early European immigration, Anglo domination, Native Americans and Asian Americans in terms of their cultural heritage, history, and current sociological issues. Covers other minority ethnic groups, and the history and current policies of immigration.

ETHN 102 3 Credits
ETHNIC STUDIES
Quarters: Winter, Spring
Studies American race and ethnic relations from a modern sociological perspective, including prejudice, stereotyping, discrimination, inclusion, and social justice. Focuses on African-Americans, Arab and Muslim Americans, and Jewish Americans in terms of their cultural heritage, history, and current sociological issues. Covers other minority ethnic groups, and the history and current policies of immigration.

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ETHN 103 3 Credits
ETHNIC STUDIES

Quarters: Summer, Fall, Spring

Studies American race and ethnic relations from a modern sociological perspective, including prejudice, stereotyping, discrimination, inclusion, and social justice. Focuses on Hispanic Americans, Eastern Europeans, and religious minorities in terms of their cultural heritage, history, and current sociological issues. Covers other minority ethnic groups, and the history and current policies of immigration.

Food and Nutrition

FNUT 225 4 Credits
NUTRITION

Quarters: Summer, Fall, Winter, Spring

Examines the basic principles and practices which comprise the science of nutrition. Studies the effect of food and nutrient intake on the body. Examines retention of nutrients and food substances during processing, the role of digestion and absorption, and components of an adequate diet. Includes scientific research paper on therapeutic nutrition and 5 day Dietary Analysis.

Forestry

FOR 111 3 Credits
INTRODUCTION TO FORESTRY

Quarters: Fall, Spring

This course will serve as a broad overview of the forestry discipline. Topics covered will range from importance of forest, forest recreation, forest management, forest wildlife, forest measurement, and other forest uses. Students will be exposed to current issues in forestry with particular focus on Oregon and the Pacific Northwest. Students will also learn through field trips to local forested regions.

Forestry Wildland and Range

FWR 101 (P/T) 1 Credit
NATURAL RESOURCES SEMINAR

Quarters: Fall

Provides information and self-evaluation in areas of goal setting, educational planning, student activities, electronic student accounts, study skills, and successful navigation of the college system. Emphasizes academic and career plans for students interested in Natural Resources.

French

FREN 101 4 Credits
FIRST YEAR FRENCH I

Quarters: Fall

First year French is based on the Standards for Learning French. Instruction incorporates the major organizing principles for the Standards for Foreign Language Learning: Communication, Cultures, Connections, Comparisons, and Communities. Grammar is taught within the context of real world interaction in the target language (French), including reading, writing, speaking, and listening.

FREN 102 4 Credits
FIRST YEAR FRENCH

Quarters: Winter

First year French is based on the Standards for Learning French. Instruction incorporates the major organizing principles for the Standards for Foreign Language Learning: Communication, Cultures, Connections, Comparisons, and Communities. Grammar is taught within the context of real world interaction in the target language (French), including reading, writing, speaking, and listening. Prerequisites: FREN 101, 2 years of high school French, or instructor approval.

FREN 103 4 Credits
FIRST YEAR FRENCH III

Quarters: Spring

First year French is based on the Standards for Learning French. Instruction incorporates the major organizing principles of the Standards for Foreign Language: Communication, Cultures, Connections, Comparisons, and Communities. Grammar is taught within the context of real world interaction in the target language (French), including reading, writing, speaking, and listening. Prerequisites: FREN 102, or instructor approval.

General Science

GSCI 104 4 Credits
PHYSICAL SCIENCE PHYSICS

Quarters: Summer, Fall, Spring

Surveys the general principles of physics. May include mechanics, electricity, heat, light, and nuclear physics. Intended for non-science majors. Lab required.

GSCI 105 4 Credits
PHYSICAL SCIENCE CHEMISTRY

Quarters: Summer, Fall, Spring

Surveys the fundamentals of inorganic chemistry, including the importance of chemistry in our modern society. Provides practical experience in measurement, density, structure of atom, nuclear chemistry, energy and environmental issues. Intended for non-science majors. Lab required.

GSCI 106 4 Credits
PHYSICAL SCIENCE GEOLOGY

Quarters: Fall, Winter, Spring

Introduces minerals and rocks, and a survey of the principles of geology, erosion, plate tectonics and the structure of the earth. Intended for non-science majors. Lab and/or field trip required.

GSCI 107 4 Credits
PHYSICAL SCIENCE ASTRONOMY

Quarters: Winter, Spring

Includes solar and galactic astronomy, a study of the sun, planets, stars and galaxies, and modern discoveries in the field of astronomy. Intended for non-science majors. Lab required.

GSCI 108 4 Credits
PHYSICAL SCIENCE OCEANOGRAPHY

Quarters: Spring

Introduces the physical, chemical, geological, and biological processes which occur in the oceans. Intended for non-science majors. Lab and/or field trip required.

GSCI 109 4 Credits
PHYSICAL SCIENCE METEOROLOGY

Quarters: Fall, Spring

Introduces the composition and structure of our atmosphere. Provides the factors and concepts that control weather and the production of wind, precipitation, clouds, storms, and climate change. Intended for non-science majors. Lab required.

GSCI 110 4 Credits
PHYSICAL SCIENCE ENERGY
Quarters: Fall, Winter, Spring
Surveys the various energy sources used in our society, including fossil fuels, nuclear power, and renewable energy sources. Addresses environmental and societal issues, energy conservation, transportation, air pollution, and global effects. Intended for non-science majors. Lab required.

GSCI 161 (P/T) 3 Credits
MEDICAL TERMINOLOGY I
Quarters: Summer, Fall, Winter, Spring
Examines the pronunciation, spelling, origin, meaning, and usage of scientific terms employed by health care professionals. Emphasizes human anatomical terminology. Intended for students preparing for careers in the health professions.

GSCI 162 3 Credits
MEDICAL TERMINOLOGY II
Quarters: Fall, Winter, Spring
Presents advanced vocabulary, extending and reinforcing those terms acquired in Medical Terminology I. Prerequisites: GSCI 161 or instructor permission.

Geography

GEOG 101 4 Credits
PHYSICAL GEOGRAPHY
Quarters: Fall, Winter, Spring
Provides an overview of physical geography, including foundations of geography; solar energy, seasons, and the atmosphere; energy and global temperatures; atmospheric and oceanic circulation; and water and weather.

GEOG 105 3 Credits
INTRO TO CULTURAL GEOGRAPHY
Quarters: Spring
Studies the patterns of diversity and unity among the world's cultural groups. Examines the spatial interaction of society and how factors such as climate influence cultures by focusing on analysis of settlement, economics, politics, religion, language and other cultural phenomena. Includes globalization and the effects upon culture.

GEOG 165 (P/T) 4 Credits
INTRO TO GIS APPLICATIONS
Quarters: Fall, Winter
This course is an overview of the various applications of Geographic Information Systems (GIS). It explores cartographic principles and techniques involved in computerized map-making. It provides experience with desktop mapping software including basic interface, views, themes, tables and layouts. Basic functions such as query and editing layers will be previewed. Hands-on computer exercises will provide a practical experience in the use in several disciplines including agriculture, natural resources, city/government planning and transportation. Prerequisites: CS 120. You can be registered in CS 120 in same term as this course.

GEOG 211 (P/T) 3 Credits
CARTOGRAPHY
Quarters: Fall
An introduction to the different types of map projections, map design, and map production. Prerequisites: CS 120, GEOG 265

GEOG 265 (P/T) 4 Credits
GEOGRAPHIC INFO SYSTEMS (GIS) I
Quarters: Winter, Spring
Introduces Geographic Information Systems (GIS) using ArcView desktop mapping software. Emphasizes the management of graphic and textual information within a single system. Uses ArcView's basic tools and object-oriented data structure to create charts, graphs, reports and layouts.

GEOG 267 (P/T) 3 Credits
GEODATABASE MANAGEMENT
Quarters: Winter
This course provides an overview of the structure and capabilities of the geodatabase. Students learn how to create a geodatabase, migrate existing GIS data to a geodatabase, and edit and maintain data stored in a geodatabase. The course covers some advanced geodatabase topics including how to build a geodatabase topology: maintain data integrity using subtypes, attribute domains, and relationship classes: and create a geodatabase schema. In course exercises, students work with file geodatabases, learn how to migrate a personal geodatabase data to a file geodatabase and create various geodatabase components. Prerequisites: CS 120, GEOG 265

GEOG 285 (P/T) 4 Credits
GEOGRAPHIC INFO SYSTEMS (GIS) II
Quarters: Winter, Spring
Continues advanced study of Geographic Information Systems using Arc GIS mapping software. Works with a variety of techniques and software to collect and convert data between various formats, projections, and coordinate systems to produce data in usable forms. Prerequisites: GEOG 265.

GEOG 286 (P/T) 3 Credits
REMOTE SENSING
Quarters: Spring
From recent developments in digital image processing to the next generation of satellite systems, this comprehensive course introduces students to the latest developments in the field of remote sensing and image interpretation. The course examines the basics of analog image analysis while placing greater emphasis on digitally based systems and analysis techniques. The presentation is discipline neutral, so students in any field of study can gain a clear understanding of these systems and their virtually unlimited applications. Prerequisites: CS 120

GEOG 295 (P/T) 3 Credits
GEOSPATIAL CAPSTONE COURSE
Quarters: Spring
The goal of the Geospatial Capstone Course is to integrate the GIS knowledge and skills learned from the prerequisite courses and apply them to an individual GIS project. The student will use the GIS functionality found within ESRI ArcGIS software as a tool to complete their project. Homework exercises will be completed using ArcGIS software. Prerequisites: CS 120, GEOG 265, GEOG 285

Geology

GEOG 201 4 Credits
PHYSICAL GEOLOGY
Quarters: Fall
Emphasizes theories of the formation of the earth and its evolution as a system. Investigates the nature and distribution of minerals and rocks; igneous, weathering, sedimentary, and metamorphic processes; extraction of mineral resources; and the theory of plate tectonics. Labs and/or field trips required.

GEOG 202 4 Credits
PHYSICAL/HISTORICAL GEOLOGY
Quarters: Winter
Investigates earth history, earth structure, earthquakes and seismology, mountain building, plate tectonics, and mass wasting. Lab and/or field trip required. Prerequisites: GEOG 201 or GSCI 106 or instructor approval.

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GEOL 203 4 Credits
PHYSICAL GEOLOGY
Quarters: Spring
Investigates the creation and distribution of land forms and the nature and consequence of surface water, ground water, glaciers, wind, deserts and shorelines. Lab and/or field trip required. Prerequisites: GEOL 201 or 202, or instructor approval.

Health/Physical Education

HPE 180 B 1 Credit
ADVANCED BASKETBALL (WOMEN)
Quarters: Fall, Winter
Advanced training in the sport of basketball. Team concepts for basketball will be taught that include strategy for competition, drill work associated with player development, and mental preparation.

HPE 180 BC 1 Credit
BASKETBALL CONDITIONING (WOMEN)
Quarters: Fall, Winter, Spring
Advanced conditioning in the sport of basketball. Conditioning basketball athletes to train the aerobic and anaerobic systems for the enhancement of player performance.

HPE 180 C 1 Credit
ADVANCED CROSS COUNTRY (WOMEN)
Quarters: Fall, Winter
Advanced training in the sport of cross country. Team concepts for cross country will be taught that include strategy for competition, drill work associated with player development, and mental preparation.

HPE 180 CC 1 Credit
CROSS COUNTRY CONDITIONING (WOMEN)
Quarters: Fall, Winter, Spring
Advanced conditioning in the sport of cross country. Conditioning cross country athletes to train the aerobic and anaerobic systems for the enhancement of player performance.

HPE 180 D 1 Credit
ADVANCED SOFTBALL (WOMEN)
Quarters: Fall, Winter, Spring
Advanced training in the sport of softball. Team concepts for softball will be taught that include strategy for competition, drill work associated with player development, and mental preparation.

HPE 180 DC 1 Credit
SOFTBALL CONDITIONING (WOMEN)
Quarters: Fall, Winter, Spring
Advanced conditioning in the sport of softball. Conditioning softball athletes to train the aerobic and anaerobic systems for the enhancement of player performance.

HPE 180 F 1 Credit
ADVANCED TRACK AND FIELD (WOMEN)
Quarters: Fall, Winter, Spring
Advanced training in the sport of track and field. Team concepts for track and field will be taught that include strategy for competition, drill work associated with player development, and mental preparation.

HPE 180 FC 1 Credit
TRACK AND FIELD CONDITIONING (WOMEN)
Quarters: Fall, Winter, Spring
Advanced conditioning in the sport of track and field. Conditioning track and field athletes to train the aerobic and anaerobic systems for the enhancement of player performance.

HPE 180 G 1 Credit
ADVANCED GOLF (WOMEN)
Quarters: Offered as needed
Advanced training in the sport of golf. Team concepts for golf will be taught that include strategy for competition, drill work associated with player development, and mental preparation.

HPE 180 GC 1 Credit
GOLF CONDITIONING (WOMEN)
Quarters: Offered as needed
Advanced conditioning in the sport of golf. Conditioning golf athletes to train the aerobic systems for the enhancement of player performance.

HPE 180 R 1 Credit
ADVANCED RODEO (WOMEN)
Quarters: Fall, Winter, Spring
Advanced training in the sport of rodeo. Team concepts for rodeo will be taught that include strategy for competition, drill work associated with player development, and mental preparation.

HPE 180 RC 1 Credit
RODEO CONDITIONING (WOMEN)
Quarters: Fall, Winter, Spring
Advanced conditioning in the sport of rodeo. Conditioning rodeo athletes to train the aerobic and anaerobic systems for the enhancement of player performance.

HPE 180 S 1 Credit
ADVANCED SOCCER (WOMEN)
Quarters: Fall, Winter, Spring
Advanced training in the sport of soccer. Team concepts for soccer will be taught that include strategy for competition, drill work associated with player development, and mental preparation.

HPE 180 SC 1 Credit
SOCCER CONDITIONING (WOMEN)
Quarters: Fall, Winter, Spring
Advanced conditioning in the sport of soccer. Conditioning soccer athletes to train the aerobic and anaerobic systems for the enhancement of player performance.

HPE 180 T 1 Credit
TENNIS CONDITIONING (WOMEN)
Quarters: Fall, Winter, Spring
Advanced training in the sport of tennis. Team concepts for tennis will be taught that include strategy for competition, drill work associated with player development, and mental preparation.

HPE 180 TC 1 Credit
TENNIS CONDITIONING (WOMEN)
Quarters: Fall, Winter, Spring
Advanced conditioning in the sport of tennis. Conditioning tennis athletes to train the aerobic and anaerobic systems for the enhancement of player performance.

HPE 180 V 1 Credit
ADVANCED VOLLEYBALL (WOMEN)
Quarters: Fall, Winter
Advanced training in the sport of volleyball. Team concepts for volleyball will be taught that include strategy for competition, drill work associated with player development, and mental preparation.

HPE 180 VC 1 Credit
VOLLEYBALL CONDITIONING (WOMEN)
Quarters: Fall, Winter, Spring
Advanced conditioning in the sport of volleyball. Conditioning volleyball athletes to train the aerobic and anaerobic systems for the enhancement of player performance.

HPE 185 B 1 Credit
BASKETBALL ACTIVITY
Quarters: Fall, Winter, Spring
Provides instruction and physical exercise and conditioning around a specific activity or sport. Features courses in basketball, aerobic activities, jogging, weight training, yoga, golf, swimming, tennis, and seasonal activity classes.

HPE 185 D 1 Credit
STEP AEROBICS
Quarters: Winter
Provides instruction and physical exercise and conditioning around a specific activity or sport. Features courses in basketball, aerobic activities, jogging, weight training, yoga, golf, swimming, tennis, and seasonal activity classes.

HPE 185 E 1 Credit
TENNIS ACTIVITY
Quarters: Offered as needed
Provides instruction and physical exercise and conditioning around a specific activity or sport. Features courses in basketball, aerobic activities, jogging, weight training, yoga, golf, swimming, tennis, and seasonal activity classes.

HPE 185 F 1 Credit
AEROBIC FITNESS
Quarters: Summer, Fall, Winter, Spring
Provides instruction and physical exercise and conditioning around a specific activity or sport. Features courses in basketball, aerobic activities, jogging, weight training, yoga, golf, swimming, tennis, and seasonal activity classes.

HPE 185 G 1 Credit
GOLF ACTIVITY
Quarters: Spring
Provides instruction and physical exercise and conditioning around a specific activity or sport. Features courses in basketball, aerobic activities, jogging, weight training, yoga, golf, swimming, tennis, and seasonal activity classes.

HPE 185 J 1 Credit
WALK/JOG/WEIGHT TRAINING
Quarters: Summer, Fall, Winter, Spring
Provides instruction and physical exercise and conditioning around a specific activity or sport. Features courses in basketball, aerobic activities, jogging, weight training, yoga, golf, swimming, tennis, and seasonal activity classes.

HPE 185 K 1 Credit
KICKBOXING AEROBICS
Quarters: Spring
Focuses on three primary aspects of physical fitness: cardiovascular fitness, flexibility, and strength. The primary emphasis is on the cardiovascular component of the course. Increases cardiovascular endurance and strength utilizing punching and kicking techniques while incorporating various aerobic methods.

HPE 185 S 1 Credit
SWIMMING
Quarters: Summer, Fall, Winter, Spring
Utilizes swimming pool facilities for aerobic activities. Students will be allowed to set their own schedules in accordance with pool hours.

HPE 185 T 1 Credit
AEROBIC/WEIGHT TRAINING
Quarters: Summer
Provides instruction and physical exercise and conditioning around a specific activity or sport. Features courses in basketball, aerobic activities, jogging, weight training, yoga, golf, swimming, tennis, and seasonal activity classes.

HPE 185 W 1 Credit
WEIGHT TRAINING
Quarters: Summer, Fall, Winter, Spring
Provides instruction and physical exercise and conditioning around a specific activity or sport. Features courses in basketball, aerobic activities, jogging, weight training, yoga, golf, swimming, tennis, and seasonal activity classes.

HPE 185 Y 1 Credit
YOGA
Quarters: Summer, Fall, Winter, Spring
Provides instruction and physical exercise and conditioning around a specific activity or sport. Features courses in basketball, aerobic activities, jogging, weight training, yoga, golf, swimming, tennis, and seasonal activity classes.

HPE 190 B 1 Credit
ADVANCED BASKETBALL (MEN)
Quarters: Fall, Winter
Advanced training in the sport of basketball. Team concepts for basketball will be taught that include strategy for competition, drill work associated with player development, and mental preparation.

HPE 190 BC 1 Credit
BASKETBALL CONDITIONING (MEN)
Quarters: Fall, Winter, Spring
Advanced conditioning in the sport of basketball. Conditioning basketball athletes to train the aerobic and anaerobic systems for the enhancement of player performance.

HPE 190 C 1 Credit
ADVANCED CROSS COUNTRY (MEN)
Quarters: Fall, Winter
Advanced training in the sport of cross country. Team concepts for cross country will be taught that include strategy for competition, drill work associated with player development, and mental preparation.

HPE 190 CC 1 Credit
CROSS COUNTRY CONDITIONING (MEN)
Quarters: Fall, Winter, Spring
Advanced conditioning in the sport of cross country. Conditioning cross country athletes to train the aerobic and anaerobic systems for the enhancement of player performance.

HPE 190 D 1 Credit
ADVANCED BASEBALL (MEN)
Quarters: Fall, Winter, Spring
Advanced training in the sport of baseball. Team concepts for baseball will be taught that include strategy for competition, drill work associated with player development, and mental preparation.

HPE 190 DC 1 Credit
BASEBALL CONDITIONING (MEN)
Quarters: Fall, Winter, Spring
Advanced conditioning in the sport of baseball. Conditioning baseball athletes to train the aerobic and anaerobic systems for the enhancement of player performance.

HPE 190 F 1 Credit
ADVANCED TRACK AND FIELD (MEN)
Quarters: Fall, Winter, Spring
Advanced training in the sport of track and field. Team concepts for track and field will be taught that include strategy for competition, drill work associated with player development, and mental preparation.

HPE 190 FC 1 Credit
TRACK AND FIELD CONDITIONING (MEN)
Quarters: Fall, Winter, Spring
Advanced conditioning in the sport of track and field. conditioning track and field athletes to train the aerobic and anaerobic systems for the enhancement of player performance.

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HPE 190 G 1 Credit
ADVANCED GOLF (MEN)

Quarters: Offered as needed

Advanced training in the sport of golf. Team concepts for golf will be taught that include strategy for competition, drill work associated with player development, and mental preparation.

HPE 190 GC 1 Credit
GOLF CONDITIONING (MEN)

Quarters: Offered as needed

Advanced conditioning in the sport of golf. Conditioning golf athletes to train the aerobic and anaerobic systems for the enhancement of player performance.

HPE 190 R 1 Credit
ADVANCED RODEO (MEN)

Quarters: Fall, Winter, Spring

Advanced training in the sport of rodeo. Team concepts for rodeo will be taught that include strategy for competition, drill work associated with player development, and mental preparation.

HPE 190 RC 1 Credit
RODEO CONDITIONING (MEN)

Quarters: Fall, Winter, Spring

Advanced conditioning in the sport of rodeo. Conditioning rodeo athletes to train the aerobic and anaerobic systems for the enhancement of player performance.

HPE 190 S 1 Credit
ADVANCED SOCCER (MEN)

Quarters: Fall, Winter, Spring

Advanced training in the sport of soccer. Team concepts for soccer will be taught that include strategy for competition, drill work associated player development, and mental preparation.

HPE 190 SC 1 Credit
SOCCER CONDITIONING (MEN)

Quarters: Fall, Winter, Spring

Advanced conditioning in the sport of soccer. Conditioning soccer athletes to train the aerobic and anaerobic systems for the enhancement of player performance.

HPE 190 T 1 Credit
ADVANCED TENNIS (MEN)

Quarters: Fall, Winter, Spring

Advanced training in the sport of tennis. Team concepts for tennis will be taught that include strategy for competition, drill work associated with player development, and mental preparation.

HPE 190 TC 1 Credit
TENNIS CONDITIONING (MEN)

Quarters: Fall, Winter, Spring

Advanced conditioning in the sport of tennis. Conditioning tennis athletes to train the aerobic and anaerobic systems for the enhancement of player performance.

HPE 260 J 3 Credits
INTRO TO ATHLETIC TRAINING II

Quarters: Spring

Introduces the proper techniques of injury evaluation, treatment, rehabilitation and/or care of athletic injuries. Covers anatomical structures of the foot, ankle, lower leg, knee, thigh, hip, groin, thoracic region, chest, back, ribs, back, fingers, wrist, hand, elbow, shoulder, head, neck, and spinal area. Discusses how each functions and what injuries may occur. Covers the relevant soft tissue structures, including muscle tendon units, cartilage, and ligamentous structures. Teaches students to complete injury evaluations and provides a working knowledge of how each injury occurred.

HPE 261 J 2 Credits
TAPING AND BRACING

Quarters: Fall, Winter, Spring

Demonstrates multiple techniques in preventing, supporting and protecting athletes from injury by means of taping, bracing, wrapping and/or splinting. Uses various braces, splints and types of tape for numerous body parts, including feet, ankles, lower leg, knees, hip/groin, shoulders, elbows, wrists, hands and fingers.

HPE 120 2 Credits
FIRST AID AND CPR

Quarters: Fall, Winter, Spring

Teaches the proper techniques in administering CPR and rescue breathing on an adult, child and infant and the use of an Automated External Defibrillator (AED) on an adult and child victim. Presents the proper techniques for clearing an obstructed airway on both a conscious and unconscious victim of any age, and the proper first aid procedures to control bleeding, treat for shock, bandage wounds, splint broken bones and numerous other emergency care techniques. Awards two certifications from the American Heart Association upon successful completion of both the American Heart Association's CPR and First Aid exams.

HPE 131 3 Credits
INTRO TO P.E. AND HEALTH

Quarters: Winter

Introduces the broad spectrum of fields related to exercise science. Covers the history, and current and future trends within the exercise field. Includes an introduction to anatomy. Discusses athletic training as a profession, biomechanics and exercise physiology, and modern trends related to nutrition, sports psychology and measurements.

HPE 185 1 Credit
CO EDUCATIONAL PHYSICAL EDUCATION

Quarters: Fall, Winter, Spring

Provides instruction and physical exercise and conditioning around a specific activity or sport. Features courses in basketball, aerobic activities, jogging, weight training, yoga, golf, swimming, tennis, and seasonal activity classes.

HPE 194 2 Credits
PROFESSIONAL ACTIVITIES

Quarters: Fall

Introduces team and/or individual sports, providing a sound foundation of skill development and knowledge in each area of the sport. Emphasizes methods, and progression and analysis of motor skills needed to become an effective teacher of each selected sport and/or event. Concentrates on one sport each quarter in the following six-quarter rotation: soccer, volleyball, tennis, softball, basketball, and golf. Lab required.

HPE 259 3 Credits
INTRO TO ATHLETIC TRAINING I

Quarters: Fall, Winter

Introduces the history, characteristics and employment opportunities for athletic trainers. Discusses epidemiology of injuries, recognition of specific injuries, and a variety of conditions related to the health of the athlete. Includes civil litigation, preparing to become an athletic trainer, day to day tasks required, structure of a sports medicine team, prevention and management of injuries and how to establish an emergency response plan.

HPE 294 2 Credits
PE PROFESSIONAL ACTIVITIES METHODS

Quarters: Winter, Spring

Introduces team and/or individual sports, providing a sound foundation of skill development and knowledge in each area of the sport. Emphasizes methods, and progression and analysis of motor skills needed to become an effective teacher of each selected sport and/or event. Concentrates on one sport each quarter in the following six-quarter rotation: soccer, volleyball, tennis, softball, basketball, and golf. Lab required.

HPE 295 3 Credits
HEALTH AND FITNESS FOR LIFE
Quarters: Summer, Fall, Winter, Spring
Explores wellness concepts and emphasizes how to maximize health by making informed choices in regards to total wellness, fitness, nutrition and other lifestyle changes. Covers muscle strength and endurance, cardiovascular issues, lifestyle related diseases and their risk factors, and prevention methods.

History

HIST 101 3 Credits
HISTORY OF WESTERN CIVILIZATIONS
Quarters: Fall, Winter, Spring
Examines the major ideas, issues, events and personalities of the time. Offers different frameworks of analysis to enhance comprehension and critical thinking. Includes the Birth of Civilization, Greece and Rome, Middle Ages, and Renaissance.

HIST 102 3 Credits
HISTORY OF WESTERN CIVILIZATIONS
Quarters: Summer, Fall, Winter, Spring
Examines the major ideas, issues, events and personalities of the time. Offers different frameworks of analysis to enhance comprehension and critical thinking. Includes the Reformation, Absolutism, the Scientific and Industrial Revolutions, and the French Revolution.

HIST 103 3 Credits
HISTORY OF WESTERN CIVILIZATIONS
Quarters: Summer, Winter, Spring
Examines the major ideas, issues, events and personalities of the time. Offers different frameworks of analysis to enhance comprehension and critical thinking. Includes the age of Napoleon, the age of nation-states, the birth of modern European thought. World War I, Great Depression, World War II, the Vietnam War, and through to the present.

HIST 201 3 Credits
U.S. HISTORY
Quarters: Fall, Winter
Examines the major ideas, issues, events, and personalities of the time. Offers different frameworks of analysis to enhance comprehension and critical thinking. Includes early migration into North America through nationhood to the eve of the Civil War.

HIST 202 3 Credits
U.S. HISTORY
Quarters: Winter, Spring
Examines the major ideas, issues, events and personalities of the time. Offers different frameworks of analysis to enhance comprehension and critical thinking. Includes westward movement, Civil War, industrial America, and the Progressive Era.

HIST 203 3 Credits
U.S. HISTORY
Quarters: Summer, Fall, Spring
Examines the major ideas, issues, events and personalities of the time. Offers different frameworks of analysis to enhance comprehension and critical thinking. Includes WWI, Depression and New Deal, WWII, Vietnam War, and the 1960's through to the present.

Horse Production

HPRD 101 (P/T) 3 Credits
ROUGH STOCK I
Quarters: Fall
Teaches basic skills of rough stock rodeo events and activities. Includes physical and mental aspects of successful rodeo competition. Provides opportunity to practice on live animals.

HPRD 102 (P/T) 3 Credits
ROUGH STOCK II
Quarters: Winter
Continues skill acquisition of Rough Stock I, emphasizing sharpening skills, improving techniques and preparing for competition.

HPRD 103 (P/T) 3 Credits
ROUGH STOCK III
Quarters: Spring
Includes participation in NIRA competition and organizing and conducting a college rodeo event..

HPRD 104 (P/T) 3 Credits
TIMED EVENTS I
Quarters: Fall
Teaches basic timed event skills, emphasizing sharpening techniques and the mental and physical aspects of rodeo competition. Provides opportunity to practice with live animals. Requires the student to have a suitable horse for timed events competition.

HPRD 105 (P/T) 3 Credits
TIMED EVENTS II
Quarters: Winter
A continuation of Timed Events I with emphasis on preparation for competition.

HPRD 106 (P/T) 3 Credits
TIMED EVENTS III
Quarters: Spring
Provides students the opportunity to participate in NIRA competitions and organize and conduct their own college rodeo.

Horticulture

HORT 111 3 Credits
INTRO TO PLANT GROWTH
Quarters: Fall, Spring
Covers basic botany along with a study of principles of plant growth and reproduction. Emphasis is on understanding how plants grow and the factors which influence yield and quality. Students will learn basic plant parts and their functions.

HORT 211 3 Credits
PLANT PROPAGATION
Quarters: Offered as needed
Presents theory and methodology for reproducing plants by seed and rootstock. Covers anatomy, physiology, and genetics related to plant propagation as well as grafting.

HORT 250 3 Credits
PLANT PATHOLOGY
Quarters: Offered as needed
Covers symptoms, causal agents, diagnosis, and prevention of plant diseases with emphasis on fungi, bacteria, nematode, and virus pathogens.

Human Development

HDEV 112 1 Credit

FRESHMAN SEMINAR

Quarters: Summer, Fall, Winter, Spring

Provides information and self-evaluation in areas of goal setting, educational planning, career interest, learning styles, time management, study skills, and successful navigation of the college system (financial aid, resources, policies).

HDEV 120 3 Credits

COLLEGE SUCCESS

Quarters: Summer, Fall, Winter, Spring

Provides student success strategies, including analyzing academic needs, developing long-term academic plans, exploring career choices, and accessing electronic and human resources on campus. Presents effective communication skills, time management, test taking, note taking, memory and study techniques, and stress management.

HDEV 202 2 Credits

LIFE TRANSITIONS

Quarters: Offered as needed

Initiates empowerment of women experiencing significant changes or seeking new directions for their lives. Emphasizes personal development by exploring values, interests, strengths, and abilities using assessments and professional guidance. Examines choices in terms of careers, education, volunteer work and personal creativity. Helps women develop a plan of action to reach the goals they have set for themselves.

HDEV 208 3 Credits

CAREER PLANNING

Quarters: Offered as needed

Assists students in identifying skills, interests and values as they relate to career choices. Includes self-assessment, career exploration, job search strategies, decision-making, and goal setting. Requires students to conduct informational interviews and begin to build personal portfolios.

HDEV 209 1 Credit

COMPLETE JOB FINDER

Quarters: Offered as needed

Provides intensive instruction in job search skills. Explores local and statewide options for employers. Examines what makes a qualified employee in both hard and soft skills.

Human Services

HSER 101 3 Credits

ADDICTIONS PHARMACOLOGY

Quarters: Fall, Winter, Spring

Explains how alcohol and other drugs are processed in the body and the brain. Includes the physiological effects of alcohol and other drugs on the human body, and the possible implications for the treatment and prevention of problems that arise from their use. Prerequisites: Pass WR 095 with a C- or better, or suitable placement score and pass READ 012, or suitable placement score.

HSER 102 3 Credits

DRUG USE, MISUSE AND ADDICTION

Quarters: Fall

Introduces students to drug classification systems and specific drugs within each classification, including physiological and psychological effects, signs and symptoms of use, abuse, dependence, overdose and withdrawal. Examines treatment modalities and the recovery process. Co-requisite: HSER 101.

HSER 152 1 Credit

STRESS MANAGEMENT

Quarters: Offered as needed

Identifies specific personal stressors and develops skills that enable students to more effectively deal with stress. Applies techniques including breathing, meditation, systematic desensitization, visualizations, and progressive muscle relaxation to reduce physical and psychological manifestations of stress.

HSER 200 3 Credits

ALCOHOL/DRUGS AND FAMILY

Quarters: Fall

Explores the role of the counselor in the chemically dependent family, from identification of roles through intervention strategies and treatment modalities. Includes competency-based education techniques, including group activities, presentations, research, readings, role playing, attendance in community meetings, and interviewing professionals in the field of family therapy. Co-requisite: HSER 101.

HSER 202 4 Credits

COUNSELING TECHNIQUES I

Quarters: Winter

Introduces a variety of techniques used in group and individual counseling practices, emphasizing those relevant to addictions treatment. Explores cultural diversity, self-awareness in one's personal and professional life, and clients with disabilities. Discusses establishing a helping relationship with the client, professional responsibilities, adapting counseling strategies to individual characteristics of the client, and crisis management skills. Prerequisites: HSER 101 and HSER 102 or 200, with a grade of C- or better.

HSER 219 3 Credits

CASE MANAGEMENT- CAPSTONE

Quarters: Summer

Covers the preparation of clinical documentations related to screening and intake processes, assessments, treatment plans, reports, progress notes, discharge summaries, and other client-related data. Applies state ASAM and other professionally relevant standards. Prerequisites: HSER 101, 102, 200, 202, 224, 226 and 228 with a grade of C- or better.

HSER 224 3 Credits

GROUP SKILLS FOR SUBSTANCE ABUSE

Quarters: Spring

Presents strategies from accepted and culturally appropriate models for group counseling with clients with a variety of disorders including substance abuse. Focuses on the ethical use of groups as an effective therapeutic intervention. Addresses leadership behaviors, group formation and group states. Prerequisites: HSER 202 and HSER 228 with a grade of C- or better,

HSER 226 3 Credits

ETHICS FOR ADDICTIONS COUNSELING

Quarters: Spring

Provides information on personal and professional ethics that apply to addictions counselors. Discusses personal issues and values, client rights, confidentiality, when to report abuse, self-care, sexual dilemmas, cultural diversities and standards, dual relationships and professional code of ethics. Prerequisites: HSER 101 or HSER 102, or HSER 200

HSER 228 4 Credits

SCREENING AND ASSESSMENT

Quarters: Winter

Surveys the process of obtaining and interpreting client information to determine substance abuse and substance dependence issues. Investigates how to utilize collateral information to determine client characteristics and needs, courses of action and available resources with the client's community. Presents the importance of gathering and interpreting information necessary for treatment planning and evaluating the progress of clients. Prerequisites: HSER 101 and 102, or 200 with a grade of C- or better.

HSER 248 2 Credits
INFECTIOUS DISEASES:ADDICTION RISK
Quarters: Summer

Explores the relationship between alcohol and other drug abuse and infectious diseases, including HIV/AIDS, tuberculosis, sexually-transmitted diseases and hepatitis. Provides counseling techniques for assisting clients to identify personal risk and practice harm reduction. Also addresses special issues affecting diverse populations. Examines personal issues/discomforts arising from frankly discussing sexual behaviors of clients.

Humanities

HUMN 148 3 Credits
INTRO TO HUMANITIES
Quarters: Fall

Explores the question, "What does it mean to be human?" through examining the interrelationships of literature, art, and music. Focus: Classical and Medieval periods. Prerequisites: Pass WR 115 with a "C" or better, or suitable placement score and pass READ 12, or suitable placement score.

HUMN 149 3 Credits
INTRO TO HUMANITIES
Quarters: Winter

Explores the question, "What does it mean to be human?" through examining the interrelationships of literature, art, and music. Focus: Renaissance through Neoclassical periods. Prerequisites: Pass WR 115 with a C or better, or suitable placement score and pass READ 12, or suitable placement score.

HUMN 150 3 Credits
INTRO TO HUMANITIES
Quarters: Spring

Explores the question, "What does it mean to be human?" through examining the interrelationships of literature, art, and music. Focus: Romanticism to the present. Prerequisites: Pass WR 115 with a "C" or better, or suitable placement score and pass READ 12, or suitable placement score.

Industrial Education

INED 156 (P/T) 3 Credits
EMPLOYMENT STRATEGIES
Quarters: Fall, Winter, Spring

Prepares students to create a resume and cover letter, research internet job sources and job search techniques, prepare a portfolio of work examples, and contact potential employers. Provides practical experience through "mock interviews". Discusses appropriate dress for interviews. Includes different work place personality types and conflict resolution.

Journalism

JOUR 226 3 Credits
INTRO TO JOURNALISM
Quarters: Offered as needed

Describes the editorial business and mechanical procedures used in newspaper/broadcast news production. Includes printing and production processes, page layout, broadcast packaging, style, headline/teaser writing. Prerequisites: JOUR 216

Mathematics

MATH 010 4 Credits
BASIC MATHEMATICS I
Quarters: Fall, Winter, Spring

Introduces basic math concepts, emphasizing the ability to understand and use basic operations with whole numbers applied to real-life situations. Includes the concepts of fractions and operations with fractions. Prerequisites: Suitable placement score.

MATH 020 4 Credits
BASIC MATHEMATICS II
Quarters: Summer, Fall, Winter, Spring

Reviews basic math up to algebra, equipping the student with everyday math skills, and preparing for success in later math courses. Prerequisites: Pass MATH 10, or suitable placement score.

MATH 025 4 Credits
PREALGEBRA
Quarters: Summer, Fall, Winter, Spring

Extends the study of fractions, decimals, ratio/proportion/percent, measurement, and integers in an algebra setting. Covers algebraic expressions and equations, and introduces graphing. Bridges the gap between the concrete operations of arithmetic and the abstract concepts of algebra for students needing additional preparation in order to succeed in the algebra sequence. Prerequisites: Pass MATH 20, or suitable placement score.

MATH 060 4 Credits
BEGINNING ALGEBRA I
Quarters: Summer, Fall, Winter, Spring

Presents introductory algebra topics and elementary problem solving techniques, including real numbers, linear equations, introduction to graphing, and the concept of functions. No familiarity with algebra is expected prior to this course. Prerequisites: Pass MATH 25 with a "C-" or better, or suitable placement score.

MATH 063 4 Credits
TECHNICAL MATH I
Quarters: Winter

Meets the needs of technical/vocational students. Includes the real number system, accuracy and precision concepts, basic algebraic concepts and operations, functions and graphs, and basic geometry. Familiarity with algebra is expected. Prerequisites: Pass MATH 25 with a "C-" or better, or suitable placement score.

MATH 065 4 Credits
BEGINNING ALGEBRA II
Quarters: Summer, Fall, Winter, Spring

Presents introductory algebra and extends critical thinking and problem solving techniques. Includes factoring polynomials, solving quadratic equations, simplifying and solving rational and radical expressions. Prerequisites: Pass MATH 60 with a "C-" or better, or suitable placement score.

MATH 070 5 Credits
ALGEBRA REVIEW
Quarters: Summer, Fall, Winter, Spring

Integrates the use of technology to solve problems and aid the study of the functions of real numbers. Includes the study of data tables, elementary variable manipulation, function, linear and quadratic functions, linear systems of equations, and inequalities. Prerequisites: Pass MATH 65 with a "C-" or better, or suitable placement score.

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Course Descriptions

MATH 095 5 Credits
INTERMEDIATE ALGEBRA
Quarters: Summer, Fall, Winter, Spring
Emphasizes critical thinking skills and integration of technology to solve problems. Includes quadratic equations, inequalities, linear models and graphs of nonlinear models, rational, exponential and logarithmic functions, and systems of equations. Prerequisites: Pass MATH 70 with a "C-" or better, or pass both MATH 60 and 65 with an "A" or "A-", or suitable placement score.

MATH 098 6 Credits
QUANTITATIVE LITERACY
Quarters: Fall, Winter
Quantitative Literacy is a one quarter course for non-math and non-science majors integrating numeracy, proportional reasoning, algebraic reasoning and functions. Students will develop conceptual and procedural tools that support the use of key mathematical concepts in a variety of contexts. Upon successful completion of the course, students may take MATH 105. Prerequisites: Math 025, or placement scores sufficient for entry into MATH 060 or higher

MATH 103 1 Credit
INTRO TO GRAPHING CALCULATORS
Quarters: Summer, Fall, Winter, Spring
Introduces graphing technology with an emphasis on mathematical applications. Presents graphing calculator skills which are normally acquired in Math 70 and 95.

MATH 105 4 Credits
CONTEMPORARY MATHEMATICS
Quarters: Winter, Spring
Explores everyday applications of mathematics, including geometry, trigonometry, finance, probability, statistics, US and metric measurement. Prerequisites: Pass MATH 95 with a "C-" or better, or suitable placement score.

MATH 111 4 Credits
COLLEGE ALGEBRA
Quarters: Summer, Fall, Winter, Spring
Emphasizes critical thinking and use of graphical calculator technology to solve problems. Explores functions and their graphs, polynomial and rational functions, exponential and logarithmic functions, systems of equations and inequalities. Prerequisites: Pass MATH 95 with a "C-" or better, or suitable placement score.

MATH 112 4 Credits
ELEMENTARY FUNCTIONS
Quarters: Summer, Fall, Winter, Spring
Studies trigonometry and problem solving, including trigonometric functions and their graphs and inverse functions, trigonometric identities and equations, and vectors. Prerequisites: Pass MATH 111 with a "C-" or better, or suitable placement score.

MATH 113 4 Credits
ANALYSIS/GEOMETRY/PRECALCULUS
Quarters: Fall, Winter, Spring
Studies pre-calculus, including matrices, determinants, sequences, series, probability, and analytical geometry. Prerequisites: Pass MATH 111 with a "C-" or better, or suitable placement score.

MATH 211 4 Credits
FUNDAMENTALS OF ELEMENTARY MATH I
Quarters: Fall
Prepares the future elementary school teacher to teach math more effectively by giving them a deeper understanding of math. Covers problem solving, sets, numeration, whole numbers, and number theory. Prerequisites: Pass MATH 95 with a "C-" or better, or suitable placement score.

MATH 212 4 Credits
FUNDAMENTALS OF ELEMENTARY MATH II
Quarters: Winter
Prepares the future elementary school teacher to teach math more effectively by giving them a deeper understanding of math. Covers fractions, decimals, integers, real numbers, statistics and probability. Prerequisites: Pass MATH 95 with a "C-" or better, or suitable placement score.

MATH 213 4 Credits
FUNDAMENTALS OF ELEMENTARY MATH III
Quarters: Spring
Prepares the future elementary school teacher to teach math more effectively by giving them a deeper understanding of math, including geometry. Prerequisites: Pass MATH 95 with a "C-" or better, or suitable placement score.

MATH 241 4 Credits
CALCULUS FOR MGMT, LIFE SOCIAL SCI
Quarters: Offered as needed
Calculus for Management, Life and Social Science Topics include limits, continuity, derivatives, and integrals. Applications are investigated from science, business, and social science perspectives. Graphics calculator required. TI 84/89 calculator recommended. Prerequisites: Pass Math 111 with a C- or better, or suitable placement score.

MATH 242 4 Credits
CALCULAS FOR MGMT,SOCIAL SCI II
Quarters: Summer
Introduction to differential and integral calculus of polynomial, rational, exponential and logarithmic functions with applications in the social and managerial sciences. Prerequisites: Pass Math 241 with a C- or better.

MATH 243 4 Credits
INTRO TO PROBABILITY AND STATISTICS I
Quarters: Summer, Fall, Winter, Spring
Introduces elementary statistics, including frequency, descriptive statistics, correlation, regression, measures of center probability, binomial and standards distributions and central limit theorem. Prerequisites: Pass MATH 111 or 105 with a "C-" or better, or suitable placement score.

MATH 244 4 Credits
INTRO TO PROBABILITY AND STATISTIC II
Quarters: Summer, Winter, Spring
Continues the study of statistics, covering inferential statistics, hypothesis testing, rank correlation, signed rank test, population proportions, Kruskal-Wallis test, Chi-Square, and non-parametric methods. Prerequisites: Pass MATH 243 with a "C-" or better.

MATH 251 5 Credits
CALCULUS I
Quarters: Fall, Winter
Explores differential calculus of single real variable functions, including limits, continuity and differentiation, maxima and minima, curve sketching, applications, and anti-differentiation. Prerequisites: Pass MATH 112 with a "C-" or better, or suitable placement score. Math 113 strongly recommended.

MATH 252 5 Credits
CALCULUS II
Quarters: Winter
Explores integral calculus of single, real variable functions, including definite and indefinite integrals, and techniques and applications of integration. Prerequisites: Pass MATH 251 with a "C-" or better.

MATH 253 5 Credits
CALCULUS III
Quarters: Spring
Explores differential equations, sequences, series, and applications. Prerequisites: Pass MATH 252 with a "C-" or better. MATH 113 strongly recommended.

Medical Record

MREC 110 (P/T) 3 Credits

MEDICAL TRANSCRIPTION I

Quarters: Winter, Spring

Provides transcription practice of authentic physician-dictated medical reports organized by body systems or medical specialties. Emphasizes development of accuracy, speed, medical knowledge for the transcription of medical reports, and the efficient use of reference materials and other resources. Emphasizes editing and proofreading techniques, and grammar and punctuation review. Prerequisites: OA 226M, or instructor approval.

MREC 111 (P/T) 3 Credits

MEDICAL TRANSCRIPTION II

Quarters: Winter, Spring

Provides transcription practice of authentic physician-dictated medical reports organized by body systems or medical specialties. Emphasizes development of accuracy, speed, medical knowledge for the transcription of medical reports, and the efficient use of reference materials and other resources. Emphasizes editing and proofreading techniques, and grammar and punctuation review. Lab required. Prerequisites: MREC 110

MREC 116 (P/T) 3 Credits

MEDICAL OFFICE PROCEDURES

Quarters: Winter

Covers work routines of a medical office assistant, including scheduling appointments, maintaining patient account records, preparing a variety of health insurance forms, and other medically related document preparation. Requires transcription of medical documents and letters. Lab included. Medical Terminology recommended.

MREC 120 (P/T) 3 Credits

SURGICAL TRANSCRIPTION

Quarters: Winter, Spring

The SUM Program Surgery Transcription Unit contains 8 hours of surgical dictation at an intermediate level. This training prepares students for surgical transcription for multispecialty clinics, group practices, medical centers, hospitals, and transcription services. Prerequisites: MREC 111 or previous experience transcribing medical dictation for family practice physicians.

MREC 123 (P/T) 1 Credit

UROLOGY/NEPHROLOGY TRANSCRIPTION

Quarters: Winter

This course provides urology and nephrology transcription training. There is authentic urology and nephrology dictation, including HandP's, consultations, discharge summaries, operative reports, and more. Dictations include reports on the above as well as correction of urinary incontinence, renal transplant, transurethral resection of bladder and prostate, treatment of urolithiasis, trauma, and others. Lab included Prerequisites: MREC 111

MREC 124 (P/T) 1 Credit

OBSTETRICS/GYNECOLOGY TRANSCRIPTION

Quarters: Winter

This course provides obstetrics and gynecology transcription training. There is authentic obstetrics and gynecology dictation, including HandP's, emergency department reports, discharge summaries, operative reports, and more. Dictations include dilatation and curettage, diagnostic laparoscopy and hysteroscopy, obstetrics, laparoscopy, tubal ligation, hysterectomy, anterior and posterior repair, and others. Lab included. Prerequisites: MREC 111

MREC 125 (P/T) 1 Credit

CARDIOLOGY TRANSCRIPTION

Quarters: Winter, Spring

Teaches cardiology dictation and transcription training, including HandP's, discharge summaries, operative reports, and more. Includes dictations of electrocardiograms, cardiac bypass, Doppler studies, arteriosclerosis, catheterizations, treadmill tests, and others. Lab included. Prerequisites: MREC 111

MREC 126 (P/T) 1 Credit

GASTROINTESTINAL TRANSCRIPTION

Quarters: Winter, Spring

Presents gastrointestinal dictation and transcription training, including HandP's, discharge summaries, operative reports, and more. Dictations include laparoscopy, hernia repair, cholecystectomy, appendectomy, pancreatic tumor, colon carcinoma, esophageal varices, and upper endoscopy. Lab included. Prerequisites: MREC 111

MREC 127 (P/T) 1 Credit

ORTHOPEDIC TRANSCRIPTION

Quarters: Winter, Spring

Teaches orthopedic dictation and transcription training, including HandP's, discharge summaries, operative reports, and more. Dictations include herniated cervical disk, carpal tunnel syndrome, torn rotator cuff, ilizarov leg lengthening, arthroscopy, hip replacement, luque rod insertion, fractures, and others. Lab included. Prerequisites: MREC 111

MREC 210 (P/T) 3 Credits

MEDICAL BILLING I

Quarters: Fall

Covers the roles and compliance issues for an insurance billing specialist; claims processes and introductions to procedural and diagnostic coding; health care payers - the #Blues#, Medicare, Medicaid and other programs. Recommended: Medical terminology background or concurrent enrollment in GSCI 161.

MREC 211 (P/T) 3 Credits

MEDICAL BILLING II

Quarters: Winter

Continues, with additional emphasis, addressing areas covered in MREC 210. Covers hospital billing for both inpatient and outpatient. Prerequisites: MREC 210

Music - Performance

MUP 114 1 Credit

SPECIAL ENSEMBLES

Quarters: Offered as needed

Offers applied instruction and participation in small performance groups (i.e. vocal solos, duets, trios, quartets, etc.) and small instrumental groups for the first year student. Offers experience in varied styles and numerous performances.

MUP 171 1 Credit

APPLIED PIANO

Quarters: Summer, Fall, Winter, Spring

Offers private instruction in voice, piano, organ, woodwinds, brass, percussion, strings, guitar, and other instruments for the first year student. Fee Required.

MUP 173 1 Credit

APPLIED ORGAN

Quarters: Summer, Fall, Spring

Private instruction in voice, piano, organ, woodwinds, brass, percussion, guitar, and electronic keyboards. Lessons on most instruments can be arranged.

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Course Descriptions

MUP 174 1 Credit
APPLIED VOICE
Quarters: Summer, Fall, Winter, Spring
Private instruction in voice, piano, organ, woodwinds, brass, percussion, guitar, and electronic keyboards. Lessons on most instruments can be arranged.

MUP 175 1 Credit
APPLIED VIOLIN
Quarters: Summer, Fall, Winter, Spring
Private instruction in voice, piano, organ, woodwinds, brass, percussion, guitar, and electronic keyboards. Lessons on most instruments can be arranged.

MUP 176 1 Credit
APPLIED VIOLA
Quarters: Fall, Winter, Spring
Private instructing in voice, piano, organ, woodwinds, brass, percussion, electronic keyboard, guitar. Lessons on most instruments can be arranged.

MUP 177 1 Credit
APPLIED CELLO
Quarters: Fall, Winter, Spring
Private instructing in voice, piano, organ, woodwinds, brass, percussion, electronic keyboard, guitar. Lessons on most instruments can be arranged.

MUP 178 1 Credit
APPLIED BASS
Quarters: Fall, Winter, Spring
Private instructing in voice, piano, organ, woodwinds, brass, percussion, electronic keyboard, guitar. Lessons on most instruments can be arranged.

MUP 180 1 Credit
APPLIED GUITAR
Quarters: Summer, Fall, Winter, Spring
Private instruction in voice, piano, organ, woodwinds, brass, percussion, guitar, and electronic keyboards. Lessons on most instruments can be arranged.

MUP 181 1 Credit
APPLIED FLUTE
Quarters: Summer, Fall, Winter, Spring
Private instruction in voice, piano, organ, woodwinds, brass, percussion, guitar, and electronic keyboards. Lessons on most instruments can be arranged.

MUP 183 1 Credit
APPLIED CLARINET
Quarters: Fall, Winter, Spring
Private instruction in voice, piano, organ, woodwinds, brass, percussion, guitar, and electronic keyboards. Lessons on most instruments can be arranged.

MUP 184 1 Credit
APPLIED SAXOPHONE
Quarters: Summer, Fall, Winter, Spring
Private instruction in voice, piano, organ, woodwinds, brass, percussion, guitar, and electronic keyboards. Lessons on most instruments can be arranged.

MUP 186 1 Credit
APPLIED TRUMPET
Quarters: Fall, Spring
Private instruction in voice, piano, organ, woodwinds, brass, percussion, guitar, and electronic keyboards. Lessons on most instruments can be arranged.

MUP 188 1 Credit
APPLIED TROMBONE
Quarters: Fall, Winter, Spring
Private instruction in voice, piano, organ, woodwinds, brasses, percussion, guitar, and electronic keyboards. Lessons on most instruments can be arranged.

MUP 192 1 Credit
APPLIED MISC INSTRUMENTS
Quarters: Summer, Fall, Winter, Spring
Private instruction in voice, piano, organ, woodwinds, brass, percussion, guitar, and electronic keyboards. Lessons on most instruments can be arranged.

MUP 202 1 Credit
CONCERT BAND
Quarters: Fall, Winter, Spring
Offers applied study and performance to anyone in the community with previous band experience, from high school age to adults. Studies and performs traditional and contemporary band literature. Rehearses evenings.

MUP 205 2 Credits
JAZZ BAND
Quarters: Fall, Winter, Spring
Offers applied study and performance in an ensemble, by audition. Concentrates on big band jazz arrangements and jazz ensemble styles.

MUP 214 1 Credit
SPECIAL ENSEMBLES
Quarters: Summer, Fall, Winter, Spring
Offers applied study in small performance groups (i.e. vocal solos, duets, trios, quartets, etc.) and small instrumental groups for the second year student. Offers experience in varied styles of music chosen by students and instructor. Includes numerous community performances.

MUP 215 1 Credit
WIND ENSEMBLE
Quarters: Offered as needed
Offers applied study and performance in wind ensemble format. Includes study of traditional and contemporary concert band literature and at least one major concert per term.

MUP 221 1 Credit
TREASURE VALLEY CHORALE
Quarters: Fall, Winter, Spring
Offers rehearsal and performance of choral literature. Open to all singers.

MUP 222 2 Credits
CONCERT CHOIR
Quarters: Fall, Winter, Spring
Performs choral literature of all styles and historical periods. No previous choral experience necessary.

MUP 225 1 Credit
VOCAL JAZZ ENSEMBLE
Quarters: Fall, Winter, Spring
Performs vocal jazz repertoire and other styles of music. Open by audition only.

MUP 242 1 Credit
SYMPHONY ORCHESTRA
Quarters: Fall, Winter, Spring
Offers applied study and performance for string and wind players interested in playing orchestral literature with the Treasure Valley Symphony. Rehearses evenings and is open to all interested musicians, including high school students.

MUP 271 1 Credit
APPLIED PIANO
Quarters: Fall, Winter, Spring
Offers private instruction in voice, piano, organ, woodwinds, brass, percussion, guitar, or other instrument for the second year student. Fee required.

MUP 273 1 Credit
APPLIED ORGAN
Quarters: Fall, Winter, Spring
Private instruction in voice, piano, organ, woodwinds, brass, percussion, guitar, and electronic keyboards. Lessons on most instruments can be arranged.

MUP 274 1 Credit
APPLIED VOICE
Quarters: Summer, Fall, Winter, Spring
Private instruction in voice, piano, organ, woodwinds, brass, percussion, guitar, and electronic keyboards. Lessons on most instruments can be arranged.

MUP 275 1 Credit
APPLIED VIOLIN
Quarters: Fall, Winter, Spring
Private instruction in voice, piano, organ, woodwinds, brass, percussion, guitar, and electronic keyboards. Lessons on most instruments can be arranged.

MUP 280 1 Credit
APPLIED GUITAR
Quarters: Summer, Fall, Winter, Spring
Private instruction in voice, piano, organ, woodwinds, brass, percussion, guitar, and electronic keyboards. Lessons on most instruments can be arranged.

MUP 281 1 Credit
APPLIED FLUTE
Quarters: Fall, Winter, Spring
Private instruction in voice, piano, organ, woodwinds, brass, percussion, guitar, and electronic keyboards. Lessons on most instruments can be arranged.

MUP 283 1 Credit
APPLIED CLARINET
Quarters: Fall, Winter, Spring
Private instruction in voice, piano, organ, woodwinds, brass, percussion, guitar, and electronic keyboards. Lessons on most instruments can be arranged.

MUP 284 1 Credit
APPLIED SAXOPHONE
Quarters: Fall, Winter, Spring
Private instruction in voice, piano, organ, woodwinds, brass, percussion, guitar, and electronic keyboards. Lessons on most instruments can be arranged.

MUP 286 1 Credit
APPLIED TRUMPET
Quarters: Fall, Spring
Private instruction in voice, piano, organ, woodwinds, brass, percussion, guitar, and electronic keyboards. Lessons on most instruments can be arranged.

MUP 288 1 Credit
APPLIED TROMBONE
Quarters: Fall, Winter, Spring
Private instruction in voice, piano, organ, woodwinds, brasses, percussion, guitar, and electronic keyboards. Lessons on most instruments can be arranged.

MUP 292 1 Credit
APPLIED MISC. INSTRUMENTS
Quarters: Fall, Winter, Spring
Private instruction in voice, piano, organ, woodwinds, brass, percussion, guitar, and electronic keyboards. Lessons on most instruments can be arranged.

Music - Studio

MUS 101 3 Credits
MUSIC FUNDAMENTALS
Quarters: Summer, Fall, Winter, Spring
Acquaints students with the elements of music fundamentals. Includes note reading, rhythm skills, and basic theory.

MUS 105 3 Credits
MUSIC APPRECIATION
Quarters: Fall, Winter, Spring
Studies the elements of music, classical music of the Western World, its historical creation, and listening samples taken from the select composers across the historical periods and styles.

MUS 111 4 Credits
MUSIC THEORY I
Quarters: Fall
Examines the elements, structures, and patterns of music and analyzes the styles of major composers. Includes beginning level music writing. Co-requisite: MUS 114

MUS 112 4 Credits
MUSIC THEORY I
Quarters: Winter
Examines the elements, structures, and patterns of music and analyzes the styles of major composers. Includes writing music manuscript. Prerequisites: MUS 111, or instructor approval. Co-requisite: MUS 115.

MUS 113 4 Credits
MUSIC THEORY I
Quarters: Spring
Examines the elements, structures, and patterns of music and analyzes the styles of major composers. Includes writing music manuscript. Prerequisites: MUS 112, or instructor approval. Co-requisite: MUS 116.

MUS 114 1 Credit
SIGHT SINGING/EAR TRAINING
Quarters: Fall
Offers practice in dictation and reading music. Stresses solfege, written dictation of rhythms and intervals. Co-requisite: MUS 111.

MUS 115 1 Credit
SIGHT SINGING/EAR TRAINING
Quarters: Winter
Offers practice in dictation and reading music. Stresses solfege, written dictation of rhythm and intervals. Co-requisite: MUS 112.

MUS 116 1 Credit
SIGHT SINGING/EAR TRAINING
Quarters: Spring
Offers practice in dictation and reading music by sight. Stresses solfege, written dictation of rhythm and intervals. Co-requisite: MUS 113.

MUS 131 2 Credits
CLASS PIANO
Quarters: Fall, Winter, Spring
Offers theory and practice in piano and basic keyboard techniques for the first quarter student.

MUS 132 2 Credits
CLASS PIANO
Quarters: Fall, Winter, Spring
Offers theory and practice in piano and basic keyboard techniques for the first quarter student. Prerequisites: MUS 131, or instructor approval.

MUS 133 2 Credits
CLASS PIANO
Quarters: Fall, Winter, Spring
Offers theory and practice in piano and basic keyboard techniques for the first quarter student. Prerequisites: MUS 132, or instructor approval.

Treasure Valley Community College

Course Descriptions

MUS 201 3 Credits
INTRO TO MUSIC AND ITS LITERATURE
Quarters: Summer, Fall, Winter, Spring
Studies the elements, forms and historical styles of music with emphasis on listening to recordings. Introduces musical terminology, the instruments of the orchestra, and music through the middle ages.

MUS 202 3 Credits
INTRO TO MUSIC AND ITS LITERATURE
Quarters: Summer, Fall, Winter, Spring
Studies the elements, forms and historical styles of music with emphasis on listening to recordings. Studies music and composers of the Renaissance and Baroque Eras. Pre-requisite: MUS 201, or instructor approval.

MUS 203 3 Credits
INTRO TO MUSIC AND ITS LITERATURE
Quarters: Summer, Winter, Spring
Studies the elements, forms and historical styles of music with emphasis on listening to recordings. Includes music and composers of the Classical and Romantic Eras. Pre-requisite: MUS 201, or instructor approval.

MUS 205 3 Credits
INTRO TO JAZZ HISTORY
Quarters: Summer, Fall, Winter, Spring
Studies jazz music represents, the historical creation of jazz and the jazz masters and their music from the early African and European influences to contemporary trends. The selected textbook is required.

MUS 206 3 Credits
INTRO TO THE HISTORY OF ROCK MUSIC
Quarters: Fall, Winter, Spring
Studies the elements of music, rock music, and its attendant sub-genres, its historical creation, and listening to samples taken from select artists across the different periods and styles.

MUS 211 4 Credits
MUSIC THEORY II
Quarters: Offered as needed
Offers a brief review of Music Theory I with emphasis on the basics of four-part writing. Studies different types of modulation (composition and analysis). Includes construction and usage of altered chords in the context of the chord progression and analysis. Prerequisites: MUS 113. Co-requisite: MUS 214

MUS 212 4 Credits
MUSIC THEORY II
Quarters: Offered as needed
Examines the structure and elements of music through analysis of the styles of major composers. Includes some composition. Prerequisites: MUS 211. Co-requisite: MUS 215

MUS 213 4 Credits
MUSIC THEORY II
Quarters: Offered as needed
Examines the structure and elements of music through analysis of the styles of major composers. Includes some composition. Prerequisites: MUS 212. Co-requisite: MUS 216

MUS 214 2 Credits
KEYBOARD HARMONY
Quarters: Offered as needed
Offers theory and practice in piano techniques such as modulation, transposition, chord reading and extemporaneous playing. Co-requisite: MUS 211

MUS 215 2 Credits
KEYBOARD HARMONY
Quarters: Offered as needed
Offers theory and practice in piano techniques such as modulation, transposition, chord reading and extemporaneous playing. Co-requisite: MUS 212.

MUS 216 2 Credits
KEYBOARD HARMONY
Quarters: Offered as needed
Offers theory and practice in piano techniques such as modulation, transposition, chord reading and extemporaneous playing. Co-requisite: MUS 213

MUS 260 1 Credit
BASIC CONDUCTING
Quarters: Winter, Spring
Presents fundamental techniques of conducting, including baton fundamentals, rehearsal techniques, and score reading.

Natural Resources

NATR 101 (P/T) 3 Credits
INTRO TO WILDLAND FIRE (FFT2)
Quarters: Summer, Fall, Winter, Spring
Includes S-130, S-190, and L-180 training. Provides entry level firefighter skills, including the primary factors affecting the start and spread of wildfires, and recognition of potentially hazardous situations. Meets the fire behavior training needs of a firefighter type 2 (FFT2) on an incident as outlined in the PMS 310-1.

NATR 102 (P/T) 2 Credits
L-280 FOLLOWERSHIP TO LEADERSHIP
Quarters: Winter, Spring
Offers a self-assessment opportunity for individuals preparing to step into a leadership role. Combines one day of classroom instruction followed by a second day in the field, working through a series of problem solving events. Prerequisites: NATR 101

NATR 103 (P/T) 3 Credits
APPLIED BOTANY
Quarters: Spring
Introduces plant identification. Familiarizes students with basic field characteristics necessary for identifying forest and range plants. Includes terminology, morphology, nomenclature and classification with basic techniques for using plant keys. Introduces ecological concepts and plant relationships. Lab required.

NATR 104 (P/T) 3 Credits
S-290 INTERMEDIATE FIRE BEHAVIOR
Quarters: Winter, Spring
Prepares the prospective supervisor to undertake safe and effective fire management operations. Develops fire behavior prediction knowledge and skills. Discusses fire environment differences. Prerequisites: NATR 101.

NATR 105 (P/T) 3 Credits
FIELD METHODS IN NATURAL RESOURCES
Quarters: Fall
This course serves as an introduction to field work in Natural Resources. Classes will be held largely outside using a variety of field measurement tools and methods used commonly by natural resource professionals in subdisciplines of water resources, wildlife, forestry, cartography, range management, surveying, and other related fields. Lab required

NATR 106 (P/T) 3 Credits

INTRO TO FIRE EFFECTS

Quarters: Fall

Introduces the physical and biological effects of fire on ecosystems. Includes effects on individual plants and animals, range sites, timbered areas, air quality, watersheds, soil, and other related resources. Lab required.

NATR 107 (P/T) 2 Credits

S-260 INTERAGENCY INCIDENT BUS MGT

Quarters: Offered as needed

Provides general training needs for all positions requiring an understanding of interagency incident business management. Prerequisites: NATR 101.

NATR 108 (P/T) 2 Credits

S-270 BASIC AIR OPERATIONS

Quarters: Winter

Discusses aircraft types and capabilities, aviation management and safety for flying and working with agency aircraft, tactical and logistical uses of aircraft, and requirements for helicopter take-off and landing areas. Prerequisites: NATR 101.

NATR 109 (P/T) 2 Credits

S-200 INITIAL ATTACK IC

Quarters: Spring

This course will provide the individual in charge of the initial attack of small non-complex fires, the training needed for size-up, deployment of forces, suppression, mopup, communications, and administrative duties. Prerequisites: NATR101, NATR 104.

NATR 111 (P/T) 5 Credits

INTRO TO NATURAL RESOURCES

Quarters: Fall

The term "Natural Resources" covers a variety of topics and disciplines. This course serves as an introduction to the broad diverse field of natural resources. Each week students will research and study various disciplines within Natural Resources. Much time will be focused on current issues in various fields. Field labs to regional natural resource sites as well as guest lectures will be held weekly. Lab required

NATR 112 (P/T) 2 Credits

GLOBAL POSITIONING SYSTEMS (GPS)

Quarters: Summer, Spring

Acquaints the student with global positioning systems or GPS. Includes what GPS is, its uses, its short-comings, and field experience in the use of the equipment. Lab required.

NATR 115 (P/T) 2 Credits

S-230 CREW BOSS-SINGLE RESOURCE

Quarters: Winter

Produces student proficiency in the performance of duties associated with the single resource boss position from initial dispatch through demobilization to the home unit. Includes operational leadership, preparation and mobilization, assignment preparation, risk management, entrapment avoidance, safety and tactics, offline duties, demobilization, and post incident responsibilities. Prerequisites: NATR 101, NATR 102, NATR 104. Recommended prerequisite: NATR 121.

NATR 116 (P/T) 2 Credits

S-215 FIRE OPERATION WILDLAND/URBAN

Quarters: Spring

Assists structure and wildland firefighters in making tactical decisions when confronting wildland fire that threatens life, property, and improvements, in the wildland/urban interface. Includes size-up, initial strategy, structure triangle, tactics, action assessment, public relations, and followup and safety.

NATR 117 (P/T) 1 Credit

S-231 ENGINE BOSS-SINGLE RESOURCE

Quarters: Winter

Produces student proficiency in the performance of the duties associated with engine boss, single resource, including engine and crew capabilities and limitations, information sources, fire size-up consideration, tactics, and wildland/urban interface. Prerequisites: NATR 101, NATR 104, NATR 115.

NATR 121 (P/T) 1 Credit

S-131 SQUAD BOSS

Quarters: Summer, Fall, Spring

Meets the advanced training needs of the Firefighter Type I (FFT1) in an interactive format. Contains several tactical decision games designed to facilitate learning the objectives. Prerequisites: NATR 101 and one year experience in the field.

NATR 122 (P/T) 2 Credits

S-390 WILDLAND FIRE BEHAVIOR CALC

Quarters: Winter

Introduces fire behavior calculations by manual methods, using nomograms and the Fire Behavior Handbook Appendix B. Examines the determinants of fire behavior through studying inputs (weather, slope, fuels, and fuel moisture). Instructs how to interpret fire behavior outputs, documentation processes, and fire behavior briefing components. Prerequisites: NATR 101, NATR 104, NATR 115.

NATR 123 (P/T) 2 Credits

S-330 TASK FORCE/STRIKE TEAM

Quarters: Winter, Spring

Provides training for the positions of Task Force Leader and Strike Team Leader specific to wildland fire suppression, as outlined in the Wildland Fire Qualification System Guide and the Position Task Books. Prerequisites: NATR 101, NATR 104, NATR 122.

NATR 127 (P/T) 3 Credits

S-336 TACTICAL DECISION MAKING

Quarters: Offered as needed

Provides training requirements for the Operations Section of the Incident Command System. Prerequisites: NATR 101, NATR 104, NATR 115.

NATR 140 (P/T) 4 Credits

MAP USE AND ANALYSIS

Quarters: Winter

Introduces the development, understanding, and practical use of planimetric and topographic maps, along with aerial photographs. Includes map scale, finding distances, directions, and area on maps and photos, and identification of map and photos features. Also introduces application of GPS and GIS in Natural Resource Management. Lab required

NATR 202 (P/T) 3 Credits

S-212 WILDLAND FIRE CHAIN SAWS

Quarters: Spring

Introduces the function, maintenance and use of internal combustion engine powered chain saws, and their tactical wildland fire application. Provides entry level training for firefighters with little or no previous experience in operating a chain saw. Does not constitute certified faller designation. Prerequisites: Qualified FFT2, and current first aid/cpr certification.

NATR 203 (P/T) 2 Credits

S-211 PORTABLE PUMPS AND WATER USE

Quarters: Offered as needed

Consists of three skill areas: supply, delivery and application of water. Requires set up, operation, and maintenance of pump equipment in a field exercise.

NATR 217 (P/T) 3 Credits
INTRO TO WATERSHED MANAGEMENT
Quarters: Spring

Surveys the theory, principles and practices involved before water is utilized for commercial production projects. Studies the microclimate, hydrology, and soil as influenced by the vegetation in relation to the regional variables of climate, geology, topography, and vegetation type and structure. Follows the water from the atmosphere, to the ground, and down the watershed to the area where it can be used for natural resources, industry, recreation, and domestic needs. Lab required.

NATR 221 (P/T) 3 Credits
INTRO TO NATURAL RESOURCE ECOLOGY
Quarters: Fall, Winter

Introduces ecology, including evolution, adaptation, plant and animal distributions, terminology, ecological relationships and interactions individual ecosystems, and global ecological principles. Stresses the ecology of the northwest.

NATR 241 (P/T) 4 Credits
INTRO TO RANGE MANAGEMENT
Quarters: Spring

Introduces the science of range management, including identification, physiology, and ecology of range plants; stocking rate considerations; grazing system selection; range improvement methods; range inventory methods and analysis; and nutrition. Emphasizes range management objectives to provide society with meat, water, wildlife, and recreational opportunities on a sustained basis from lands unsuited for permanent cultivation. Lab required.

NATR 251 (P/T) 3 Credits
OUTDOOR RECREATION MANAGEMENT
Quarters: Winter

Outdoor Recreation Management explores outdoor recreation as a vital aspect of natural resources and land management. Concepts discussed include multiple use management, recreational enterprises, state and federal outdoor recreation agencies, environmental education, and current topics in outdoor recreation. Lab required.

NATR 252 3 Credits
WILDLIFE MANAGEMENT
Quarters: Winter

Introduces the principles of wildlife management and some of the practices and techniques used in controlling wild animal populations. Emphasizes the multiple use concept necessary for natural resource management.

NATR 290 (P/T) 1 Credit
NATURAL RESOURCE FIELD STUDIES CAMP
Quarters: Summer

Introduces students to field work within the Natural Resource discipline. Emphasizes critical thinking in the field, remote working conditions, and teamwork approaches to problem solving. May require multiple days in the field with the potential for adverse weather conditions.

Nursing

NURS 090 8 (P/T) 0 Credit
MEDICATION ASSISTANT
Quarters: Fall

This course leads to eligibility for certification as a Medication Assistant in the state of Oregon, and meets all Oregon State Board of Nursing requirements. Upon completion of the course students will be able to safely, legally, and accurately administer and document medications to clients in appropriate healthcare settings. This course follows the approved OSBN curriculum requirements for Certified Medication Aide in Oregon. Prerequisites: Current Oregon or Idaho Certified Nursing Assistant I certification, 6 months documented full time Certified Nurses Aide I work experience (or equivalent part time experience), criminal background check).

NRS 110 (P/T) 9 Credits
FOUNDATIONS OF NURSING-HEALTH PROMO
Quarters: Fall

Introduces the learner to framework of the OCNE curriculum. The emphasis on health promotion across the life span includes learning about self-health as well as patient health practices. To support self and patient health practices, students learn to access research evidence about healthy lifestyle patterns and risk factors for disease/illness, apply growth and development theory, interview patients in a culturally sensitive manner, work as members of a multidisciplinary team giving and receiving feedback about performance, and use reflective thinking about their practice as nursing students. Populations studied in the course include children, adults, older adults and the family experiencing a normal pregnancy. Includes classroom and clinical learning experiences. The clinical portion of the course includes practice with therapeutic communication skills and selected core nursing skills identified in the OCNE Core Nursing Skills document. Prerequisites: Admission to the Nursing Program.

NRS 111 (P/T) 6 Credits
FOUND OF NURSING: CHRONIC ILLNESS I
Quarters: Winter

Introduces assessment and common interventions (including technical procedures) for patients with chronic illnesses common across the life span in multiple ethnic groups. The patient's and family's "lived experience" of the condition is explored. Clinical practice guidelines and research evidence are used to guide clinical judgments in care of individuals with chronic conditions. Multidisciplinary team roles and responsibilities are explored in the context of delivering safe, high quality health care to individuals with chronic conditions (includes practical and legal aspects of delegation). Cultural, ethical, legal and health care delivery issues are explored through case scenarios and clinical practice. Case exemplars include children with asthma, adolescents with a mood disorder, adults with Type 2 Diabetes, and older adults with dementia. The course includes classroom and clinical learning experiences. Prerequisites: NRS 110

NRS 112 (P/T) 6 Credits
FOUND OF NURSING: ACUTE CARE I
Quarters: Spring

Introduces the learner to assessment and common interventions (including relevant technical procedures) for care of patients across the life span who require acute care, including normal childbirth. Disease/illness trajectories and their translation into clinical practice guidelines and/or standard procedures are considered in relation to their impact on providing culturally sensitive, client-centered care. Includes classroom and clinical learning experiences. Prerequisites: NRS 110

NURS 198 (P/T) 1 Credit
LEARNING LABORATORY
Quarters: Fall, Winter, Spring

Provides opportunity for students to plan independent study and activities each week for completion of specified objectives in the nursing sequence. Co-requisites: NURS 101, 102, 103, 201, 202, 203

NURS 201 (P/T) 9 Credits
NURSING IV
Quarters: Fall

Builds on prior learning of nursing principles with application to the obstetrical, neonate, pediatric, and the acutely ill person with complex health problems. Presents and implements increasingly complex nursing concepts and skills based on the nursing process. Prerequisites: Pass NURS 200 and FNUT 255 with a "C" or better.

NURS 202 (P/T) 9 Credits
NURSING V
Quarters: Winter

Builds on prior knowledge and is based on the nursing process problem solving concepts. Emphasizes nursing care related to patients with mental health disorders and complex physical conditions. Clinical experiences focus on caring for pediatric and adult patients and beginning leadership principles in a variety of community settings. Prerequisites: Pass NURS 201, and WR 123 or SP 111, and PHRC 211 with a "C" or better.

NURS 203 (P/T) 10 Credits
NURSING VI
Quarters: Spring

Builds on prior knowledge and is designed to facilitate synthesis and application of concepts, theories and nursing interventions learned in all previous nursing courses integrating the role of the registered nurse. Based on the nursing process problem solving concepts, the major emphasis is on nursing care relating to more complex, acute health care needs. Nursing interventions for the client with crisis, regulatory and body systems needs are addressed. Priority setting and evaluation in giving care to even larger groups of clients with increasingly complex problems are also emphasized. Other concepts cover leadership principles and the transition from student to graduate in the practice of nursing and as a member of the healthcare team. This course completes the nursing requirement for the Associate of Applied Science Degree in Nursing with the graduate eligible to take the licensing examination for Registered Nurse (NCLEX-RN). Prerequisites: Pass NURS 202 and PHRC 212 and specific elective requirements with a "C" or better.

NRS 221 (P/T) 9 Credits
NURSING IN CHRONIC ILLNESS II AND
Quarters: Offered as needed

This course builds on foundations of nursing in Chronic Illness I. Chronic Illness II expands the student's knowledge related to family care giving, symptom management, and end of life concepts. These concepts are a major focus and basis for nursing interventions with patients and families. Ethical issues related to advocacy, self-determination, and autonomy are explored. Complex skills associated with the assessment and management of concurrent illnesses and conditions are developed within the context of patient and family preferences and needs. Skills related to enhancing communication and collaboration as a member of an inter-professional team and across health care settings are further explored. Exemplars include patients with chronic mental illness and addictions as well as other chronic conditions and disabilities affecting functional status and family relationships. Prerequisites: Completion of First Year of Nursing Curriculum: NRS 110, NRS 111, NRS 112, NRS 230, 231, 232, 233

NRS 222 (P/T) 9 Credits
NURSING IN ACUTE CARE II AND END-
Quarters: Offered as needed

Course builds on Nursing in Acute Care I, focusing on more complex and/or unstable patient care conditions, some of which may result in death. These patient care conditions require strong noticing and rapid decision making skills. Evidence base is used to support appropriate focused assessments, and effective, efficient nursing interventions. Life span and developmental factors, cultural variables, and legal aspects of care frame the ethical decision-making employed in patient choices for treatment or palliative care for disorders with an acute trajectory. Case scenarios incorporate prioritizing care needs, delegation and supervision, and family and patient teaching for either discharge planning or end-of-life care. Exemplars include acute conditions affecting multiple body systems. Prerequisites: Completion of First year of Nursing Curriculum: NRS 110, NRS 111, NRS 112, NRS 230, 231, 232, and 233

NRS 224 (P/T) 9 Credits
INTEGRATIVE PRACTICUM I
Quarters: Offered as needed

Course is designed to formalize the clinical judgments, knowledge and skills necessary in safe, registered nurse practice. Faculty/Clinical Teaching Associates/Student Triad Model provides a context that allows the student to experience the nursing role in a selected setting, balancing demands of professional nursing and lifelong learning. Analysis and reflection throughout the clinical experience provide the student with evaluate criteria against which they can judge their own performance and develop a practice framework. Prerequisites: NRS 110, NRS 111, NRS 112, HRS 230, 231, 232, NRS 221 and NRS 222

NRS 230 (P/T) 3 Credits
CLINICAL PHARMACOLOGY I
Quarters: Winter

Course introduces the theoretical background that enables students to provide safe and effective care related to drugs and natural products to persons throughout the lifespan. It includes the foundational concepts of principles of pharmacology, nonopioid analgesics, and antibiotics, as well as additional classes of drugs. Students will learn to make selected clinical decisions in the context of nursing regarding using current, reliable sources of information, understanding of pharmacokinetics and pharmacodynamics, developmental physiologic considerations, monitoring and evaluating the effectiveness of drug therapy, teaching persons from diverse populations regarding safe and effective use of drugs and natural products, intervening to increase therapeutic benefits and reduce potential negative effects, and communicating appropriately with other health professionals regarding drug therapy. Drugs are studied by therapeutic or pharmacological class using an organized framework. Prerequisites: Anatomy and Physiology Sequence, and Microbiology

NRS 231 (P/T) 3 Credits
CLINICAL PHARMACOLOGY II
Quarters: Spring

Sequel to Clinical Pharmacology I continues to provide the theoretical background that enables students to provide safe and effective nursing care related to drugs and natural products to persons throughout the lifespan. Students will learn to make selected clinical decisions in the context of nursing regarding using current, reliable sources of information, monitoring and evaluating the effectiveness of drug therapy, teaching persons from diverse populations regarding safe and effective use of drugs and natural products, intervening to increase therapeutic benefits and reduce potential negative effects, and communicating appropriately with other health professionals regarding drug therapy. The course addresses additional classes of drugs and related natural products not contained in Clinical Pharmacology I. Prerequisites: NRS 230

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Course Descriptions

NRS 232 (P/T) 3 Credits
PATHOPHYSIOLOGICAL PROCESSES I
Quarters: Winter

Course introduces pathophysiological processes that contribute to many different disease states across the lifespan and human responses to those processes. It includes foundational concepts of cellular adaptation, injury, and death; inflammation and tissue healing; fluid and electrolyte imbalances; and physiologic response to stressors and pain, as well as additional pathophysiological processes. Students will learn to make selective clinical decisions in the context of nursing regarding using current, reliable sources of pathophysiology information, selecting and interpreting focused nursing assessments based on knowledge of pathophysiological processes, teaching persons from diverse populations regarding pathophysiological processes, and communicating with other health professionals regarding pathophysiological processes. Prerequisites: Anatomy and Physiology Sequence, and Microbiology

NRS 233 (P/T) 3 Credits
PATHOPHYSIOLOGICAL PROCESSES II
Quarters: Spring

Sequel to Pathophysiological Processes I continues to explore pathophysiological processes that contribute to disease states across the lifespan and human responses to those processes. Students will learn to make selected clinical decisions in the context of nursing regarding using current, reliable sources of pathophysiology information, selecting and interpreting focused nursing assessments based on knowledge of pathophysiological processes, and communicating with other health professionals regarding pathophysiological processes. The course addresses additional pathophysiological processes not contained in Pathophysiological Processes I. Prerequisites: NRS 111, NRS 230

Office Administration

OA 116 (P/T) 3 Credits
OFFICE PROCEDURES
Quarters: Fall, Spring

Provides the foundation necessary for entry-level employment as an office assistant with exercises that simulate entry-level administrative work situations.

OA 121 (P/T) 3 Credits
KEYBOARDING I

Quarters: Summer, Fall, Winter, Spring
Emphasizes proper techniques of keyboarding through meaningful practice and speed development. Does not include word processing concepts. Lab included.

OA 122 (P/T) 3 Credits
KEYBOARDING II

Quarters: Summer, Fall, Winter, Spring
Applies drills specific to speed building and achieving 60 wpm or better. Does not include word processing concepts. Lab included. Prerequisites: Minimum typing speed of 35 wpm.

OA 124 (P/T) 2 Credits
KEYBOARDING SKILL BUILDING
Quarters: Offered as needed

Emphasizes improvement of proficiency in keyboarding skills (speed and accuracy). Lab included.

OA 131 (P/T) 3 Credits
LEGAL OFFICE PROCEDURES I
Quarters: Winter

Introduces substantive areas of law and legal principles as they pertain to the tasks required of the legal secretary, legal office assistant, or paralegal. Covers law topics, including the law office structure, administrative functions, court structure, civil law, criminal law, and the trial process. Lab included. Prerequisites: OA 201

OA 132 (P/T) 3 Credits
LEGAL OFFICE PROCEDURES II
Quarters: Spring

Continues topics of Legal Office Procedures I. Covers law topics, including probate and estate planning, family law, business organizations, real property, and contract law. Lab included. Prerequisites: OA 131

OA 201 (P/T) 3 Credits
WORD PROCESSING PROCEDURES I
Quarters: Fall, Winter, Spring

Uses Microsoft Word to create and format Word documents using various formatting tools. Covers the skills needed for MOS certification. Lab included. Keyboarding skills recommended.

OA 202 (P/T) 3 Credits
WORD PROCESSING PROCEDURES II
Quarters: Spring

Presents advanced features in Microsoft Word to efficiently produce professional documents. Covers the skills necessary for MOS certification. Lab included. Prerequisites: OA 201 or instructor approval.

OA 225 3 Credits
MACHINE TRANSCRIPTION

Quarters: Winter, Spring
Introduces transcription skills in order to produce mailable business documents efficiently. Emphasizes punctuation, proofreading, and word study. Lab included. Prerequisites: OA 122 with a C- or better.

OA 226 (P/T) 3 Credits
ADVANCED MACHINE TRANSCRIPTION
Quarters: Winter, Spring

Covers legal or medical transcription activities representative of actual transcription done in a legal or medical setting. Prerequisites: OA 201, and a minimum keyboarding speed of 50 wpm or permission of instructor.

OA 240 (P/T) 3 Credits
RECORDS MANAGEMENT

Quarters: Winter, Spring
Focuses on Records Information Management (RIM). Covers terminology, data, employment opportunities, current developments, technology, and legal and ethical concerns in RIM. Includes field trips to selected businesses to provide further emphasis.

OA 290 (P/T) 3 Credits
INTEGRATED OFFICE APPLICATIONS
Quarters: Spring

Provides in-depth, hands on projects with integrated applications and Internet research, including importing/exporting functions of technology and software as they relate to business documents. Emphasizes technical skills and the ability to work in teams. Provides the culminating activity (capstone course) at the end of the associate degree program for Office Administration majors. Lab included.

Pharmacology

PHRC 211 (P/T) 2 Credits
PHARMACODYNAMICS
Quarters: Fall

Builds on the basic concepts and principles of drug related mathematics, administration of medications and actions of classifications of drugs. Designed to provide the nurse with background knowledge necessary to further understanding of actions and effects of drugs on the human body as well as nursing implications. Each course deals with a different group of drug classifications. Co-requisite: NURS 201, or instructor approval.

PHRC 212 (P/T) 2 Credits
PHARMACODYNAMICS
Quarters: Winter, Spring

Continues to build on the basic concepts and principles of drug related mathematics, administration of medications and actions of classifications of drugs. Designed to provide the nurse with background knowledge necessary to further understanding of actions and effects of drugs on the human body as well as nursing implications. Each course deals with a different group of drug classifications. Co-requisite: NURS 202, or instructor approval.

Philosophy

PHIL 101 3 Credits
PHILOSOPHICAL PROBLEMS
Quarters: Fall, Winter, Spring

Introduces the problems and systems of philosophy, including metaphysics, epistemology, ethics, social and political philosophy, and religion. Prerequisites: Pass WR 115 with a "C" or better, or suitable placement score and pass READ 12, or suitable placement score.

Physics

PHYS 201 4 Credits
GENERAL PHYSICS I
Quarters: Fall

Explores classical mechanics, including motion, forces, and energy. Intended for students without a calculus background. Lab required. Prerequisites: MATH 112

PHYS 202 4 Credits
GENERAL PHYSICS II
Quarters: Winter

Explores fluids, elasticity, waves and sound, thermodynamics, and electrostatics. Intended for students without a calculus background. Lab required. Prerequisites: PHYS 201.

PHYS 203 4 Credits
GENERAL PHYSICS III
Quarters: Spring

Explores electric and magnetic theory, electronics, light, and optics. Intended for students without a calculus background. Lab required. Prerequisites: PHYS 202.

PHYS 211 5 Credits
CLASSICAL PHYSICS I
Quarters: Fall

Explores classical mechanics, including motion, forces, and energy. Intended for students with a calculus background. Lab required. Prerequisites: MATH 251 or concurrent enrollment in MATH 251.

PHYS 212 5 Credits
CLASSICAL PHYSICS II
Quarters: Winter

Explores fluids, elasticity, waves and sound, thermodynamics, and electrostatics. Intended for students having a calculus background. Lab required. Prerequisites: PHYS 211 and MATH 251 and 252, or concurrent enrollment in MATH 252.

PHYS 213 5 Credits
CLASSICAL PHYSICS III
Quarters: Spring

Explores electric and magnetic theory, electronics, light, and optics. Intended for students with a calculus background. Lab required. Prerequisites: PHYS 212, and MATH 252, and MATH 253, or concurrent enrollment in MATH 253.

Political Science

POSC 201 3 Credits
AMERICAN GOVERNMENT
Quarters: Fall

Introduces the principles of the American constitutional system, and examines civil liberties, minority rights, and issues of social equality.

POSC 202 3 Credits
AMERICAN GOVERNMENT
Quarters: Winter

Examines issues of public opinion, interest groups, and their impact upon government systems; political party structures; campaigning and elections; the influence of media; and state and local governments.

POSC 203 3 Credits
AMERICAN GOVERNMENT
Quarters: Spring

Examines the three branches of government plus governmental bureaucracies. Analyzes major policy areas of national government.

Psychology

PSYC 101 3 Credits
PSYCHOLOGY OF HUMAN RELATIONS
Quarters: Summer, Fall, Spring

Emphasizes the theory and practice of human relations in the work setting, including self-management skills, role as employee, and effective participation in work groups. Stresses self awareness, awareness of others, managing stress and emotions, building healthy relationships, interpersonal communications, intercultural sensitivity, conflict resolution, and professional behavior.

PSYC 201 3 Credits
GENERAL PSYCHOLOGY
Quarters: Summer, Fall, Winter, Spring

Introduces psychology, discussing biological processes and principles and theories of human behavior. Surveys experimental design, including elementary statistics, tests and measurements. Examines biological, and developmental aspects, including consciousness, senses, and perceptual processes.

PSYC 202 3 Credits
GENERAL PSYCHOLOGY
Quarters: Summer, Fall, Winter, Spring

Stresses memory, thinking, and developmental stages. Discusses theories of intelligence and learning. Surveys psychological processes of language and thought, motivation, emotion, and primary theories of human growth and development. Prerequisites: PSYC 201, or BIOL 101.

PSYC 203 3 Credits
GENERAL PSYCHOLOGY
Quarters: Summer, Fall, Spring

Stresses abnormal psychology and social psychology. Discusses theories of personality adjustment, abnormal psychology, psychological intervention, stress, conflict, and social psychology. Prerequisites: PSYC 201, or BIOL 101.

PSYC 235 3 Credits
INTRO TO HUMAN DEVELOPMENT I
Quarters: Summer, Fall, Winter

Discusses theoretical perspectives, and physiological, social, and psychological forces that impact the stages of human development from conception through late childhood. Prerequisites: PSYC 201, or BIOL 101.

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PSYC 236 3 Credits
INTRO TO HUMAN DEVELOPMENT II
Quarters: Summer, Fall, Winter, Spring
Discusses theoretical perspectives, and physiological, social, and psychological forces that impact the stages of human development from adolescence through late adulthood. Discusses special topics pertaining to those stages in life.
Prerequisites: PSYC 201, or BIOL 101.

PSYC 237 4 Credits
SEASONS OF LIFE
Quarters: Summer, Fall, Winter, Spring
Focuses on the concept that development is a lifelong process, beginning at conception and continuing into late adulthood. Considers human development as influenced by three "clocks": the biological clock, the social clock, and the psychological clock. Prerequisites: PSYC 201, or BIOL 101.

Reading

READ 011 3 Credits
READING IMPROVEMENT
Quarters: Fall, Winter, Spring
Includes vocabulary development and comprehension skills basic to effective reading and necessary for the pursuit of a college education. Prerequisites: Suitable placement score.

READ 012 3 Credits
DEVELOPMENTAL READING
Quarters: Summer, Fall, Winter, Spring
Emphasizes study strategies and thinking skills for the purpose of increasing comprehension and retention of college textbooks. Explores library resources. Emphasizes vocabulary building. Includes reading assignments requiring written responses and reflections. Prerequisites: Pass READ 11 or suitable placement score.

READ 091 1 Credit
INDEPENDENT READING SKILLS
Quarters: Summer, Fall, Winter, Spring
Students will use the online reading program Reading Plus to build reading skills at their individual pace. This program will individually assess student reading skills, identify skill deficiencies, create an individualized program of skill practice to address those deficiencies, and monitor student performance in specific skill areas as they progress through the program. Students will need to complete 45 lessons for this course.

READ 092 2 Credits
INDEPENDENT READING SKILLS
Quarters: Summer, Fall, Winter, Spring
Students will use the online reading program Reading Plus to build skills at their individual pace. This program will individually assess student reading skills, identify skill deficiencies, create an individualized program of skill practice to address those deficiencies, and monitor student performance in specific skill areas as they progress through the program. Students will need to complete 90 lessons.

Religion

R 201 3 Credits
EASTERN RELIGIONS
Quarters: Fall
This course uses critical reading, thinking, writing, and discussion to examine the history, evolution, ideology, philosophy, sacred practices, and rituals of the dominant and lesser known religions in the Eastern tradition, including Hinduism, Buddhism, Taoism, Shinto, and Jainism.. Prerequisites: Pass WR 115 with a "C-" or better, or suitable placement score.

R 202 3 Credits
WESTERN RELIGIONS
Quarters: Winter
This course uses critical reading, thinking, writing, and discussion to examine the history, evolution, ideology, philosophy, sacred practices, and rituals of the dominant and lesser known religions in the Western tradition, including Judaism, Christianity, Islam, and Zoroastrianism. Prerequisites: Pass WR 115 with a "C-" or higher, or a suitable placement score.

R 203 3 Credits
AMERICAN RELIGIONS
Quarters: Spring
This course uses critical reading, thinking, writing, and discussion to examine the history, evolution, ideology, philosophy, sacred practices, and rituals of the dominant and lesser known religions in the American tradition, including Mayan religion, Native American religions, Puritanism, LDS, Scientology, and others. Prerequisites: Pass WR 115 with a "C-" or higher, or a suitable placement score.

Renewable Energy Technology

RET 103 (P/T) 3 Credits
MECHANICAL SYSTEMS
Quarters: Fall, Winter
This course focuses on learning the fundamentals of mechanical power. Students learn common mechanical components from nuts and bolts to gears, gear boxes, shafts, and bearings. Students perform common mechanical tasks, and learn to fine tune drive systems involving belts, chains, etc. This course demonstrates the importance of lubrication in maintaining gears and other movable parts, and emphasizes operations to reduce friction and wasted motion, which are major contributors to energy inefficiency. Students become acquainted with basic machine design, fabrication techniques and electrical/mechanical machine.

RET 104 (P/T) 3 Credits
ELECTRICAL TROUBLESHOOTING I
Quarters: Summer, Fall, Winter
DC and AC electrical theory, definitions, basic component identification and analysis of polarity, series, parallel and combination circuits, direct current devices and batteries and their use in renewable applications. Emphasis is placed on practical application, troubleshooting and problem solving. Students learn to troubleshoot common electrical problems in industry, such as low voltage, high voltage, open circuits, high resistance shorts to ground, and current/voltage unbalance. Emphasis is on prevention of electrical energy waste.

RET 106 (P/T) 2 Credits
INTRO TO GREEN TECHNOLOGIES
Quarters: Winter
Students will be introduced to economic and environmental considerations for selecting appropriate green technologies and techniques to compare technology options. Technologies in the areas of energy production, transportation, electrical systems, building systems, and agriculture will be examined. Emphasis will be on identifying and selecting appropriate and cost-effective tools and technology solutions across multiple industries and sustainable decision making.

RET 107 (P/T) 3 Credits
ELECTRICAL SYSTEMS TROUBLESHOOT II
Quarters: Winter, Spring

This course covers the theory and application of magnetism, electromagnetism, the generation of electromotive force, AC and DC motor principles, transformer theory, types and applications. Students are introduced to electrical control circuits and the operation of a transistor. Students build on basic techniques and learn systematic troubleshooting methods and procedures to solve process problems. Analyzing motor control schematics and using advanced digital multi meters are stressed. Emphasis is on prevention and correction of energy wasting problems. Prerequisites: RET 104

RET 108 (P/T) 4 Credits
BUILDING/HVAC/R SYSTEMS

Quarters: Winter
Basic principles of building and HVAC/R science and operations to assess and improve energy efficiency, monitor health and safety conditions, with an emphasis on a system analysis approach to inspection. Analyze interconnected systems, including the building envelope, foundation, walls, roof, doors, windows, and HVAC/R systems. Students will use diagnostic equipment to analyze the effectiveness of the building HVAC/R systems to maximize energy performance, comfort, efficiency, safety and durability. Emphasis on the HVAC/R ducting and digital controls (DDC) systems as an aid in troubleshooting and promoting energy efficiency, and indoor air quality. Will include, taking pressures, identifying refrigerants, recovering and recycling refrigerant, evacuating and charging refrigeration systems. Students will observe applicable safety precautions and EPA regulations.

RET 109 (P/T) 3 Credits
HVACR SYSTEMS OPERATIONS

Quarters: Offered as needed
Students will learn the concepts of the basic operations of various heating and cooling systems for commercial and residential applications. This course focuses on maintenance and service procedure for initial tuning of HVACR systems for energy efficiency. Practical application of skills include: taking pressures, identifying refrigerants, recovering and recycling refrigerant, evacuating and charging refrigeration systems. Also included are all applicable safety precautions and EPA governed environmental regulations. Energy efficiency will be emphasized.

RET 111 (P/T) 2 Credits
PREVENTIVE MAINT/ENERGY CONSERVATIO

Quarters: Fall, Spring
Examines the development and implementation of a preventive maintenance program using proven actions and procedures and common computer software. Students will learn how to design, construct, and maintain industrial transfer systems. The emphasis of this course is the application of preventive maintenance strategies to green technology and efficiency.

RET 112 (P/T) 3 Credits
CONTROL SYSTEMS

Quarters: Spring
Students will learn fundamentals of programmable logic control (PLC) operation, and troubleshooting. Variable speed drive operation and programming is covered as are process control principles for temperature and flow. Emphasis is on understanding of control for efficiency.

RET 113 (P/T) 4 Credits
FLUID POWER

Quarters: Spring
Use of various forms of fluids to produce power and to do mechanical work. Basics of hydropower systems such as design types, systems, and suitability. Students will do a site investigation, measure head pressure, flow rate, calculate the power contained in moving water, and investigate the fundamental principles and operations of hydraulic and pneumatic systems. Includes schematics, troubleshooting, maintenance, and components of systems such as pumps, valves, cylinders, and motors. Emphasis will be on operation of fluid power systems for energy savings and pollution controls. Prerequisites: AET 211

RET 120 (P/T) 3 Credits
GEOTHERMAL TECHNOLOGY

Quarters: Spring
Introduction to high- and low-temperature geothermal technology. Students will learn design concepts for direct geothermal heating and cooling systems, as well as the fundamentals of geothermal electric power generation.

RET 201 (P/T) 4 Credits
PHOTOVOLTAIC I

Quarters: Fall
Introduces basic concepts of photovoltaics such as history, key features, terminology, and solar energy fundamentals. As well as, basic photovoltaic module fundamentals, inverters, and control systems.

RET 202 (P/T) 4 Credits
PHOTOVOLTAIC II

Quarters: Spring
Teaches students how to size PV systems, design PV system, electrical systems and mechanical systems. It also teaches PV system analysis and troubleshooting.

RET 204 (P/T) 3 Credits
ENERGY AUDITS

Quarters: Spring
This course leads students through a step by step process on how to do energy audits for residential, commercial, and industrial property.

RET 205 (P/T) 3 Credits
SOLAR THERMAL

Quarters: Winter
This class instructs students to properly design a solar thermal application for residential, commercial, or industrial application. Prerequisites: RET 201

RET 210 (P/T) 3 Credits
GRANT WRITING

Quarters: Spring
This class instructs students where to find information about grants and incentives for renewable energy programs. It also instructs students on the process of writing and filling out forms for grants and incentives. Corequisite: WR 101

Social Work

SOWK 111 3 Credits
INTRO TO SOCIAL WORK

Quarters: Fall
Introduces the profession of social work, surveying the professional knowledge, skills, values, and ethics applicable for generalist social work practices. Reviews the historical, philosophical, educational, and social dimensions of the profession. Considers various fields of social work practice and their unique attributes, including income levels of each. Places special emphasis on rural areas. Recommended Co-requisite: SOWK 280.

SOWK 220 3 Credits
SOCIAL WELFARE SYSTEM AND POLICY

Quarters: Spring
Addresses the historical impact and current delivery of social services to people of poverty, people of color, elderly, women, homosexuals, and persons with mental and or physical disabilities, recognizing the fundamental duty of the social work profession to promote social equity and justice. Traces the historical evolution of the American social service delivery system, and examines development of policies as they relate to societal values. Prerequisites: SOWK 111 or instructor approval.

Sociology

SOC 204 3 Credits
GENERAL SOCIOLOGY
Quarters: Summer, Fall, Winter, Spring
Presents basic theories, concepts, and processes involved in scientific study of society, including culture, socialization, social structure, social interaction, and formal organizations.

SOC 205 3 Credits
GENERAL SOCIOLOGY
Quarters: Summer, Fall, Winter
Examines deviance. Studies social stratification, issues of social class, gender, racial and ethnic groups, the elderly, and collective behavior.

SOC 206 3 Credits
GENERAL SOCIOLOGY
Quarters: Fall, Winter, Spring
Applies sociological analysis of social change and trends in the family, religion, education, economics, politics, and medicine.

SOC 210 3 Credits
MARRIAGE/FAMILY/INTIMATE RELATIONS
Quarters: Fall
Presents sociological analyses of topics which may include romantic love, sexual patterns, courtship and dating, intimate relationships, divorce, widowhood, remarriages, family systems in other cultures, family systems in America, current changes, and prospects for the future. Guides students into ways of coping better in their own relationships.

Spanish

SPAN 101 4 Credits
1ST YEAR SPANISH I
Quarters: Summer, Fall, Winter, Spring
Introduces the language and culture of Spanish speaking countries. Develops all four language components: speaking, listening, reading and writing. Emphasis on communicative proficiency.

SPAN 102 4 Credits
1ST YEAR SPANISH II
Quarters: Fall, Winter, Spring
Introduces the language and culture of Spanish speaking countries. Develops all four language components: speaking, listening, reading and writing. Emphasis on communicative proficiency. Prerequisites: SPAN 101 or Instructor permission.

SPAN 103 4 Credits
1ST YEAR SPANISH III
Quarters: Spring
Introduces the language and culture of Spanish speaking countries. Develops all four language components: speaking, listening, reading and writing. Emphasis on communicative proficiency. Prerequisites: SPAN 102 or Instructor permission.

SPAN 201 4 Credits
2ND YEAR SPANISH I
Quarters: Fall
Continues the review and expansion of vocabulary, grammar, conversation and composition. Introduction to cultural and literacy readings. Prerequisites: two years high school spanish, SPAN 103 or Instructor permission.

SPAN 202 4 Credits
2ND YEAR SPANISH II
Quarters: Winter
Continues the review and expansion of vocabulary, grammar, conversation and composition. Introduction to cultural and literacy readings. Prerequisites: SPAN 201.

SPAN 203 4 Credits
2ND YEAR SPANISH III
Quarters: Spring
Continues the review and expansion of vocabulary, grammar, conversation and composition. Introduction to cultural and literacy readings. Prerequisites: SPAN 202.

Speech

SP 111 3 Credits
FUNDAMENTALS OF SPEECH
Quarters: Summer, Fall, Winter, Spring
Instructs students to prepare and deliver a series of speech projects, including at least one video-taped speech. Provides critiques by the speaker, class members, and instructor. Prerequisites: Pass WR 95 with a C- or better, or suitable placement score.

SP 112 3 Credits
PERSUASIVE SPEECH
Quarters: Offered as needed
Provides students an understanding of the persuasive communication process in order to make more persuasive presentations and better understand persuasive mechanisms in the issues they encounter. Prerequisites: Pass WR 95 with a C- or better, or suitable placement score.

SP 219 3 Credits
SMALL GROUP DISCUSSION
Quarters: Fall, Winter, Spring
Stresses skill building and theory in decision making, goal setting, presentation planning, and knowledge of group process. Assists students in using effective small group techniques in a variety of settings. Prerequisites: Pass WR95 with a C- or better, or suitable placement score.

Structural Fire Science

SFS 101 (P/T) 4 Credits
PRINCIPLES OF EMERGENCY SERVICES
Quarters: Fall, Spring
History and philosophy of services. Includes responsibility in the community, roles and responsibilities of paramedics and firefighters, an overview of the ICS system, and the organization and function of emergency services agencies and allied organizations education and certification. Awareness and identification of hazardous materials, emergency services apparatus fire behavior, detection and protection system and survey of professional career opportunities and requirements and resume development. Upon completion of courses, student is eligible for FESHE/FEMA/NFA certificate.

SFS 110 (P/T) 3 Credits
FIRE BEHAVIOR AND COMBUSTION
Quarters: Winter, Spring
This course explores the theories and fundamentals of how and why fires start, spread, and are controlled. Upon completion of courses, student is eligible for FESHE/FEMA/NFA certificate

SFS 151 (P/T) 3 Credits
FIRE INCIDENT RELATED EXPERIENCE I
Quarters: Fall, Spring
Fire incident related standards that fulfill the requirements of OSHA and the Department of Public Safety Standards and Training for Entry-Level Firefighter.

SFS 152 (P/T) 3 Credits
FIRE INCIDENT RELATED EXPERIENCE II
Quarters: Winter, Spring

Large-diameter hose uses, attack hose procedures, ICS and passport information, firefighter responsibilities, and ISI SCBA procedures. Includes SCBA use under extreme working loads, refilling SCBA bottles, use of cascade systems, live-fire attack practices, salvage operations, overhaul practices, fire cause investigation, the firefighter's responsibility, district familiarization, map book use, radio procedures, driving laws and practices, power tool operation and maintenance, ventilation principles, and vertical ventilation. Includes a practicum for Driver certification and driving portions of Pumper Operator. Prerequisites: SFS 151

SFS 153 (P/T) 3 Credits
FIRE INCIDENT RELATED EXP III
Quarters: Spring

Practicum to function safely and effectively as an integral member of a firefighting team and successfully pass testing for IFSAC Firefighter I. Includes a practicum for "Driver" and "Pumper Operator" certification. Students completing the course will take written and task performance tests for "Driver" certification. Prerequisites: SFS 151 and SFS 152.

SFS 158 (P/T) 3 Credits
FIRE PUMPS AND WATER SUPPLY
Quarters: Winter, Spring

Theory of pump operation and scope of water supply. Types and features of various pumps, practical operation of fire pumps and accessories. Includes drafting, preplanning of hydrant and tanker operations, hydraulic calculations, water supply requirements source options, and delivery systems. This course is designed to meet the competencies as set forth by DPSST for Firefighter II and Pumper Operator. Prerequisites: SFS 151 and 152 and MATH070, or instructor permission.

SFS 166 (P/T) 1 Credit
FIREFIGHTERS LAW
Quarters: Offered as needed

Covers the legal responsibilities and rights of firefighters in driving, inspection, emergency operations, communication and fire prevention. Includes firefighter's rights as a civil service employee.

SFS 169 (P/T) 3 Credits
FIRE DEPARTMENT LEADERSHIP
Quarters: Fall

Role of fire service leaders in managing the daily operations of a fire company. Covers leadership concepts such as types of supervisors, including attitude, cooperation, individual differences, motivation, and communications as part of the management cycle.

SFS 171 (P/T) 3 Credits
FIRE PROTECTION SYSTEMS
Quarters: Spring

Types, uses, and care of portable fire extinguishers. Includes sprinklers and special extinguishing systems, standpipe systems, systems designed to detect and report fires, and fire pumps. Upon completion of courses, student is eligible for FESHE/FEMA/NFA certificate.

SFS 172 (P/T) 3 Credits
INTERNATIONAL FIRE CODES
Quarters: Fall, Spring

Interprets the International Building Code, International Fire Code, State Fire Marshal Fire Safety Regulations and related Oregon and Idaho revised statutes, N.F.P.A., and other codes relating to fire prevention and life safety.

SFS 210 (P/T) 3 Credits
PRINCIPLES OF FIRE AND EMERGENCY
Quarters: Fall

This course introduces the basic principles and history related to the National Firefighter Life Safety Initiatives, focusing on the need for cultural and behavior change throughout the emergency services. Upon completion of courses, student is eligible for FESHE/FEMA/NFA certificate.

SFS 217 (P/T) 1 Credit
FIRE DEPARTMENT BUDGETS
Quarters: Offered as needed

Outlines the budgeting process as required by Oregon and Idaho laws to include types of budgets, the process of preparing a budget, and classifying expenditures.

SFS 260 (P/T) 3 Credits
FIRE PREVENTION
Quarters: Fall, Winter

History and philosophy of fire protection through review of life and property loss statistics, case studies of fire protection agencies, current and future fire protection problems, and fire prevention laws and regulations. Develops an awareness of, and positive attitude toward fire prevention as a method of accomplishing the fire department mission. Upon completion of courses, student is eligible for FESHE/FEMA/NFA certificate.

SFS 261 (P/T) 3 Credits
FIRE INCIDENT RELATED EXP IV
Quarters: Fall

Introduces additional skills and provides a practicum to function safely and effectively as an integral member of a firefighting team and successfully pass testing for NFPA. Prerequisites: SFS 153

SFS 262 (P/T) 3 Credits
FIRE INCIDENT RELATED EXP V
Quarters: Winter

Introduce new skills and provides a practicum for NFPA Firefighter II, Driver, and Pumper Operator certifications. Assists with entering the job market and in becoming more successful in competitive fire service entry processes. Prerequisites: SFS 261

SFS 263 (P/T) 3 Credits
FIRE INCIDENT RELATED EXP VI
Quarters: Spring

Includes skills and provides a practicum for NFPA Firefighter II, Driver, and Pumper Operation certifications. Prepares students for entering the job market and assists them in becoming more successful in competitive fire service entry processes. Introduces contemporary issues regarding the furnishing of emergency services. Students completing the course will take written and task performance tests for NFPA Firefighter II. Prerequisites: SFS 262

SFS 284 (P/T) 3 Credits
PUBLIC INFO FOR THE FIRE SERVICE
Quarters: Offered as needed

Provides students with the ability to identify public and proprietary information to form media releases and develop and maintain positive relations with media representatives. Prerequisites: WR 121

Welding

WELD 102 (P/T) 3 Credits

PIPE WELDING

Quarters: Spring

Designed for the student seeking employment in the welding industry where pipe welding is a major component. The student will be introduced to pipe layout and fitting techniques. The student will then apply their welding skills to produce welds in the 2G, 5G, and 6G positions to industry standards. Prerequisites: WELD 150, WELD 160, WELD 120, WELD 103, or instructor approval.

WELD 103 (P/T) 5 Credits

SHIELDED METAL ARC WELDING II

Quarters: Fall, Winter, Spring

Instruction given in the selection and use of Shielded Metal Arc Welding (SMAW) equipment and in the basic techniques of safely welding ferrous metal in the five American Welding Society defined joint configurations and in the flat, horizontal, vertical and overhead positions. Included is the selection and use of mild steel electrodes. Prerequisites: WELD 150, or instructor approval

WELD 104 (P/T) 3 Credits

GAS METAL ARC WELDING

Quarters: Fall, Winter

Instruction given in the selection and use of Gas Metal Arc Welding (GMAW) equipment and in the basic techniques of safely welding ferrous and non-ferrous metals in the five American Welding Society defined joint configurations and in the flat, horizontal, vertical and overhead positions. Prerequisites: WELD 160, or instructor approval

WELD 105 (P/T) 2 Credits

ADVANCED PIPE WELDING

Quarters: Spring

Designed for the student to improve and expand the skills learned in WELD 102. The focus will be on welded joints requiring multiple welding processes to complete. Prerequisites: WELD160, WELD 102, or instructor approval

WELD 106 (P/T) 3 Credits

FLUX CORED ARC WELDING

Quarters: Fall, Winter, Spring

Instruction given in the selection and use of Flux Cored Arc Welding (FCAW) equipment and in the basic techniques of safely welding ferrous and metal in the five American Welding Society defined joint configurations and in the flat, horizontal, vertical and overhead positions. Proper electrode selection will be covered. Prerequisites: WELD 160, or instructor approval

WELD 120 (P/T) 3 Credits

WELDING SYMBOLS AND PRINT READING

Quarters: Fall, Winter

Designed to give the student an introduction to the basic concepts of industrial drawing systems used in the fabrication and erection of welded components. Emphasis is placed upon the application and understanding of welding symbols.

WELD 130 (P/T) 2 Credits

PERFORMANCE WELDING-OAW

Quarters: Fall, Winter, Spring

Performance Welding-OAW is designed for the student who needs to develop a higher level of manipulative skill proficiency then obtained in WELD 150. Prerequisites: WELD 150, or instructor approval

WELD 131 (P/T) 2 Credits

PERFORMANCE WELDING-SMAW

Quarters: Fall, Winter, Spring

Performance Welding-SMAW is designed for the student who needs to develop a higher level of manipulative skill proficiency then obtained in WELD 150 or WELD 103. Prerequisites: WELD 150, or instructor approval

WELD 132 (P/T) 2 Credits

PERFORMANCE WELDING-GMAW

Quarters: Winter, Spring

Performance Welding-GMAW is designed for the student who needs to develop a higher level of manipulative skill proficiency then obtained in WELD 160 or WELD 104. Prerequisites: WELD 160, or instructor approval

WELD 133 (P/T) 2 Credits

PERFORMANCE WELDING-FCAW

Quarters: Fall, Winter, Spring

Performance Welding-FCAW is designed for the student who needs to develop a higher level of manipulative skill proficiency then obtained in WELD 160, or WELD 105. Prerequisites: WELD 160, or instructor approval

WELD 134 (P/T) 2 Credits

PERFORMANCE WELDING-GTAW

Quarters: Fall, Winter, Spring

Performance Welding-GTAW is designed for the student who needs to develop a higher level of manipulative skill proficiency then obtained in WELD160. Prerequisites: WELD 160 or instructor approval

WELD 135 (P/T) 2 Credits

PERFORMANCE WELDING-CODE PRACTICAL

Quarters: Fall, Winter, Spring

Performance welding-Code Practical Plate is designed for the student who needs to develop a higher level of manipulative skill in preparation for a practical weld qualification test. Prerequisites: WELD 103, or instructor approval

WELD 136 (P/T) 2 Credits

PERFORMANCE WELDING-CODE PRACTICAL

Quarters: Fall, Winter, Spring

Performance Welding-Code Practical Pipe is designed for the student who needs to develop a higher level of manipulative skill proficiency then obtained in WELD 102. Prerequisites: WELD 102 or instructor approval

WELD 150 (P/T) 5 Credits

BASIC WELDING I

Quarters: Fall, Winter, Spring

Entry level class that covers safety and a basic knowledge of the setup and operation of the followings processes. Oxy-Acetylene Welding (OAW), Oxy-Acetylene Cutting (OAC), Plasma Arc Cutting (PAC), Air Carbon Arc Cutting (CAC-A) and Shielded Metal Arc Welding (SMAW).

WELD 160 (P/T) 5 Credits

BASIC WELDING II

Quarters: Fall, Winter

Designed to give the student a basic knowledge and ability to safely set up and operate the Gas Metal Arc Welding (GMAW), Flux Cored Arc Welding (FCAW), and Gas Tungsten Arc Welding (GTAW) processes.

WELD 170 (P/T) 4 Credits

ADVANCED WELDING PROCESSES

Quarters: Offered as needed

Covers the knowledge and skills necessary for set-up, adjustment, and operation of the welding processes for tungsten inert gas weld, and AMI Model 207 microprocessor for fusion welding of tube and pipe.

WELD 190 (P/T) 5 Credits

WELDING CODES, PROCEDURE AND INSPECTI

Quarters: Spring

Design to give the student a working knowledge of code sections and how they apply to the welding industry. Inspection requirements will be covered and applied to the student's practical weld test. Prerequisites: WELD 150, WELD 160, WELD 103, WELD 105 or instructor approval

WELD 296 (P/T) 4 Credits
WELDING FABRICATIONS PRACTICES
Quarters: Winter, Spring
Instruction in fabrication techniques including blueprint reading, layout tools, material lists, time management, job cost calculations, measuring, fitting, cutting, and welding. Beginning projects will be assigned. Prerequisites: WELD 150, WELD 160, or instructor approval

WELD 297 (P/T) 2 Credits
WELDING FABRICATION PRACTICES II
Quarters: Winter, Spring
Students will be assigned intermediate fabrication projects based on skills acquired in WELD296 Welding Fabrication Practices. Prerequisites: WELD 296, or instructor approval

WELD 298 (P/T) 2 Credits
WELDING FABRICATION PRACTICES III
Quarters: Winter, Spring
Students will be assigned advanced fabrication projects based on skills acquired in WELD 296 Welding Fabrication Practices, and WELD 297 Welding Fabrication Practices II. Prerequisites: WELD 297, or instructor approval

Writing

WR 080 3 Credits
ESSENTIAL BASICS OF COLLEGE WRITING
Quarters: Fall, Winter, Spring
This course teaches sentence syntax and basic writing skills needed for the pursuit of a college education. The parts of speech, subject/verb agreement, and basic sentence patterns will be reviewed. Students will learn the four sentence types as well as rules for punctuation, capitalization and spelling. Also, students will learn and use the writing process. Prerequisites: Appropriate college placement score

WR 089 4 Credits
BASIC WRITING ENGLISH LANGUAGE LE
Quarters: Offered as needed
This course teaches sentence syntax and basic writing skills needed for the pursuit of a college education. The parts of speech, subject/verb agreement, and basic sentence patterns will be reviewed. Students will learn the four sentence types as well as rules for punctuation, capitalization and spelling. Also, students will learn and use the writing process. Prerequisites: Appropriate college placement score and minimum CASAS reading and FWA writing scores

WR 090 3 Credits
FUNDAMENTALS OF COMPOSITION
Quarters: Summer, Fall, Winter, Spring
Develops basic writing skills such as sentence structure, grammar, and punctuation used in paragraph structure. Prerequisites: Pass WR 40 or suitable placement score.

WR 095 3 Credits
ENGLISH COMPOSITION
Quarters: Summer, Fall, Winter, Spring
Emphasizes basic grammar, punctuation, sentence structure, and paragraph development necessary for effective college-level writing. Prerequisites: Pass WR 90 with a "C-" or better, or suitable placement score.

WR 101 (P/T) 3 Credits
WORKPLACE COMMUNICATIONS I
Quarters: Spring
Assists students to develop effective communication skills in the work place by preparing and presenting documents such as resumes, letters, memos, short reports, instructions, and proposals. Designed for students in professional technical programs. Not designed to transfer. Prerequisites: Pass WR 095 with a "C-" or better, or suitable placement score.

WR 115 3 Credits
INTRO TO COLLEGE WRITING
Quarters: Summer, Fall, Winter, Spring
Develops the students' critical thinking skills and emphasizes basic competence in grammar, mechanics, sentence structure, with particular attention to unified writing, and coherent essays. Prerequisites: Pass WR 95 with a "C-" or better, or suitable placement score and pass READ 12, or suitable placement score.

WR 121 3 Credits
ENGLISH COMPOSITION
Quarters: Summer, Fall, Winter, Spring
Teaches students to write focused, logically organized, and well-transitioned academic essays on a variety of topics, including literature. Emphasizes critical thinking, reading, and writing with close attention to development strategies, identification of purpose, and revision. Reviews grammar, punctuation, and style. Prerequisites: Pass WR 115 with a "C-" or better, or suitable placement score and pass READ 12, or suitable placement score.

WR 122 3 Credits
ENGLISH COMPOSITION
Quarters: Summer, Fall, Winter, Spring
Continues the goals of WR 121 and examines the logical means of developing ideas in argumentative essays. Emphasizes the identification, analysis, and evaluation of argumentative elements, audience, and style. Selecting, evaluating, and documenting sources will also be stressed. Prerequisites: Pass WR 121 with a "C-" or better.

WR 123 3 Credits
ENGLISH COMPOSITION
Quarters: Summer, Fall, Winter, Spring
Assists students in using successful steps for the research process, including formulating research proposals, using effective search strategies, analyzing and evaluating sources, and demonstrating mastery of documentation. Emphasis is on writing a lengthy research paper which will support an argumentative thesis using appropriate rhetorical strategies, applicable evidence, and effective language. Prerequisites: Pass WR 122 with a "C-" or better.

WR 227 3 Credits
TECHNICAL REPORT WRITING
Quarters: Summer, Spring
Applies principles of composition in writing technical and business reports. Covers information gathering, organization techniques, and graphic presentation. Includes oral and written presentation techniques, and emphasizes the use of technology. Prerequisites: Pass WR 122 with a "C-" or better.

WR 241 3 Credits
INTRO TO IMAGINATIVE WRITING
Quarters: Fall
Explores reading and writing some of the major varieties of imaginative, or "creative", writing. Focus: reading and writing short fiction. Prerequisites: Pass WR 115 with a "C-" or better, or suitable placement score and pass READ 12, or suitable placement score.

WR 242 3 Credits
INTRO TO IMAGINATIVE WRITING
Quarters: Winter
Explores the reading and writing of three of the major varieties of imaginative, or "creative", writing. Focus: reading and writing creative nonfiction. Prerequisites: Pass WR 115 with a "C-" or better, or suitable placement score and pass READ 12, or suitable placement score.

Treasure Valley Community College

Course Descriptions

WR 243 3 Credits
INTRO TO IMAGINATIVE WRITING
Quarters: Spring

Explores the reading and writing of three of the major varieties of imaginative, or "creative", writing. Focus: reading and writing poetry. Prerequisites: Pass WR 115 with a "C-" or better, or suitable placement score and pass READ 12, or suitable placement score.

Administration

Dana Young - President; MA Portland State University
Rachel Anderson - Vice President of Academic Affairs; PhD Washington State University
Randy Griffin - Vice President of Administrative Service; AS Treasure Valley Community College, BA Eastern Oregon State College
Paul Kraft - Vice President of Student Affairs; BS Northern State University, MS Northern State University, Ed.D Montana State University

Faculty and Staff

Janell Abston - Custodial Operations Coordinator; AA Treasure Valley Community College
Pamela Adams - SRCI ABSD Instructor; MEd University of Idaho
Jeffrey Agosta - Database Support Specialist; AAS College of Southern Idaho, BS Idaho State University
Jennifer Ainsworth - CBWCL Secretary/ AHA Program Coordinator
Edward Alves - SRCI Director of Correctional Education; BS Arizona State University, MA-Ed University of Phoenix
Dawnita Anderson - Student Services Center Frontline Supervisor/Asst Coach Cross Country
Marsha Armstrong - Nursing Chair; AS Southern Oregon University, MN Oregon Health Sciences University
Edwin Aronson - Athletic Director; BS Boise State University
Bernie Babcock - Physical Plant/Housing Director; AA Treasure Valley Community College, BS Eastern Oregon State College
Lauri Babcock - SRCI Educational Diagnostician; AA Treasure Valley Community College, BS Eastern Oregon University, MA Liberty University
Kent Banner - Business Instructor; BA Brigham Young University, MBA Portland State University
Theresa Basford - Director of CTE and Special Projects; AAS Treasure Valley Community College, AA Treasure Valley Community College, BS Eastern Oregon University, MS Capella University
Darin Bell - Accounting Assistant; BS BYU-Hawaii, MBA Eastern Oregon University, CPA Oregon Board of Accountancy
Candace Bell - Bookstore Clerk
Suzanne Bergam - Financial Aid Advisor
Wade Black - Horse Production Instructor; BS, MS Montana State University
Rebecca Blankenbaker - Athletics Secretary
Suzanne Bolyard - Developmental Ed Reading/Writing Instructor; BM University of Oregon, MTE Eastern Oregon University
Greg Borman - Math Instructor; BS California State University Chico, MS University of Idaho
Terry Bowers - LMS Administrator; BA Devry University
Jessica Breidinger - Criminal Justice/Social Science Instructor; BS Eastern Oregon University, MA Amridge University
Kaitlin Brookshire - Advising Specialist; BA Willamette University
Ricardo Buenrostro - Advising Specialist; BA University of Idaho
Carol Buttice - Academic Advising Coordinator; AA Treasure Valley Community College, BS Eastern Oregon University
Kevin Campbell - Industrial Education Instructor; AS Antelope Valley College
Debra Cant - Adult Basic Education Math Instructor; AA Oregon Institute of Technology, BS Oregon State University, BS Eastern Oregon University, MEd University of Idaho
Scott Carpenter - Informational Technical Director; AS Grossmont Community College, BS American Sentinel Online
Justin Core - Student Programs Director; BS Eastern Washington University, MA George Fox University

Merry Crawford - Caldwell Ctr Chukar Den Manager
Angela Dahlin - English Instructor; MA Oregon State University
Linda Dart - Office Assistant; NA Humboldt State University, AA College of the Redwoods, Cert S. Lake Tahoe Community
Vern Davis - SRCI Construction Tech Prgrm Assist
Lori Delehant - Accounts Receivable/Agency Billing Clerk
Diahann Derrick - Financial Aid Associate Director; BBA Boise State University
Teresa Durkin - SRCI Instructor/Coordinator; BS Southwestern College
Scott Evanson - Athletic Trainer; MA Gonzaga University, BS Eastern Washington University
Cynthia Feibert - Science Instructor; BS University of California, MA University of California
Ted Fink - Fine and Performing Arts Chair; AA Ohlone Community College, BA Brooks Institute Photography, MS San Jose State University
Carol Fitzgerald - SRCI ABSD Instructor; BA Boise State University
Raul Flores - Student Services Customer Services Clerk; AA Treasure Valley Community College
Jayne Forwood - CASE Student Resouce Specialist; AA Carl Sandburg Community College, BA Western Illinois University, MS Western Illinois University
Denise Furniss - Student Services Customer Service Clerk
Dora Galan - Nursing Secretary; AA Treasure Valley Community College
Barbara Garrett - Library Assistant; AA University of South Colorado, BA Boise State University
Dennis Gill - English Chair; AA Treasure Valley Community College, BS Western Oregon University, ME Eastern Oregon University
Jonathan Gillen - Comptroller; BA Southern Oregon University, MBA Northwest Nazarene University
James Gollyhorn - SRCI Building Construction Instructor; AA Lane Community College, BS University of Oregon, MEd Idaho State University
Doug Hamman - Human Resources Generalist
Gerry Hampshire - Social Science and Education Chair; AA Palomar Community College, BS, JD Western State University of Law, MA Boise State University
Terri Hansen - Office Assistant; AS Lane Community College
Meredith Harris - SRCI Department Secretary
V Hewett - Registrar Clerk; 1 Yr Cert Links School of Business
Jared Higby - Agriculture Instructor; BS Colorado State University, MS Colorado State University
Wally Ann Holcomb - Career Center Support Specialist; AAS Treasure Valley Community College
Claire Holderman - Spanish Instructor; MA University of Southern Mississippi
Terry Howard - Windows Systems Administrator; AS ITT, AS Treasure Valley Community College
Rocky Ingalls - Database Administrator; NA Link's School of Business
Susan Iwasa - Nursing Instructor; BS Walla Walla University, MS Gonzaga University
Robert Jackson - Art Instructor; BS University of Oregon, MFA University of Puget Sound
Ryan Jaggi - Asst Coach Cross Country
Joseph Jefferson - Music Instructor; BA Norfolk State University, MA Shenandoah Conservatory
Kevin Jensen - CTE Recuriter and Special Events Coodinator; AS and AAS Treasure Valley Community College
Garth Johnson - SRCI ABSD Instructor; MA Brigham Young University
Gregory Keim - Full time Instructor
Jeanette Keim - Financial Aid Secretary; AA Treasure Valley Community College

Treasure Valley Community College

Faculty and Staff

Frances Knight - Lead Advisor; BA Heritage University, M. Ed Heritage University

Debbie Krieh - Assistant Registrar; AA Treasure Valley Community College

Penny Lancaster - Supplemental Instruction Leader

Michelle Landa - Institutional Researcher; BA California State University, MA Seton Hall, Ed.D Argosy University

Arwyn Larson - Science Instructor; MS Oregon State University

Stephanie Laubacher - Fine and Performing Arts Secretary; AA Treasure Valley Community College

Abby Lee - Public Information Director; BA Brigham Young University, MS Boise State University

Dwight Lockett - Math Lab Supervisor; BS College of Idaho

Julie Lynch - SRCI Correction Education Coordinator; DIP Itt Technical Institute

Kathryn MacLean - Special Education Instructor; MA University of Phoenix

Phillip Mahaffey - English Instructor; BA Hardin-Simmons University, MA Texas Tech University, MFA Eastern Washington University

Dustin Mason - Business and Computer Information Systems Chair; BA Boise State University, MA Nova Southeastern University

Linda McDowell - SRCI ABSD Instructor; BS Lewis-Clark State College, MS University of Idaho

Travis McFetridge - Residence Life Coordinator; MBA George Fox University, BA George Fox University, AS Treasure Valley Community College

Bonnie McGehee - Administrative Assistant; AS Treasure Valley Community College

Christy McNeal - Lab Coordinator

Carrie Meek - Career Center Director; AA Treasure Valley Community College, BS Eastern Oregon University

Korey Mereness - Early Childhood Education Instructor; BA Boise State University, M.Ed University of Idaho

Lisa Meyer - Foundation Secretary; BA North West College

Justin Mikkelsen - Web Developer

Debra Miller - Testing Proctor

Joaquina Naegle - Student Services Customer Services Clerk; BA Eastern Oregon University

Tim Nguyen - Physical Plant Maintenance

Marcus Nichols - Natural Resources Instructor; BS Eastern Illinois University, MS Southern Illinois University

Eve Palmer - Nursing Instructor; ASN Treasure Valley Community College, BSN Oregon Health Sciences University

Vanessa Paulsen - Library Administrative Assistant

Sandra Porter - Natural Resources and Agriculture Chair; MS Colorado State University, BS University of Idaho, AS Treasure Valley Community College

Michelle Potter - Physical Plant Daily Operations Manager; AA Treasure Valley Community College, MBA Eastern Oregon University, BS Eastern Oregon University

Keith Raab - Admissions/Financial Aid Director; BA Brigham Young University, MBA Northwest Nazarene University

Nathan Rawlinson - Science Instructor; PhD Indiana University

Rebecca Replogle - Music Instructor; BM University of Mississippi, MM University of Mississippi

Richard Reynolds - Science Instructor; BS Penn State University, MS Michigan State University, PhD University of Maryland

Hugh Reynolds - Math Instructor; AA Lane Community College, BA University of Oregon, MS Washington State University

Patricia Rhodes - Math Chair; BA Humboldt State University, MA University of California

Kathleen Robinson - Dean of Outreach Services and Centers; BS Utah State University, MS Utah State University, PhD University of Wyoming

Kjetil Rom - Bookstore Director; AA Boise State University, BBA Boise State University

Sheryl Romans - CBWCL Program Manager; AS Treasure Valley Community College, BA Eastern Oregon University

Gina Roper - Administrative Assistant; AA Lassen Community College

Faith Salinas - Accounts Payable Clerk

James Schmid - Instructor SRCI; BIS School for International Training

Randy Seals - System Engineer; BA Northwest Nazarene University, MS Aspen University

Matthew Sheehan - IT Help Desk; AA Treasure Valley Community College

Ellen Sheffield - SRCI Instructor; AA Treasure Valley Community College, BS Boise State Univ.

Jeretta Shoemaker - Lab Aid

Kimberly Sigrav - Secretary

Debbie Skousen - Sociology Instructor; M.Ed. College of Idaho, NA College of Idaho

Tyson Smith - Industrial Education Instructor; AA College of Southern Idaho, BS University of Idaho

Tasha Sorensen - Student Life Assistant; AA Treasure Valley Community College

Mendy Stanford - Nursing Instructor; BSN Bozeman, MSN University of Phoenix

Nila Stephens - Database Support Specialist; BA Judson University

Aaron Strawser - Windows Systems Administrator; BA Northwest Nazarene University

Kenneth Strickland - Supervising Electrician; MA State of Oregon, MA State of Idaho

William Strowd - Science Instructor; BS University of Idaho, MS University of Idaho

Adolfo Suarez - Physical Plant Maintenance; AS Treasure Valley Community College

Aaron Sutton - Physical Education Instructor/Head Coach Baseball; MPE Idaho State University

Ina Syphers - Business Instructor; BS Eastern Oregon University, MA Boise State University

Justin Tate - Executive Dean of CTE

Andrea Testi - SBDC and CBWCL Director; BA, MS State University of New York

Dorothy Tinkler - Natural Resources Instructor; BS University of Arizona, MA Boise State University, Ph.D Texas Technical University

Clayton Tolman - Physical Plant Grounds

Lacey Towers - Student Life Assistant

Christina Trunnell - Librarian; AA Treasure Valley Community College, MLis University of Washington, BA Eastern Oregon University

Robert Tucker - Business Instructor; BS, MBA Oregon State University, MA, PhD University of Idaho

Priscilla Valero - Academic Advisor; BS University of Oregon

Melissa Vargas - English Instructor; B.A. Eastern Oregon University, M.A. Boise State University

Tamie Verbance - Nursing Instructor; MS Grand Canyon University

Mary Anne Verigan - Payroll/Benefits Coordinator

Drake Wallick - Math Instructor; BS Metropolitan State College, MA University of Idaho

Darcy Warn - Help Desk Worker

Renae Weber - Math Instructor; BS Oregon State University, MS Oregon State University, DEd University of Oregon

Tara Williamson - Bookstore Clerk

Deborah Wilson - SBDC Secretary; AA Treasure Valley Community College

Marc Wilson - English Instructor; AA Treasure Valley Community College,
BS Western Oregon University, MA Portland State University

Darren Wilson - Physical Plant Grounds

Martin Wilson - SRCI Construction Technology Shop Supervisor; AS Linn
Benton Community College, AS Linn Benton Community College

Kerby Winters - Science Chair; BS Idaho State University, MS Montana
State University

Cathy Yasuda - Foundation Director; BS University of Oregon

Jeremy Yraguen - SRCI Test Administrator; BS Lewis-Clark State College