

# SOUTH SEATTLE COMMUNITY COLLEGE

Dr. David Mitchell, President  
6000 16th Avenue SW,  
Seattle, WA 98106-1499  
(206) 764-5300

<http://www.sccd.ctc.edu/south/>

*“At South Seattle  
Community College,  
the faculty helped me  
to discover my  
passion – speech  
communications –  
and my future  
career.”*

Dana Lynn McDonald,  
who transferred to the  
University of Washington  
where she graduated  
as an honors speech major.



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SOUTH • WELCOME

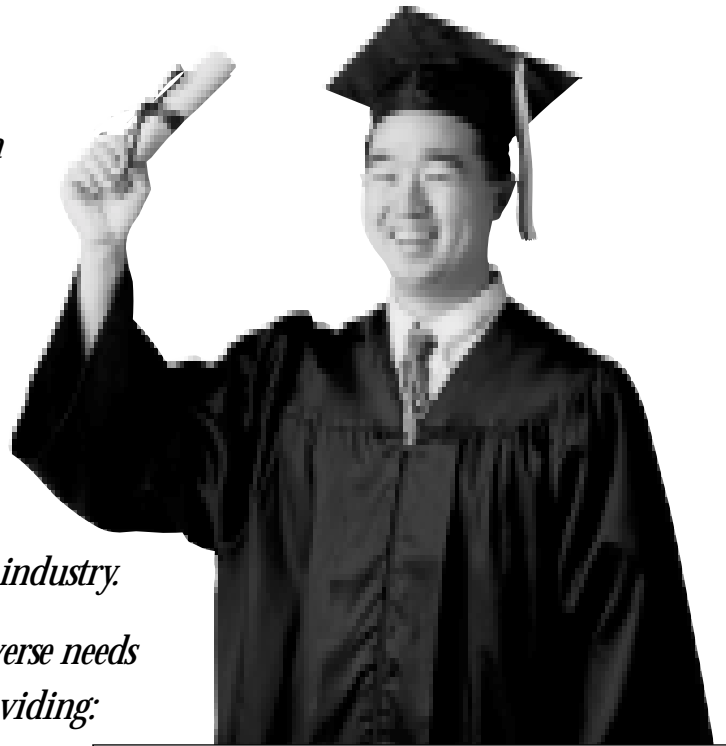
SCOTT AREMANPHOTO

**MISSION**

*South Seattle Community College is a constantly evolving educational community dedicated to providing quality learning experiences which prepare students to meet their goals for life and work. The college values and promotes a close involvement with the community and strong partnerships with business, labor and industry.*

*The college commits to serving the diverse needs of students in our communities by providing:*

- *College transfer programs and technical and professional programs which prepare students to succeed in their careers and further their education*
- *Responsive technical and professional training developed in collaboration with business, labor and industry*
- *Student-centered and community-centered programs and services which value diversity, support learning, and promote student success*
- *Lifelong learning opportunities for the cultural, social, professional and personal development of the members of our communities.*



**STUDENT SERVICES AT SOUTH**

Academic Advising	(206) 764-5387
Admissions	(206) 764-7938
Career Information & Enrollment Center	(206) 764-5304
Counseling	(206) 764-5387
Financial Aid	(206) 764-5317
Registration	(206) 764-5300
Testing Services	(206) 764-5349
TDD	(206) 764-5845

**ABOUT THE COLLEGE**

South Seattle Community College is a national leader in curriculum development, with the country's first program that matches standards of the manufacturing technology industry as well as an Applied Academics program for students in technical fields. The college has gained a regional reputation for programs that range from Horticulture and Culinary Arts to Computer Networking, and educates a growing number of graduates every year in its college transfer program.

Downtown Seattle and Elliott Bay are visible from the 87-acre campus located in residential West Seattle. Classrooms range from real-world learning labs in the Advanced Technology Center to the study areas and auditorium in the popular Brockey Student Center.

This year, the college opened a technologically sophisticated Library and Learning Center. Its Information Commons, with 100 computer workstations at the center of the open, circular floor, plan, is symbolic of learning without barriers.

**1998-1999 Academic Year Statistics +**

<b>STUDENTS:</b>	
Headcount	12,904
Median Age ++	31
Male/Female	63 / 37%
Full-time/Part-time	44 / 56%
Diversity Rate	48.7%
Distance Education	425
International	229
Running Start	280
Worker Retraining *	478

+ Source: Washington Community and Technical Colleges Academic Year Report 1998-1999, SBCTC

++ Fall 1999 State Supported; Source: SBCTC Student MIS:SR1102, Version 3

\* Includes Dislocated Natural Resource Workers

# Student Services

## ACADEMIC & CAREER RESOURCES

### Assessment and Testing Services

(206) 764-5349

The Assessment and Testing Services Office offers: GED, MOUS, Distance Learning, and college placement testing in ASSET, SLEP, and COMPASS for students and community members. Please call the appointment number for test information and registration. Evening and Saturday testing is also available.

### Career Information & Employment Center

(206) 764-5304

This comprehensive center offers a full spectrum of services to students. Experienced career professionals assist undecided students with career decision making, teaching them to use a wide variety of resources. Multiple computer stations are equipped with computerized career exploration systems, state-of-the-art software, and Internet capacity to research companies and search for jobs online. Vocational testing is available online for a fee. Students may schedule an appointment with Career Center staff for assistance in preparing scannable and traditional resumes. New jobs are listed daily from a wide variety of employers.

### Computer Resources

(206) 764-5844

The college offers computer instruction on Windows-based computer equipment in 11 computer laboratories. Two labs are open to any student who pays the computer lab fee.

A quarterly lab fee is charged at registration and students' photo identification cards are scanned for lab access.

### Counseling & Advising Center

(206) 764-5387

Counselors are available to provide a comprehensive assessment of each student's interests, abilities, values, life experiences, and past educational and work experiences. They also provide career counseling and assist students in establishing their educational plans.

Both counselors and advisors interpret entry assessment scores, provide an overview of certificate and degree programs, and help students select quarterly course schedules as well as with information on transfer to four-year colleges and universities.

### Distance Learning

(206) 764-7930

Distance learning offers an opportunity for students to enroll and complete courses from South Seattle Community College from the convenience of home or at work. As distance learners, students can enroll in individual courses for personal interest, to improve knowledge and skills, or earn college credit for the A.A. degree program. Currently, students in South's distance learning program can choose from online courses, telecourses, and interactive television.

Students choose distance learning for several reasons: their work or home schedule, a disability or homebound situation, lifestyle, traffic, distance from a college, as a transition for those who have been away from school, because it matches their learning style, or for simple convenience.

Distance learning students use videos, textbooks, study guides, computers, the Internet, or the World Wide Web, as well as individual contact with instructors to complete their coursework and earn college credits. Distance learning classes meet fewer times than traditional courses and students take responsibility for their own education by working and learning at home. Students register for distance learning courses just as for other credit classes.

For more information, call the Distance Learning Office or visit the website at: <http://www.sccd.ctc.edu/~ssdisted/>. Also, see page 23 of this catalog.

### The IRC Media Center

(206) 764-5384

The Instructional Resource and Media Center (IRC), located in the campus library, provides equipment and materials to enhance the learning experience. These include audio and video tapes, video cameras and monitors, closed-circuit television, satellite teleconferencing, and cable programs.

### Campus Library

(206) 764-5395

The South Seattle Community College high-tech Library and Learning Center opened in 2000, nearly doubling the size of the college library. It features an Information Commons with 100 computer stations, providing for the integration of learning support services and allowing the college to respond to the ever-increasing importance of computers in the teaching and learning process.

The library offers a wide range of resource materials and services to students and the community. Librarians are available to help students take full advantage of the college's computer databases and find books, reference guides, periodicals, and videotapes.

South's library is part of a district and regional interlibrary loan network which enables students to gain access to the materials of other libraries within the Seattle Community College system as well as from the entire Pacific Northwest.

## Special Student Services

(206) 763-5137

Students with special needs are encouraged to contact this office prior to registration to help determine what accommodations are needed and available. All inquiries are confidential.

Support services may include advocacy, referrals, counseling, interpreters, note takers, readers, special parking, testing accommodations, support groups, tutors, scribes, and special equipment.

Arrangements can be made for special equipment such as talking calculators, talking dictionaries, large screen monitors, voice recognition systems, screen readers and optical character recognition scanners, adjustable chairs and desks, tape recorders, TTYs, and other adaptive technological aids.

Interpreters are available for the deaf and hard-of-hearing through the Center for Deaf Students at Seattle Central Community College. The Center works to assist hearing-impaired students with interpreting, counseling and social growth. The Center may be reached by calling (206) 587-4183.

## Student Success Services

(206) 764-5326

Student Success focuses on student retention by providing students with resources that help them to progress in college, graduate, and transfer to four-year universities. Key features are: 1) educating students on how the college system works and on how to improve their academic problem-solving and performance; 2) creating a welcoming environment where students feel a sense of belonging in the college setting; and 3) adapting college educational policies and services in response to wide-ranging and changing student development needs.

The program's primary components are CLIC (Collaborative Learning and Instruction Center), college orientation courses, transfer assistance, and information distribution and resource development.

Student Success Services is funded through the U.S. Department of Education's Title IV TRIO grants. The program works with first-generation college students, low-income students, and physically and/or learning disabled students, as outlined in Department of Education guidelines. Students are encouraged to participate in the program throughout their attendance at South and until they graduate or transfer.

## Transfer by Major

(206) 764-5387

The Transfer by Major program is designed to help students connect with a university of their choice in the state of Washington. Students participating in the program receive important information regarding both their major and the admission guidelines of the university. The program is voluntary and intended as a guide in the transfer program.

## Tutoring Center

(206) 763-5137

Students may arrange for individual or small group assistance with courses in which they are having difficulty.

## Writing Center

(206) 763-5137

The Writing Center assists students with their writing assignments and promotes writing across the curriculum. Students work with trained peer writing assistants who help them explore and develop ideas, clarify their thoughts and produce a polished, finished product. A simple, user-friendly word processing program is available for student use and a lab technician assists students with the use of computers.

## CAMPUS LIFE

### Bookstore

(206) 764-5338

The bookstore is well-stocked with new and used textbooks, general interest books, school supplies, and sundries. The bookstore offers a textbook buy-back service the last week of each school quarter.

### Fitness Center

(206) 764-5331

The college's Fitness Center provides the campus community with an opportunity to promote a healthy lifestyle through classes in weight training, as well as fitness programs and classes such as aerobics.

### Housing

(206) 764-5331

On-campus housing is not available. However, a bulletin board lists various accommodations available in the local area. Call if you need housing, or if you have a room or apartment available for rent to students.

### Intramural and Intercollegiate Athletics / The Seattle C.C. "Storm" Soccer

(206) 768-6756

The Intramural Sports and Recreation program at South provides students with opportunities to develop skills, make friends, participate in new experiences, and to have fun. Coed intramurals are for all levels of players, beginner to advanced. The teams have coaches, practices, compete against other colleges, and participate in leagues and tournaments.

The Seattle Community Colleges fields men's and women's intermural soccer teams, Seattle Community Colleges *Storm*, which compete in the 33-member Northwest Athletic Association of Community Colleges league.

Students from all three Seattle Community Colleges are eligible to play on the soccer teams, which are based at South. Athletic scholarships are available to qualified students.

## Metro Bus Service

(206) 553-3000

Due to space limitations and environmental concerns, carpooling and bus transportation are strongly encouraged. Students registered for 10 or more credits are eligible for two types of discounts: the Metro "Go Pass" and, for students using Community Transit or the State Ferry system, a quarterly subsidy. For subsidies, students should contact the Transportation Coordinator in Room 50. Discount student bus passes may be purchased at the Cashier's Office.

## Parking Services

(206) 763-5157

Student permits may be purchased during registration on a first-come, first-served basis. State motor vehicle laws and city traffic codes are strictly enforced. The campus speed limit is 15 m.p.h. Parking fees are determined by District policy. Parking can be paid for on a daily basis without a quarterly permit. Student single occupant parking permits are purchased at the Cashier's office or, in the evening during the second week of the quarter, in the Bookstore. Daily permits are purchased at the Cashier's office or, evenings, in the Bookstore. Carpooling is strongly encouraged. Student carpool applications are available from the Transportation Coordinator in Room 50. Many incentives are available, including fuel reimbursement, guaranteed ride home and discounted passes for parking and buses.

## Safety

(206) 763-5157

The well-being and safety of students are of utmost importance. It is vital that students follow strict safety procedures recommended in technical-vocational classes. In the event of an on-campus accident or injury, the accident should be reported to the Campus Security office so the injury can be addressed and an accident report completed. Students should immediately call (9) 911 for serious injuries. Instructors must be notified if the accident occurs during class.

**Personal safety:** Each of the campuses in the Seattle Community College District is a unique community where thousands of people work and study. However, as each campus is also open to the public, students should use the same caution as they would in any public place in taking care of personal safety and personal belongings. Helpful campus information and statistics on personal safety are available from the campus Security Office, as well as other locations around campus.

**Policy on drugs:** To provide a healthful, safe and secure work and learning environment, each employee and student of the Seattle Community College District is expected to be in an appropriate mental and physical condition to perform assigned duties and fully participate in the learning process. The Policy on Drugs, effects of commonly abused drugs, and resources for assistance are outlined in a brochure available at the Student Services Office and in student orientation packets.

**Sexual harassment:** Brochures outlining policy and procedures regarding sexual harassment complaints are available through the Student Services Office on campus.

## Student Accident Insurance

(206) 764-5388

Accident insurance is available to students registered for 6 or more credits. Student insurance must be purchased during the first two weeks of each quarter. The District-wide policy provides broad but comparatively inexpensive coverage.

## Student Government

(206) 764-5331

The United Student Association is the governing body for student programs and activities which meet the educational, cultural, social and recreational needs of students. The officers and senators are elected each year. Funds for programs and activities are provided by services and activities (S&A) fees.

## Student Newspaper / The *Sentinel*

(206) 764-5333

*The Sentinel* is written, edited, and published for and by South students. A governing board sets policy guidelines. Students who are interested in joining the editorial or production staff should contact *The Sentinel*.

## BEYOND THE CAMPUS

### South Seattle Community College Foundation

(206) 764-5809

The South Seattle Community College Foundation, a non-profit 501 (c) (3), tax-exempt organization, promotes and supports educational programs and training pursuits at South Seattle Community College. Since its inception in 1980, the South Foundation has received more than \$3 million in contributions from individuals, clubs and organizations, corporations, and foundations.

The South Foundation serves an increasingly important role supporting college programs and students. Foundation scholarships, which provide tuition reimbursement, are awarded on an annual basis. Interested students should contact the Development Office for application.

### Western Washington University at South Seattle Community College

(206) 768-6703

Western Washington University offers advanced degree programs from classrooms at South Seattle Community College with some classes available through distance learning. On-campus programs are scheduled during evening hours.

Among current programs are masters' degrees in adult education and in rehabilitation counseling; post-baccalaureate teacher certification in elementary education; and a transfer program in human services.

Contact the office for more information on requirements and registration.

# Special Programs & Services

## Child Care Center

(206) 764-5348

The child care center is state-certified and has provided quality care for children of SSCC students and employees since 1976. The program offers a convenient on-campus location with a family-oriented atmosphere, parent education opportunities, flexible scheduling, and a preschool curriculum that stimulates and challenges children while providing them with an opportunity to gain socialization skills. Teachers are trained in early childhood education. Contact the center for information on enrollment, fees, and hours.

## Dedicated TTY Line

(206) 764-5845

Deaf and hard-of-hearing students can call this number for registration and information assistance. Students can make outgoing calls at several TTY-equipped pay telephones on campus.

## International Students Office

(206) 764-5360

This office processes admissions applications for international students and assists them after admission with immigration regulations. This includes providing students information about academic programs, and programs promoting intercultural communication and an enhanced experience of the American culture.

## Intensive English Language/College BRIDGE Program (IEL/BRIDGE)

The South Seattle Intensive English Language/College Bridge Program (IEL/BRIDGE) is designed by the college for international students and visitors. The IEL/BRIDGE helps prepare non-native speakers of English to enter American colleges and universities, and provides customized short-term English classes for short-term international visitors, summer students, and business and technical professionals.

Students are placed into one of five levels according to their English proficiency. Classes develop skills in speaking, listening, reading, basic writing, study skills, note-taking, academic paper writing, as well as vocabulary and idioms. In some classes, international students will be co-enrolled with students born in the United States. A multimedia center is available to students for language learning project work and for additional language skills practice. Upper division students are concurrently enrolled in select college transfer courses supported by linked ESL classes. Successful completion of the IEL/BRIDGE program enables students to enter one of the college's academic or technical programs without a TOEFL requirement of further placement testing.

## Diversity Services

(206) 768-6759

South is committed to attracting and retaining a culturally diverse student population. The Diversity Center is responsible for the overall administration of college programs and activities that develop and implement services to enhance the recruitment and retention of students of color, women, refugees, immigrants and those with disabilities.

The Diversity Center team works with administrators, students, faculty, staff and community groups to improve services for the diverse students, help them achieve their educational goals, and promote among the campus population an awareness, understanding and appreciation of cultural pluralism and its values and skills. Center activities include: guest speakers and presentations, and participation in student and college multicultural events. For more information on available services, or to get involved, contact the Diversity Center.

## Upward Bound

(206) 768-6676

This program serves 50 high school students from disadvantaged backgrounds at Evergreen High School and Tyee High School. Upward Bound provides personalized instruction in basic academic skills, science, foreign language, and other arts and academic disciplines; personal counseling, academic advising; social and cultural activities; and assistance in applying to colleges and applying for financial aid and scholarships. Upward Bound students also spend six weeks on the South Seattle Community College campus during the summer for an intensive academic and college preparatory program activities.

The goal of Upward Bound is to maximize students' potential for graduation from high school and subsequent college enrollment. South's Upward Bound program works closely with students, parents, and the high schools to help guide each student in developing a strong sense of self and in acquiring the tools necessary for a successful college experience.

## Veterans' Affairs

(206) 764-5811

This office provides services and referrals for veterans. For additional information, see "Financial Assistance for Veterans" on page 10 of this catalog.

# Student Learning Outcomes

## General Education Requirements

Student Learning Outcomes are also known as General Education Requirements. These are the knowledge and abilities every student should have upon graduating with a certificate or degree from South Seattle Community College. While each academic or technical program has its own specific outcomes, these outcomes are the core curriculum for the college.

### 1. COMMUNICATION

Read and listen actively to learn and communicate.

Speak and write effectively for personal, academic, and career purposes.

### 2. COMPUTATION

Use arithmetic and other basic mathematical operations as required by program of study.

Apply quantitative skills for personal, academic, and career purposes.

Identify, interpret, and utilize higher level mathematical and cognitive skills (for those students who choose to move beyond the minimum requirements as stated above).

### 3. HUMAN RELATIONS

Use social interactive skills to work in groups effectively.

Recognize the diversity of cultural influences and values.

### 4. CRITICAL THINKING & PROBLEM SOLVING

Think critically in evaluating information, solving problems, and making decisions.

### 5. TECHNOLOGY

Select and use appropriate technological tools for personal, academic, and career tasks.

### 6. PERSONAL RESPONSIBILITY

Be motivated and able to continue learning and adapt to change.

Value one's own skills, abilities, ideas, and art.

Take pride in one's work.

Manage personal health and safety.

Be aware of civic and environmental issues.

### 7. INFORMATION LITERACY

Access and evaluate information from a variety of sources and contexts, including technology.

Use information to achieve personal, academic, and career goals, as well as to participate in a democratic society.

# College Transfer Programs

## ACADEMIC PROGRAMS

### Academic Programs

(206) 768-6600

South offers college transfer courses that apply toward a four-year program of study. Students are encouraged to attain their associate of arts, associate of science, or associate of science in pre-engineering degree at South to ease transfer to a four-year institution, but students can also take individual classes for transfer. It is recommended that students confer with an academic advisor to ensure course transferability.

Students may be required to complete work in the college preparatory program if their records and test scores indicate a need for additional preparation in order to successfully complete a degree program. College preparatory courses are not credited to an A.A., A.S., or A.S. in pre-engineering degree.

See pages 14-17 for college transfer course requirements to attain an A.A. or A.S. degree.

College transfer courses at South are offered in several disciplines, including the following:

Anthropology	Language & Speech
Art	Language of Science (The)
Chemistry	Languages & Literature
Communications (Speech)	Literature/History of Ideas
Computer Science/Mathematics	Living World (The)
Drama	Music
Earth Science	Natural World (The)
Economics	Philosophy
English	Physical Science
Environmental Science	Physical World (The)
General/Biological Science	Political Science
Geography	Psychology
Global Studies	Science, Technology & the Environment
History	Social Science
Human Biology	Sociology
Humanities	United States Cultures
Individuals & Societies	Visual, Literary & Performing Arts
Journalism	

Refer to the College Transfer Section on page 16 for a list of science pre-major programs that can be taken in the first two years of a four-year program. Interested students should contact a South academic advisor for details.

## ENGINEERING PRE-MAJOR PROGRAM

This two-year associate of science degree program is designed for those who intend to pursue bachelors, masters, or doctorate degrees in engineering.

Basic Requirements	20
ENG 101 & ENG 102	
MAT 124	
MAT 125 (fulfills mathematics/reasoning requirement)	

Major Areas of Study	57
CHE 140 & CHE 150	
MAT 126, MAT 238, MAT 298	
PHY 201, PHY 202, PHY 203	
EGR 142 & EGR 210	
EGR 110, EGR 111, EGR 210	

*These are general courses transferable into most four-year programs. Some additions may be recommended to fit the specific requirements of certain programs and schools. Consult with a counselor for assistance in selecting these courses.*

Other Requirements	30
15 credits each in the following areas are required to obtain an A.S. degree. For answers concerning these requirements, consult with a counselor or an Associate Dean of Academic Programs.	
Visual, Literary & Performing Arts	
Individuals, Cultures & Societies	



# Basic Studies Programs

## Office of General Studies (206) 764-5363

Basic Studies programs provide instruction for those who want to improve basic verbal and math skills or earn a high school diploma in order to get better jobs, continue their education, and improve their lives. Each of the programs in this area is designed to meet a particular set of student needs.

Adult Basic Education (ABE) enables adults to improve basic reading, writing and math skills.

English as a Second Language (ESL) classes help non-native speakers to communicate in English, to increase their understanding of American culture, to become employed and to continue their studies.

General Education Development (GED) preparation is an opportunity for adults who have not graduated from high school to earn the equivalent of a high school degree.

Family Literacy classes combine ESL or Basic Skills with Parent Education.

High school completion offers students who have not completed work for a high school diploma two options for earning a diploma.

## Adult Basic Education

Adult Basic Education classes, corresponding with elementary and junior high school achievement levels in reading, writing, spelling and arithmetic, are offered each quarter at no cost. Students may start at any time during the quarter on a space-available basis. Prerequisite: Qualifying score on the SLEP or CASAS Tests. The program includes:

- ABE 010 Level 1
- ABE 014 Computer Assisted ABE, Level 1
- ABE 020 Level 2A
- ABE 024 Computer Assisted ABE, Level 2A
- ABE 030 Level 2B
- ABE 031 (LEP) Adult Basic Education Math
- ABE 034 Computer Assisted ABE, Level 2B
- ABE 040 Level 3A
- ABE 044 Computer Assisted ABE, Level 3A
- ABE 050 Level 3B
- ABE 054 Computer Assisted ABE, Level 3B
- ABE 060 Level 4
- ABE 061 GED Prep 1
- ABE 062 GED Prep 2
- ABE 040 Distance Learning Adult Basic Education

*NOTE: The Adult Basic Education courses are currently under revision. Students should contact the department or an advisor for more information.*

## English as a Second Language

English as a Second Language (ESL) classes help non-English speaking people understand, speak, read, and write English in order to carry out daily personal activities, get or keep a job, advance in the workplace or continue their educational goals.

### Beginners

Classes are free for beginners (pre-literate to intermediate levels). Coursework emphasizes improving listening comprehension, pronunciation, vocabulary development, English structure in oral expression, and development of reading and writing skills. (See course descriptions under English as a Second Language, page 245.) Student enrollment depends on space availability. Students are placed in class based on their CASAS Test results. Courses include:

- ESL 010 Pre-Literacy - Level 1
- ESL 011 Pre-Literacy - Level 2
- ESL 012 Literacy - Level 1
- ESL 013 Literacy - Level 2

### Pre-college

Pre-college level courses require payment of tuition. These courses are designed for students preparing for vocational or academic study at U.S. colleges. These classes help non-native speakers develop better speaking, reading, and writing skills needed for college-level study. Beginning with grammar and vocabulary skills, students advance to note taking, composition, oral presentation and class discussion skills. ESL skills labs provide additional practice in pronunciation, listening, and daily conversation outside the classroom. Sequenced reading and writing materials are also available.

- ESL 020 Level 1
- ESL 021 Level 1A
- ESL 022 Level 1B
- ESL 023 Level 1C
- ESL 024 Level 1D
- ESL 025 Level 1, Reading and Writing Skills
- ESL 026 Level 1, Speaking and Listening Skills
- ESL 027 Level 1, Multiple Skills Lab
- ESL 028 Level 1, Workplace Literacy
- ESL 029 Level 1, VESL
- ESL 030 Level 2
- ESL 031 Level 2A
- ESL 032 Level 2B
- ESL 033 Level 2C
- ESL 034 Level 2D
- ESL 035 Level 2, Reading and Writing Skills
- ESL 036 Level 2, Speaking and Listening Skills
- ESL 037 Level 2, Multiple Skills Lab
- ESL 038 Level 2, Workplace Literacy
- ESL 039 Level 2, VESL

ESL 040	Level 3
ESL 041	Level 3A
ESL 042	Level 3B
ESL 043	Level 3C
ESL 044	Level 3D
ESL 045	Level 3, Reading and Writing Skills
ESL 046	Level 3, Speaking and Listening Skills
ESL 047	Level 3, Multiple Skills Lab
ESL 048	Level 3, Workplace Literacy
ESL 049	Level 3, VESL
ESL 050	Pronunciation, Level 1
ESL 051	Pronunciation, Level 2
ESL 052	Pronunciation, Level 3
ESL 060	Citizenship, Level 1
ESL 061	Citizenship, Level 2
ESL 062	Citizenship, Level 3

*NOTE: The ESL course listings are currently under revision. Students should contact the department or an advisor for more information.*

### General Education Development Preparation

GED 060 GED Test Preparation ..... 0  
 Students may demonstrate that they have reached an education level equal to a high school diploma by taking the GED test. To prepare for this test, the Seattle Community Colleges offers this course which covers the subjects on which students will be tested, such as reading, writing, mathematics, science and social studies. This course stresses math for practical problem-solving, English usage, reading comprehension and test-taking skills.

No tuition is charged for this class.

Prerequisite: Ability to read in English at or above ninth-grade level or completion of ABE 003. Students who pass the GED test earn a GED certificate, acceptable to colleges, vocational programs, unions, and many employers as equivalent to a high school program.

### High School Completion

(206) 764-5805

High School Completion offers students who have not completed work for a high school diploma the opportunity to earn the diploma through one of two options. The basic requirements for each of these options are listed below, but students planning to work toward a high school diploma should obtain a copy of "Requirements for the High School Diploma" from a counselor or advisor for complete information.

According to Washington State Law (WAC 180-51-035): "A student shall have the right to graduate in accordance with the standards in effect for the school of graduation for any year since such student commenced the ninth grade unless more than ten years has passed since such entry. In such case, the student shall have the right to graduate in accordance with the standards in effect for the school of graduation for any year within the last ten years." Prerequisite: Qualifying score on the SLEP or BEST tests.

#### OPTION A:

### Standard High School Diploma

(95 college credits)

A high school diploma may be earned by completing 95 college credits, including required and approved elective courses. Transfer credit may be approved for courses completed at other institutions; the final course must be taken at South and a minimum GPA of 2.0 must be achieved.

Students who have not completed high school and are age 19 or older may enroll in this option at a reduced tuition rate. Students 18 or younger must pay tuition.

#### REQUIRED COURSES

A number of other courses may be substituted for these requirements. Obtain a copy of Requirements for the High School Diploma from a counselor or advisor for these substitute courses.

*NOTE: A 5-credit class is equal to one year of study in high school.*

ENG 040	Sophomore English .....	5
ENG 041	Junior English .....	5
ENG 042	Senior English .....	5
	Fine Arts (DRA 100, MUS 100, ART 100, or other approved courses) .....	5
HIS 035	United States History I .....	5
HIS 036	United States History II .....	5
HIS 037	Wash. State History (or satisfaction of requirement) ..	3-5
POL 022	Contemporary World Problems, World History, or World Geography .....	5
MAT 080	Pre-Algebra, Algebra I, or math class at student's placement level .....	10

*Contact the High School Completion Counselor at (206) 764-5805 for an appointment to select courses to complete your high school diploma. (It is strongly recommended that at least one course be algebra if the student is college-bound.)*

Science ..... 10

*To complete the science requirement, the student may take any two science courses (one of which must be a lab science) for which prerequisites have been met. Choice includes SCI 090 and SCI 100.*

Occupational Education (any vocational class) .....	5
Physical Education (may be waived with permission) .....	2
Health 025 or 150 .....	5
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TOTAL REQUIRED CREDITS	70-72
<hr/>	
TOTAL ELECTIVE CREDITS	23-25
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TOTAL CREDITS	95

OPTION B:

Associate Degree Conversion Diploma

Upon successful completion of the associate of arts (A.A.) degree and the following additional courses, the student may be granted a high school diploma in addition to the A.A. degree.

HIS 035	U.S. History I .....	5
HIS 036	U.S. History II .....	5
HIS 037	Wash. State History (or satisfaction of requirement) .....	3-5

Transfer credit may be granted for equivalent courses completed at other institutions, but at least 20 quarter hours of credit, with a minimum grade point average of 2.0, must be taken at one of the Seattle Community Colleges. Final quarter courses must be at the campus awarding the diploma.

Substitute Courses

Several pre-college transfer and college transfer courses may be substituted for required high school courses. Students who want to earn college credit while fulfilling high school graduation requirements should consult with the Advising Center or high school completion program director.

Elective Courses

Elective courses may be selected from the high school completion program and the following areas: vocational, general studies (liberal studies), college preparatory courses in math and English.

Work experience may also qualify for credit. Credits may be granted upon proof of satisfactory employment (45 hours = 1 high school credit or 5 college credits).

*NOTE: This option is not automatic, and procedures vary.*

Pre-College Courses

Many students entering college or returning after some time away from studies need additional work to prepare for college-level courses. For these students, the Seattle Community Colleges offer a series of courses in English, mathematics and human development. Placement in one or more of these courses is determined by performance on entrance tests required for admission to specific college programs. Courses in this category are those numbered below 100. They are described in the course description sections for English, Mathematics, and Human Development. Call (206) 768-6600 for more information about these courses.

# Continuing Education

## Contract Training & Development (206) 764-5339

Employers and organizations who would like to provide a college credit academic or workplace skills course, offer a non-credit workshop, professional development or specific training at their site or at the college campus are invited to work with the college staff to develop a contract for training. Existing courses, professional development or custom training is provided according to employers' requirements, needs and goals.

## Personal Enrichment Classes (206) 764-5339

(NON-CREDIT AND NON-GRADED CLASSES)

Programs that focus on community service, lifelong-learning and avocational interests are offered through courses and workshops in areas such as arts, world cultures, languages, music and others.

## Professional Development (206) 763-5138

Small business development and management, career advancement, computer skills and other professional development opportunities are offered as non-credit courses and workshops through Continuing Education.

## Senior Adult Education (206) 764-5363

To meet the growing demand for lifelong-learning opportunities, South offers many classes and discussion groups designed especially for senior adults. Classes cover a wide range of topics and reflect a broad range of interests. Special programs, workshops, and events are regularly scheduled.

Classes are normally held during daytime hours, both on-campus and in senior centers and retirement centers. Generally, there are no long assignments, examinations, or letter grades given.

Tuition ranges from \$15 to \$55 per five- to ten-week course. Registration is by mail, on-campus, or directly at the class site.

## Senior Tuition Waiver

In addition to the Senior Adult Education programs, persons over 60 may enroll in college transfer courses for audit (no homework, exams, or credit). Under this tuition waiver, seniors may attend up to two classes for a fee of \$10.00. Eligible classes include the humanities, natural and social sciences and some vocational programs.

Registration under the waiver is on a space-available basis with instructor approval, after the first week of the quarter. As this special waiver is available for audit only, a student enrolled under the option will not receive an official grade or transcript.

## DUWAMISH INDUSTRIAL TRAINING CENTER

Duwamish Industrial Education & Apprenticeship Center (206) 764-5350

The South Seattle Community College Duwamish Industrial Educational Center, located at 6770 East Marginal Way South, serves the business and industrial community through programs in apprentice-related training, flagging certification and industrial first aid. It is also home to the South Seattle Community College Small Business Development Center and the Home & Family Life and Parent Education programs.

## Apprentice Training

More than 1,500 apprentices from over 20 different trades attend classes weekdays, evenings and Saturdays at the South Seattle Community College Duwamish Center. They hone skills and knowledge while satisfying the requirements of various apprenticeship programs leading to journeyman status. The apprenticeship programs usually last three to five years. General requirements include that participants be 18 years of age; possess a valid driver's license; and go through a selection which may include, but not be limited to, both written and physical testing, drug testing and an interview by a joint apprenticeship committee. The Duwamish Center is currently cooperating with the following Joint Apprenticeship Committees to provide related and supporting courses for apprentices and journeyman in the following areas:

Boeing Machinist (Boeing Employees) .....	(253) 351-1392
Carpet, Tile, & Resilient Floorcovering .....	(425) 235-1441
Cement Masons .....	(206) 441-9386
Cosmetology .....	(206) 766-9050
Glaziers & Glassworkers .....	(206) 762-7001
Ironworkers .....	(206) 244-2993
Meatcutters .....	(206) 243-1290
Northwest Construction Linemen, Power Line Clearance & Tree Trimmers .....	(503) 253-8202
Puget Sound Electrical .....	(206) 763-7755
Seattle City Light, Electrical Workers .....	(206) 386-1609
Sprinkler Fitters .....	(206) 764-0395
Western Washington Masonry Trades, Bricklayers, Caulkers, Cleaner, Pointer, Tilers .....	(206) 767-3986
Western Washington Painting Decorating & Drywall .....	(206) 762-8332

## First Aid & Safety (Industrial)

(206) 764-5350

The Washington Industrial Safety and Health Act (WISHA) specifies that employees and supervisors in many industries must have formal First Aid and Safety training. An 18-hour course is available to those who require this training. A nine-hour course is available for certification renewal.

## Flagging & Traffic Control Certification

(206) 764-5350

Flaggers are responsible for the safe and effective movement of traffic through construction or maintenance zones, safety of the work force performing these operations, and minimum delay to the motorist. Mandatory training and certification is required for employment.

This six-hour course, based on the Washington State Safety Standards for Construction Work and the Manual on Uniform Traffic Control Devices, is taught by certified instructors. Actual use of traffic control devices and situation application will be included along with the certification examination. This flagging certification is valid for three years in Washington, Oregon, and Idaho.

## Parent Education

(206) 764-5802

South Seattle Community College's Home & Family Life Department offers classes in parent education throughout the West Seattle and Vashon Island communities. Parents enroll in a non-credit course titled "Parent Education Child Study Laboratory" while enrolling their child (ages birth to five years old) in a Parent Cooperative Preschool. Course content includes child development, positive guidance, communication, anger management, problem solving, health and safety, family issues, and group organization and leadership.

Parents develop skills through informal discussions with other enrolled parents and professional teaching staff, as well as:

- practical experiential participation in their child's preschool lab – one day per week.
- discussion at an evening parenting class – once per month.
- lectures at parent education seminars – minimum of one per quarter.

## Small Business Programs

(206) 764-5375

The Seattle Community Colleges Small Business Center offers classes and seminars designed primarily for owners of businesses that employ fewer than 25 persons. Experts in the field, many of whom own their own businesses, lead students step-by-step through the best business strategies to meet specific business situations and immediate business needs through courses, workshops and personal consulting services.

The Center works with other organizations to offer courses and seminars at several off-campus locations for the convenience of the business community. By working with the Neighborhood Business Council, Small Business Administration, local Chambers of Commerce and other organizations, the Center is able to offer high-quality services at competitive prices.

# Occupational Programs

## AERONAUTICAL TECHNOLOGY

Aviation Maintenance Division (206)764-5373

### DEGREE MAJORS:

Airframe, Powerplant Technology & Aviation Maintenance

This program provides graduates of recognized airframe and powerplant programs and experienced EA.A.-certified mechanics the opportunity to expand their knowledge and training, and earn an associate of applied science degree. The degree requires EA.A. certification or graduation from the airframe and powerplant program.

The degree program builds on the student's previous knowledge and emphasizes current industry practices and related technical information. General education courses provide background in industrial, social, political and economic factors and their implications to the industry.

Advanced standing may be granted for work experience and/or related training. Graduates of a recognized or EA.A. airframe and powerplant program and/or experienced aircraft mechanics who are EA.A.-certified in airframe and powerplant technology may receive up to a maximum of 60 credit hours toward the degree based on the documentation and the recommendation of a college evaluation committee.

### Special Requirements for Admission

Integrity of the program requires that students must have a high school diploma or a GED certificate before entering the A.A.S. Aeronautical Technology program.

### Aviation Maintenance

The aviation maintenance program offers a preparatory program in airframe and powerplant (A&P) mechanics. The two-year (8 quarters) curriculum is designed to provide knowledge of and training on current aviation airframes and powerplants.

Students who successfully complete the aviation maintenance curriculum will be awarded a certificate of completion qualifying them to take the Federal Aviation Administration examination for the airframe and powerplant mechanic license. Either the airframe or the powerplant components may be taken separately. For increased employment opportunities, however, completion of both components is highly recommended.

Either a GED or high school diploma is required by SSCC before a certificate of completion can be awarded; students may complete this requirement at South while they are enrolled in the Aviation Program.

Students may qualify for advanced program placement if they provide acceptable documentation from any EA.A. certified airframe and powerplant program and meet the course challenge requirements.

The aviation maintenance airframe and powerplant curriculum is approved by the EA.A. (Air Agency Certificate # HQ6T596N).

## Aviation Airframe Mechanic

### Certificate

AMT 111	Basic Science for Aviation .....	17
AMT 112	Basic Electricity for Aviation .....	17
AMT 113	Airframe Structure & Repair .....	17
AMT 214	Airframe Systems .....	17
AMT 215	Advanced Airframe .....	17

### ALLIED COURSES

ENG 105	Applied Composition .....	3
ENG 106	Technical Writing .....	3
ICT 103	Computer Applications .....	2
PSY 220	Psychology of Human Relations .....	3

**TOTAL CREDITS** **96**

*Requirements: Satisfactory completion of a minimum 250 prescribed clock-hours of instruction per quarter and a minimum 2.0 grade point average (70%) on each class assignment.*

## Aviation Powerplant Mechanic

### Certificate

AMT 111	Basic Science for Aviation .....	17
AMT 112	Basic Electricity for Aviation .....	17
AMT 133	Powerplant Theory & Maintenance .....	17
AMT 234	Powerplant Systems & Components .....	17
AMT 235	Advanced Powerplant .....	17

### ALLIED SUPPORT COURSES

ENG 105	Applied Composition .....	3
ENG 106	Technical Writing .....	3
ICT 103	Computer Applications .....	2
PSY 220	Psychology of Human Relations .....	3

**TOTAL CREDITS** **96**

## Aviation Maintenance Airframe & Powerplant Certificate

### TECHNICAL SPECIALTY COURSES

AMT 111	Basic Science for Aviation .....	17
AMT 112	Basic Electricity for Aviation .....	17
AMT 113	Airframe Structure & Repair .....	17
AMT 133	Powerplant Theory & Maintenance .....	17
AMT 214	Airframe Systems .....	17
AMT 215	Advanced Airframe .....	17
AMT 234	Powerplant Systems & Components .....	17
AMT 235	Advanced Powerplant .....	17

### ALLIED SUPPORT COURSES

ENG 105	Applied Composition .....	3
ENG 106	Technical Writing .....	3
ICT 103	Computer Applications .....	2
PSY 220	Psychology of Human Relations .....	3

<b>TOTAL CREDITS</b>		<b>147</b>
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## Aeronautical Technology

### Associate of Applied Science Degree

COMPLETION OF CERTIFICATE REQUIREMENTS IN AVIATION MAINTENANCE AIRFRAME & POWERPLANT PROGRAMS		147
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### ALLIED SUPPORT COURSES

IFS 100*	Industrial Safety .....	2
MAT 111*	Technical Mathematics .....	5
PHY 111*	Technical Physics .....	4
QCT 205*	Non-Destructive Testing .....	3

\* These courses are already in the Aviation Maintenance Airframe & Powerplant Certificate program.

GENERAL EDUCATION COURSES		9
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A minimum of 9 credits in two of the following areas:

- Visual, Literary & Performing Arts
- Individuals, Cultures & Societies
- The Natural World

<b>TOTAL CREDITS</b>		<b>156</b>
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## AUTO BODY COLLISION REPAIR

Automotive Collision Technology Training Center (206)764-5391

Individuals employed in automotive collision, repair, and refinishing face constant challenge and variety. Career opportunities include Frame Technicians, Body Technicians, Refinish Technicians, as well as advancement into positions such as shop managers and owners, damage appraisers, and insurance adjusters. The curriculum is modular and competency-based. Certificate completion generally requires seven quarters. Advanced standing may be granted for work experience and/or related training.

The Auto Body Collision Repair program is a NATEF/ASE Master certified training program and offers ABE-based certificate options. Students should see an instructor for more information.

The A.A.S. degree provides an opportunity to develop leadership and communication skills and increase general knowledge.

Books and supplies cost about \$85 per quarter. Each student is responsible for the purchase of coveralls and required tools which must be purchased before the instructional process begins.

## Auto Body Collision Repair

### Certificate

#### TECHNICAL SPECIALTY COURSES

ABR 111	Intro to Automotive Collision Technology .....	5
ABR 112	Safety & Environmental Practices .....	3
ABR 113	Welding & Cutting .....	10
ABR 121	Panel Replacement & Alignment .....	4
ABR 122	Working w/Trim & Hardware .....	3
ABR 123	Metal Straightening .....	4
ABR 124	Body Fillers .....	4
ABR 131	Understanding Automotive Finishes .....	2
ABR 132	Preparing the Surface for Refinishing .....	7
ABR 133	Preparing Equipment, Paint & Refinishing Materials .....	6
ABR 134	Detailing .....	2
ABR 161	Damage Analysis .....	6
ABR 162	Door Skin & Intrusion Beam Replacement .....	3
ABR 163	Quarter Panel Replacement .....	6
ABR 164	Moveable Glass & Hardware .....	2
ABR 171	Straightening Structural Parts .....	8
ABR 172	Full & Partial Panel Replacement .....	8
ABR 173	Restoring Corrosion Protection .....	2
ABR 181	Steering & Suspension .....	6
ABR 182	Electrical & Electronic Systems .....	8
ABR 183	Mechanical Systems .....	4
ABR 191	Applying the Finish .....	4
ABR 192	Blending Color .....	3
ABR 193	Solving Paint Application Problems .....	4
ABR 194	Finish Defects, Causes & Cures .....	4

## ALLIED SUPPORT COURSES

MAT 110 Applied Math for Technicians ..... 3

## GENERAL EDUCATION COURSES

ENG 105\* Applied Composition ..... 3

ENG 106\* Technical Writing ..... 3

ICT 103 Microcomputer Applications ..... 2

PSY 220 Psychology of Human Relations ..... 3

\* Indicates a testing prerequisite, permission only.

TOTAL CREDITS 132

## Auto Body Collision Repair

Associate of Applied Science Degree

COMPLETION OF CERTIFICATE REQUIREMENTS 132

ALLIED SUPPORT COURSES 9

A minimum of 9 credits from at least two of the following:

- Business & Office
- Science & Mathematics
- Supervision & Management
- Technical Specialty Courses

GENERAL EDUCATION COURSES 9

A minimum of 9 credits in two of the following areas:

- Visual, Literary & Performing Arts
- Individuals, Cultures & Societies
- The Natural World

TOTAL CREDITS 150

## AUTOMOTIVE TECHNOLOGY

Automotive Technology Training Center (206)764-5391

The automotive technology program qualifies students for employment in auto maintenance and related fields. Career opportunities include advancement to auto shop supervisor, service department head, auto service advisor, sales representative, and shop owner. The certificate program can be completed in 7 quarters. The A.A.S. degree provides an opportunity to develop leadership and communication skills and increase general knowledge. Books and supplies cost about \$85 per quarter. Students are responsible for the purchase of required materials: hard-toed boots; coveralls; and tools (minimum \$300).

The Automotive Technology program is a NATEF/ASE Master certified training program and offers ABE-based certificate options. Students should see an instructor for more information.

## Automotive Technician

Certificate

## TECHNICAL SPECIALTY COURSES

AUT 100 Basic Electrical Systems ..... 5

AUT 102 Advanced Electrical Systems ..... 4

AUT 104 Automotive Electronics ..... 4

AUT 106 Basic Power Accessories ..... 4

AUT 110 Clutches, Manual Trans. &amp; Transaxles ..... 5

AUT 112 Overdrives, Transfer Cases &amp; Drive Axle Assemblies ..... 4

AUT 114 Power Transmission Diagnosis ..... 4

AUT 116 Air Conditioning &amp; Heating ..... 4

AUT 118 Automatic Trans., Diagnosis &amp; Service ..... 9

AUT 120 Advanced Automatic Transmission Repair ..... 9

AUT 122 Steering &amp; Suspension ..... 5

AUT 124 Tire Alignment &amp; Diagnosis ..... 5

AUT 126 Basic Brake Systems ..... 5

AUT 127 Advanced Brake Systems ..... 5

AUT 128 Basic Auto Engines, Gas &amp; Diesel ..... 5

AUT 130 Auto Engines in Cars ..... 4

AUT 132 Automotive Engines, Remove &amp; Replace ..... 4

AUT 134 Driveability &amp; Troubleshooting ..... 4

AUT 136 Minor Tune-Up Procedures ..... 5

AUT 138 Fuel System Servicing ..... 4

AUT 140 Engine Computer Inputs &amp; Outputs ..... 4

AUT 142 Emission Controls &amp; Diagnostic Test Equipment ..... 4

MVM 100 Intro to Automotive ..... 9

WFT 110 Motor Vehicle Welding Fabrication ..... 6

## ALLIED SUPPORT COURSES

MAT 110 Applied Math for Technicians ..... 3

## GENERAL EDUCATION COURSES

ENG 105\* Applied Composition ..... 3

ENG 106\* Technical Writing ..... 3

ICT 103 Computer Applications ..... 2

PSY 220 Psychology of Human Relations ..... 3

\* Indicates a testing prerequisite, permission only.

TOTAL CREDITS

135



## Automotive Technician

Associate of Applied Science Degree

COMPLETION OF CERTIFICATE REQUIREMENTS 135

ALLIED SUPPORT COURSES 9

*A minimum of 9 credits from at least two of the following categories:*

- Business & Office
- Science & Mathematics
- Supervision & Management
- Technical Specialty Courses

GENERAL EDUCATION COURSES 9

*A minimum of 9 credits in two of the following areas:*

- Visual, Literary & Performing Arts
- Individuals, Cultures & Societies
- The Natural World

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TOTAL CREDITS 153

## BUSINESS COMPUTING

Technical Education (206)764-5394

This program is offered in response to the need for both employers and students to access short-term training in the computer field.

The Business Computing program takes approximately one year, and gives students the ability to integrate the use of computers into a variety of business and industry settings by providing training in business setting software applications. Students who possess computer competencies upon entry may be able to complete the program in a shorter time frame. Most students will be able to successfully negotiate a higher-than-normal credit load.

The program will emphasize an internship (or guided work experience) and problem-solving applications through a capstone project. Courses cover DOS, Windows, word processing, spreadsheets, database management, desktop publishing, and workgroup software, in combination with communication skills and workplace human relations skills. Technology advances and product development will dictate changes in core course content.

### Business Computing

Certificate

ASSET entry score: 43 W & R, 40+ numeric, Combined SLEP 61+.

35 wpm typing (or OFO 100/109 Keyboarding/Speedbuilding) is a prerequisite for computer courses listed.

#### TECHNICAL SPECIALTY COURSES

BUS 169	Using Computers in Business .....	5
BUS 170	Information Technology I .....	4
BUS 171	Information Technology II .....	4
BUS 181	Intro to Desktop Publishing/PageMaker .....	5
BUS 197	Work Experience/Internship .....	5-10
CTN 104	Technical Applications of Spreadsheets .....	5
CTN 160	The Internet .....	5

#### ALLIED SUPPORT COURSES

BUS 115	Computational Skill Building .....	2
BUS 175	Applied Business Statistics .....	5
CSC 100	Beginning Computers .....	5

#### GENERAL EDUCATION COURSES

BUS 131	Integrated Communications I .....	5
BUS 230	Business Communications .....	5
PSY 220	Psychology of Human Relations .....	3

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TOTAL CREDITS 58-63

**BUSINESS & OFFICE PROGRAMS**

Technical Education (206)764-5394

This program provides a foundation for management trainee positions. Students receive background in accounting, communications skills, law, and finance and gain an understanding of today's business world and business technology.

**Accounting**

Certificate

TECHNICAL SPECIALTY COURSES

ACC 110*	Intro to Accounting/Bookkeeping I	5
ACC 111	Accounting Computer Applications I	3
ACC 120**	Intro to Accounting/Bookkeeping II	5
ACC 121	Accounting Computer Applications II	3
ACC 257	Business Tax Accounting	5
BUS 104	Keyboarding - OR -	
BUS 106	Keyboarding/Skillbuilding	3
BUS 115	Computational Skill Building	2

\*ACC 210 may be substituted for ACC 110.

\*\*ACC 220 may be substituted for ACC 120.

ALLIED SUPPORT COURSES

BUS 101	Intro to Business	5
BUS 116	Business Mathematics/Spreadsheets	5
BUS 169	Using Computers in Business	5

GENERAL EDUCATION COURSES

BUS 131	Integrated Communications I	5
BUS 230	Business Communications - OR -	
ENG 102	Composition	5
PSY 110	General Psychology	5
	- OR -	
PSY 220	Psychology of Human Relations	3

TOTAL CREDITS 54-56

**Accounting**

Associate of Applied Science Degree

COMPLETION OF CERTIFICATE REQUIREMENTS 54-56

TECHNICAL SPECIALTY COURSES

ACC 214	Accounting Systems	5
ACC 230	Fundamentals of Managerial Accounting	5
BUS 175	Applied Business Statistics - OR -	
BUS 210	Business & Economic Statistics	5
BUS 216	Professional Development - OR -	
BUS 197	Work Experience-Business	5
BUS 235	Oral Communications in Business	5
BUS 250	Business Law - OR -	
BUS 200	Intro to Law	5
CTN 104	Spreadsheets I	5

ALLIED SUPPORT COURSES

6-10

Select two of the following courses:

BUS 170	Information Technology I	4
BUS 181	Intro to Desktop Publishing/PageMaker	5
CTN 120	Database I	5
SMG 100	Leadership & Supervision	3
SMG 103	Working with Diverse Populations	3
SMG 120	Human Resource Administration I	3

GENERAL EDUCATION COURSES

ECO 200	Principles of Economics & Microeconomics - OR -	
ECO 201	Principles of Economics & Macroeconomics	5

TOTAL CREDITS

100-106

**Business Information Technology**

Certificate

This program prepares students for employment as specialists in information processing and office administrative assistant positions requiring computer literacy in word processing, spreadsheet, and database business applications.

REQUIRED COURSES

BUS 112	Multicultural Issues in the American Workplace	5
	- OR -	
BUS 113	Diversity Issues in Business	3
BUS 116	Business Math/Spreadsheets	5
BUS 131	Integrated Communications I	5
BUS 132	Integrated Communications II	5
BUS 140	Customer Relations	5
BUS 170	Information Technology I	4
BUS 171	Information Technology II	4
BUS 172	Information Technology III	4
BUS 182	Information & Database Management	5
BUS 197	Work Experience: Business	3-5
BUS 216	Professional Development	5

TOTAL CREDITS

48-52

## Business Information Technology

Associate of Applied Science Degree

COMPLETION OF CERTIFICATE REQUIREMENTS 48-52

### TECHNICAL SPECIALTY COURSES

ACC 110*	Intro to Accounting/Bookkeeping I .....	5
ACC 111	Accounting Computer Applications I .....	3
BUS 175	Applied Business Statistics - OR -	
BUS 210	Business & Economic Statistics - OR -	
MAT 240	Elementary Statistics .....	5
BUS 230	Business Communications .....	5
BUS 235	Oral Communications in Business .....	5

\*ACC 210 may be substituted for ACC 110.

### ALLIED SUPPORT COURSES

BUS 101	Intro to Business .....	5
BUS 169	Using Computers in Business .....	5
BUS 250	Business Law - OR -	
BUS 200	Intro to Law .....	5

GENERAL EDUCATION COURSES 8-10

PSY 110	General Psychology .....	5
	- OR -	
PSY 220	Psychology of Human Relations .....	3

ELECTIVE COURSES 5

*A minimum of 5 credits in the following areas*

- Visual, Literary & Performing Arts
- Individuals, Cultures & Societies

TOTAL CREDITS 94-100

## COMPUTER-AIDED DRAFTING & DESIGN TECHNOLOGY

Academic Programs

(206) 768-6600

This program provides training for employment in civil, architectural, and mechanical drafting positions. Instruction includes a combination of technical knowledge and skill development in areas such as orthographic projection, descriptive geometry, sections, dimensions, auxiliaries, materials and processes, presentation graphics, design models, and surveying, culminating in a comprehensive design/drafting project. Training in computer-aided design (CAD) is an integral part of the program.

Certificate

### TECHNICAL SPECIALTY COURSES

EGR 110	Engineering Orientation .....	1
TDR 121	Drafting Technology I .....	7
TDR 123	Drafting Technology II .....	4
TDR 127	Drafting Technology III .....	4
TDR 131	Intro to CAD - 2-D .....	3
TDR 133	Intermediate CAD - 2-D .....	3
	Technical Electives .....	10

### ALLIED SUPPORT COURSES

ICT 103	Computer Applications .....	2
MAT 111	Applied Mathematics I .....	5
MAT 112	Applied Mathematics II .....	5
MAT 113	Applied Mathematics III .....	5

### GENERAL EDUCATION COURSES

ENG 105*	Applied Composition .....	3
ENG 106	Technical Writing .....	3
PSY 220	Psychology of Human Relations .....	3

\* Indicates a testing prerequisite, or by instructor permission.

TOTAL CREDITS 58

Associate of Applied Science Degree

COMPLETION OF CERTIFICATE PROGRAM 58

ADDITIONAL TECHNICAL SPECIALTY COURSES

MET 102	Creative Problem-Solving .....	4
MET 205	Technical Statics .....	4
MET 210	Technical Strength of Materials .....	4
TDR 126	Space Geometry .....	3
TDR 128	Space Analysis .....	3
TDR 231	Advanced CAD - 3-D .....	4
TDR 233*	Field Specialty Drafting - Civil - OR -	
TDR 235*	Field Specialty Drafting - Mechanical .....	5
TDR 236	Design Project Considerations .....	4
TDR 237*	Design Project - Civil - OR -	
TDR 239*	Design Project-Mechanical .....	4

\* Student chooses one: civil or mechanical.

NOTE: Approved substitutions include:

EGR 111 for MET 102

EGR 210 for MET 205

EGR 220 for MET 210

PHY 101 or 201 for PHY 111

(Check prerequisites)

ALLIED SUPPORT COURSES

PHY 111 Technical Physics ..... 5

GENERAL EDUCATION COURSES 10

A minimum of 10 credits in two of the following areas:

- Visual, Literary & Performing Arts
- Individuals, Cultures & Societies
- The Natural World

NOTE: Students must select courses that support their overall technical objectives. Requires signed approval from Dean of Technology or his designee.

TOTAL CREDITS 108

COMPUTING TECHNOLOGY

Technical Education Division (206)764-5365

The Computing Technology program at South Seattle Community College is designed to provide students the opportunity to build upon computer fundamentals for their field of choice and prepare them for industry certification tests such as CNE. The program is designed for maximum flexibility in career choices and changes in this industry. The campus computer labs use a variety of IBM-compatible microcomputers. A special Local Area Network lab provides essential hands-on training in installation, maintenance, and performance tuning of LANs. Three associate's degree programs are offered that may be completed in approximately two years.

Computer Applications/Help Desk

Associate of Applied Science Degree

This program teaches students how to diagnose and correct software implementation problems. The curriculum includes common software programs used in business. Graduates often go on to become help technicians working for software engineering firms and related support companies.

TECHNICAL SPECIALTY COURSES

BUS 170	Information Technology I .....	4
BUS 181	Intro to Desktop Publishing/PageMaker .....	5
CSC 100	Beginning Computers .....	5
CTN 101	Overview of Computing Hardware .....	5
CTN 104	Technical Applications of Spreadsheets .....	5
CTN 120	Database I .....	5
CTN 131	Intro to Computer Programming .....	5
CTN 141	Intro to Operating Systems .....	5
CTN 142	Operating Systems II .....	5
CTN 170	PC Hardware I .....	5
CTN 171	PC Hardware II .....	5
CTN 172	PC Hardware III .....	5
CTN 270	Local Area Networks I .....	5
CTN 272	Local Area Networks II .....	5

ALLIED SUPPORT COURSES

CTN 295	Research Methods & Customer Service .....	5
ICT 103	Computer Applications .....	2
MAT 111	Applied Mathematics I .....	5

GENERAL EDUCATION COURSES

ENG 105	Applied Composition .....	3
ENG 106	Technical Writing .....	3
PSY 220	Psychology of Human Relations .....	3

ELECTIVE COURSES 5

A minimum of 5 credits in the following areas

- Visual, Literary & Performing Arts
- Individuals, Cultures & Societies

TOTAL CREDITS 95

### Local Area Network/Software Engineering

#### Associate of Applied Science Degree

This program trains students to become software programmers. This curriculum teaches current software languages, and introduces students to procedures to create useful application software for business and industry. Graduates may gain employment testing new ideas and software applications before they go to market. Graduates possess the technical skills to help companies create some of their own internal software solutions.

#### TECHNICAL SPECIALTY COURSES

CSC 100	Beginning Computers .....	5
CTN 131	Intro to Computer Programming .....	5
CTN 141	Intro to Operating Systems .....	5
CTN 142	Operating Systems II .....	5
CTN 231	Intermediate Computer Programming .....	5
CTN 235	C/C++ Programming .....	5
CTN 250	Visual BASIC Programming .....	5
CTN 270	Local Area Networks I .....	5
CTN 272	Local Area Networks II .....	5
CTN 274	Local Area Networks III .....	5
CTN 280	Software Quality Assurance .....	5
CTN 290	Structured Analysis .....	5
CTN 292	Structured Design .....	5
CTN 294	Structured Software Implementation .....	5

#### ALLIED SUPPORT COURSES

CTN 101	Overview of Computing Hardware .....	5
CTN 120	Database I .....	5
CTN 121	Database II .....	5
ICT 103	Computer Applications .....	2
MAT 111	Applied Mathematics I .....	5
MAT 112	Applied Mathematics II .....	5
	Natural Science Elective .....	5

#### GENERAL EDUCATION COURSES

ENG 105	Applied Composition .....	3
ENG 106	Technical Writing .....	3
PSY 220	Psychology of Human Relations .....	3

#### ELECTIVE COURSES

	5
<i>A minimum of 5 credits in two of the following areas</i>	
• Visual, Literary & Performing Arts	
• Individuals, Cultures & Societies	

TOTAL CREDITS	116
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### Local Area Network Service Technician

#### Associate of Applied Science Degree

This program is for students who want to specialize in computer hardware. The curriculum includes specific courses in computer upgrading, maintenance and troubleshooting for a LAN environment.

#### TECHNICAL SPECIALTY COURSES

CSC 100	Beginning Computers .....	5
CTN 101	Overview of Computing Hardware .....	5
CTN 131	Intro to Computer Programming .....	5
CTN 141	Intro to Operating Systems .....	5
CTN 142	Operating Systems II .....	5
CTN 170	PC Hardware I .....	5
CTN 171	PC Hardware II .....	5
CTN 172	PC Hardware III .....	5
CTN 270	Local Area Networks I .....	5
CTN 272	Local Area Networks II .....	5
CTN 274	Local Area Networks III .....	5
CTN 295	Research Methods & Customer Service .....	5
	CTN Electives (CTN courses) .....	10

#### ALLIED SUPPORT COURSES

ICT 103	Computer Applications .....	2
MAT 111	Applied Mathematics I .....	5
MAT 112	Applied Mathematics II .....	5
	Natural Science Elective .....	5

#### GENERAL EDUCATION COURSES

ENG 105	Applied Composition .....	3
ENG 106	Technical Writing .....	3
PSY 220	Psychology of Human Relations .....	3

#### ELECTIVE COURSES

	10
<i>A minimum of 10 credits in two of the following areas:</i>	
• Visual, Literary & Performing Arts	
• Individuals, Cultures & Societies	
• The Natural World	

TOTAL CREDITS	106
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**Webmaster – Web Design & Multimedia Publishing & Administration**

Associate of Applied Science Degree

This program focuses on web design, administration, and electronic commerce. Students will cover topics including content issues, enhancements to web page construction, server administration, business and client issues, server issues for building internet/intranet information sites and issues of security and access privileges. Graduates find employment as “web masters” for organizations building or enhancing their presence on the Internet and World Wide Web.

**TECHNICAL SPECIALTY COURSES**

CTN 101	Overview of Computing Hardware .....	5
CTN 131	Intro to Computer Programming .....	5
CTN 141	Operating Systems I .....	5
CTN 160	Intro to the Internet .....	5
CTN 161	Electronic Publishing on the WWW .....	5
CTN 162	Advanced Publishing on the WWW .....	5
CTN 163	Dynamic Publishing .....	5
CTN 168	Graphics for Multimedia & the Web .....	3
CTN 175	Web Related Careers: An Overview .....	2
CTN 197	Computing Internship .....	3-5
CTN 224	Web Server Configuration & Management .....	5
CTN 231	Visual BASIC .....	5
CTN 235	C/C++ Programming - OR -	
CTN 237	Java Programming - OR -	
CTN 250	Visual BASIC II .....	5
CTN 238	Web Object Programming .....	5
CTN 270	Local Area Networks I .....	5

**ALLIED SUPPORT COURSES**

BUS 116	Business Math/Spreadsheets .....	5
BUS 181	Intro to Desktop Publishing/PageMaker .....	5
ICT 103	Computing Applications .....	2
SMG 210	Project Management .....	5

**GENERAL EDUCATION COURSES**

ENG 105	Integrated Communication .....	3
ENG 106	Technical Writing .....	3
PSY 220	Psychology of Human Relations .....	3
	General Electives .....	10

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TOTAL CREDITS 104-106

**CORRECTIONS OFFICER/PUBLIC SERVICE CAREERS**

Professional Development (206)768-6623

Students in the Corrections Officer/Public Service Careers program receive training to prepare for work in corrections and related careers through course work, field trips to correctional facilities and guest speakers. The two quarter program prepares qualified individuals for employment in corrections in city, county, state, federal government and private agencies throughout Puget Sound.

**Certificate**

**TECHNICAL SPECIALTY COURSES**

COR 110	Health & First Aid .....	5
COR 197	Internship .....	2-15
COR 225	Crime in America I .....	2
COR 230	Crime in America II .....	3
PEC 150	Beginning Physical Fitness .....	2
SMG 100	Leadership & Supervision .....	3
SMG 103	Working with Diverse Populations .....	3
SMG 217	Organizational Behavior .....	3
SMG 220	Human Resources II: Performance Management .....	3

**RELATED INSTRUCTION**

BUS 169	Using Computers in Business .....	5
ENG 108	Technical Report Writing .....	3
PSY 220	Psychology of Human Relations .....	3

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TOTAL CREDITS 37-50

Associate of Applied Science Degree

COMPLETION OF CERTIFICATE REQUIREMENTS 37-50

TECHNICAL SPECIALTY COURSES

SMG 120	Human Resources Administration I .....	3
SMG 222	Human Resources III: Management & Labor Relations ...	3

RELATED INSTRUCTION

BUS 116	Business Math/Spreadsheets .....	5
BUS 131	Integrated Communications I .....	5
BUS 175*	Applied Business Statistics .....	5
BUS 200	Intro to Law .....	5
BUS 216	Professional Development .....	5
BUS 230	Business Communication .....	5
BUS 235	Oral Communications in Business - OR -	
PSY 110	General Psychology .....	5
SPE 100	Person to Person: Fundamentals of Human Communication	
- OR -		
SPE 120	Intro to Speaking in Public .....	5

\* BUS 210 or MAT 240 may be substituted.

GENERAL EDUCATION COURSES 10

A minimum of 10 credits in two of the following areas:

- Visual, Literary & Performing Arts
- Individuals, Cultures & Societies
- The Natural World

ALLIED SUPPORT COURSES 10

A minimum of 10 credits from the following:

PSY 215	Abnormal Psychology .....	5
PSY 200	Contemporary Problems in Psychology .....	5
SOC 230	Human Sexuality .....	5
SOC 150	Racial & Ethnic Relations in the U.S. ....	5
SSC 130	Death, Dying, & Living .....	3-5

TOTAL CREDITS 103-116

**COSMETOLOGY**

Cosmetology Department (206)764-5846

At South, students achieve eligibility for taking the State Board of Cosmetology Licensing examination in five quarters, and receive a certificate in six quarters or an A.A.S. degree in seven quarters.

Instruction includes hair cutting, trimming, styling, shampooing, permanent waving, chemical relaxing or strengthening, bleaching or coloring of the hair on the face, neck, and scalp; manicuring and aesthetics.

Certificate

TECHNICAL SPECIALTY COURSES

COS 110	Cosmetology Theory I .....	5
COS 111	Cosmetology Theory II .....	5
COS 112	Cosmetology Theory III .....	5
COS 113	Cosmetology Theory IV .....	5
COS 114	Cosmetology Theory V .....	5
COS 115	Cosmetology Laboratory I .....	15
COS 116	Cosmetology Laboratory II .....	15
COS 117	Cosmetology Laboratory III .....	15
COS 118	Cosmetology Laboratory IV .....	15
COS 119	Cosmetology Laboratory V .....	15

ALLIED SUPPORT COURSES

BUS 116	Business Math/Spreadsheets .....	5
IFS 100	Industrial First Aid .....	2

GENERAL EDUCATION COURSES

BUS 121	English Communications/College Prep Writing III .....	5
PSY 220	Psychology of Human Relations .....	3

TOTAL CREDITS 115

Associate of Applied Science Degree

COMPLETION OF CERTIFICATE REQUIREMENTS 115

ALLIED SUPPORT COURSES

ACC 110	Introduction to Accounting .....	5
BUS 230	Business Communications .....	5
BUS 250	Business Law .....	5
SMG 100	Leadership & Supervision .....	3

GENERAL EDUCATION COURSES

BUS 131	Integrated Communications I .....	5
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ELECTIVE COURSES 10

A minimum of 10 credits in two of the following areas:

- Visual, Literary & Performing Arts
- Individuals, Cultures & Societies
- The Natural World (or natural science)

TOTAL CREDITS 148

## CULINARY ARTS

Culinary Arts Department (206)764-5344

Hospitality industry leaders recognize that Culinary Arts program at South Seattle Community College provide outstanding culinary arts training. The prestigious American Culinary Federation Educational Institute also accredits South's Culinary Arts program. The department works closely with the hospitality industry to develop innovative, realistic programs that will provide students with skills needed for successful employment.

Culinary Arts students receive training that provides them with production skills necessary to operate the multifaceted food service operation on campus. A food court features a cafeteria with classic and contemporary menus, a short order grill, salad bar and delicatessen. Two waited service dining rooms, The Café Alki, and The Rainier Room, feature cooked-to-order menus with preparation typical of upscale restaurants in the Northwest. Food management classes train students in inventory control, operations analysis, purchasing, production, supervision and personnel management. These hands-on laboratories prepare students for entry-level positions in dining room service, food production, and supervision for hotel, restaurant, catering and institutional food service operations.

### Catering & Banquet Operations or Restaurant & Food Service Production

#### Certificate

ENG 105	Applied Composition .....	3
ENG 106	Technical Writing .....	3
FSD 100	Food Safety & Sanitation .....	3
FSD 102	Food Theory 5 .....	5
FSD 103	Food Theory 3 .....	5
FSD 104	Food Theory 1 .....	5
FSD 105	Food Theory 2 .....	5
FSD 106	Food Theory 4 .....	5
FSD 108	Operations .....	5
FSD 110	Food Server 1 .....	5
FSD 111	Pantry 1 .....	5
FSD 112	Food Preparation 1 .....	5
FSD 113	Purchasing .....	5
FSD 114	Food Server 4 .....	5
FSD 115	Inventory .....	5
FSD 120	Short Order Cookery .....	5
FSD 121	Food Preparation 2 .....	5
FSD 122	Food Server 2 .....	5
FSD 124	Food Preparation 3 .....	5
FSD 130	Pantry 2 .....	5
FSD 131	Restaurant Baking 1 .....	5

FSD 133	Sauce 1 .....	5
FSD 134	Sauté 1 .....	5
FSD 136	Meat Cutting 1 .....	5
FSD 137	Meat Cutting 2 .....	5
FSD 138	Garde Manger 1 .....	5
FSD 140	Food Preparation 4 .....	5
FSD 143	Food Server 3 .....	5
FSD 145	Garde Manger 2 .....	5
FSD 150	Sauce 2 .....	5
FSD 152	Production Lead 1 .....	5
FSD 153	Production Lead 2 .....	5
FSD 154	Production Lead 3 .....	5
HOS 203	Commercial Food Nutrition .....	3
MAT 110	Applied Mathematics for Technicians .....	3
PSY 220	Psychology of Human Relations .....	3

TOTAL CREDITS

168

## Pastry & Specialty Baking

### Certificate

The Pastry and Specialty Baking program covers basic and advanced skills in pastry and specialty baking and decorating. This includes cakes and Danish, French and Swiss pastries; fancy desserts; confections; tortes; fillings; specialty breads; decorating; and sugar and chocolate work. Graduates are prepared for pastry positions in hotels, fine restaurants and clubs, and a variety of positions with retail and wholesale bakeries.

This program is accredited by the American Culinary Federation Educational Institute Accrediting Commission.

ENG 105	Applied Composition .....	3
ENG 106	Technical Writing .....	3
HOS 203	Nutrition .....	3
FSD 100	Food Safety & Sanitation .....	3
FSD 139	Cooking I .....	5
FSD 160	Pastry & Baking Orientation .....	2
FSD 166	Breads I .....	5
FSD 167	Cookies I .....	5
FSD 168	Cakes I .....	5
FSD 169	Pies .....	5
FSD 170	Cookies II .....	5
FSD 171	Breads II .....	5
FSD 172	Breads III .....	5
FSD 175	French Pastry I .....	5
FSD 176	Desserts I .....	5
FSD 177	French Pastry II .....	5
FSD 178	Decorating I .....	5
FSD 179	Desserts II .....	5
FSD 180	Cakes II .....	5
FSD 183	Chocolate I .....	5



FSD 184	Decorating II .....	5
FSD 185	Petits Fours .....	5
FSD 186	Breads IV .....	5
FSD 188	Chocolate II .....	5
FSD 189	Decorating III .....	5
FSD 190	French Pastry III .....	5
FSD 191	Decorating IV .....	5
FSD 192	Show Pieces .....	5
FSD 193	Head Pastry I .....	5
FSD 194	Head Pastry II .....	5
FSD 195	Head Pastry III .....	5
FSD 196	Chocolate III .....	5
FSD 197	Desserts III .....	5
MAT 110	Applied Mathematics for Technicians .....	3
PSY 220	Psychology of Human Relations .....	3

TOTAL CREDITS 160

**Associate of Applied Science Degree**

To earn an Associate of Applied Science degree in **Catering & Banquet Operations, Restaurant & Food Service Operations, or Pastry & Specialty Baking**, students must complete the following:

1. Minimum cumulative grade point average of 2.0.
2. Completion of selected Culinary Arts certificate requirements.
3. Completion of an additional 9 credits in general education courses.

*NOTE: Students may select from two of the following three areas: Humanities, Natural Science, or Social Sciences. 6 credits of English composition are required.*

4. Completion of an additional 6 credits in allied support courses.

*NOTE: Students may select from accounting, business or computer application courses, or additional Technical Specialty courses (5 credit maximum) not included in certificate requirements.*

*\*Must have a minimum 2.75 GPA*

TOTAL CREDITS 176

**DIESEL & HEAVY EQUIPMENT TECHNOLOGY**

Diesel Technology Training Center (206)764-5391

Graduates of this program will find career opportunities in trucking, heavy equipment, construction, industrial machinery, marine diesel, and material handling. Supervisory opportunities are available as shop service representatives, service managers, foremen, and construction equipment superintendents.

The certificate program can be completed in seven quarters. Advanced standing may be granted for work experience and/or related training. The associate of applied science degree builds upon previously acquired knowledge and skills to develop leadership and communication abilities.

Books and supplies cost about \$85 per quarter. Students are responsible for the purchase of books and related materials, hard-toed boots, and required tools, which must be purchased before the instructional process begins.

**Certificate**

**TECHNICAL SPECIALTY COURSES**

HDM 102	Electrical/Electronics, Basic .....	5
HDM 104	Batteries, Generators, & Alternators .....	5
HDM 106	Cranking, Ignition, & Lighting Systems .....	5
HDM 108	Refrigeration & Air Conditioning .....	5
HDM 110	Hydraulics & Pneumatics .....	5
HDM 112	Fluid Power I .....	5
HDM 114	Fluid Power II .....	5
HDM 116	Basic Engines .....	5
HDM 118	Basic Diesel Engine Service .....	10
HDM 122	Diesel Engine Rebuild & Tune-up .....	10
HDM 126	Power Transmissions, Clutches & Flywheels .....	5
HDM 130	Standard Transmissions .....	5
HDM 132	Torque Converters, Automatic & Power Shift Transmissions ...	5
HDM 134	Drivelines, Differentials & Final Drives .....	5
HDM 136	Running Gear, Components & Service .....	5
HDM 146	Wheels & Alignment .....	5
HDM 148	Brake Systems & Services .....	5
HDM 150	Diagnostics/Troubleshooting .....	5
HDM 211	Basic Shop Practices .....	10
HDM 212	Shop Practices .....	10
MVM 105	Intro to Heavy Duty .....	9
WFT 110	Motor Vehicle Welding Fabrication .....	6

**GENERAL EDUCATION COURSES**

ENG 105*	Applied Composition .....	3
ENG 106*	Technical Writing .....	3
ICT 103	Computer Applications .....	2
MAT 110	Applied Math for Technicians .....	3
PSY 220	Psychology of Human Relations .....	3

*\* Indicates a testing requirement/permission only.*

TOTAL CREDITS 149

Associate of Applied Science Degree - *see next page*

Associate of Applied Science Degree

COMPLETION OF CERTIFICATE REQUIREMENTS	149
ALLIED SUPPORT COURSES	9
<i>Minimum 9 approved credits from at least two of the following: business and office; science and mathematics; supervision and management; technical specialty courses.</i>	
GENERAL EDUCATION COURSES	9
<i>A minimum of 9 credits in two of the following areas:</i>	
• Visual, Literary & Performing Arts	
• Individuals, Cultures & Societies	
• The Natural World	
<hr/> TOTAL CREDITS	<hr/> 167

## ENGINEERING TECHNOLOGY

Academic Programs (206)768-6600

Engineering technicians play a key role in implementing designed solutions to technical problems. These tasks are accomplished with a solid background in mathematics, physics, and applied engineering, as well as skills in problem-solving and creative thinking. Successful graduates of the engineering technology program are qualified to seek employment as engineering technicians or may transfer to a four-year college to pursue a degree in engineering or engineering technology.

### Associate of Applied Science Degree

#### TECHNICAL SPECIALTY COURSES

EGR 110	Engineering Orientation .....	1
EGR 111	Engineering Design & Creativity .....	4
EGR 123	Intro to Engineering Graphics & Design .....	4
EGR 124	Engineering Graphics .....	4
EGR 142	Computer Programming for Engineers .....	5
EGR 210	Engineering Statics .....	5
EGR 220	Mechanics of Materials .....	5
EGR 230	Engineering Dynamics .....	5
EGR 298	Special Topics .....	4-5
EGR 299	Independent Study .....	4-5
INT 100	Manufacturing Processes .....	3
TDR 126	Space Geometry .....	3
TDR 128	Space Analysis .....	3
TDR 131	Intro to CAD 2-D .....	3
TDR 133	Intermediate CAD 2-D .....	3
TDR 236	Design Project Considerations .....	4
TDR 237/239	Design Projects Civil/Mechanical .....	4

#### ALLIED SUPPORT COURSES

MAT 123	Pre-Calculus .....	5
MAT 124	Calculus I with Analytic Geometry .....	5
MAT 125	Calculus II with Analytic Geometry .....	5
PHY 201	Engineering Physics I .....	5
PHY 202	Engineering Physics II .....	5

#### GENERAL EDUCATION COURSES

ENG 101	Composition .....	5
ENG 108	Technical Report Writing .....	3
PSY 220	Psychology of Human Relations .....	3

#### ELECTIVE COURSES

	6
<i>A minimum of 6 credits in the following areas:</i>	
• Visual, Literary & Performing Arts	
• Individuals, Cultures & Societies	

<hr/> TOTAL CREDITS	<hr/> 106-108
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## FLORISTRY

Floristry Department (206)764-5325

Instruction in the Floristry program includes lectures and practical experience in shop operation, design, techniques of buying, and floral display. Students gain firsthand experience in day-to-day business operations in a student-operated, retail flower shop on campus. The one-year certificate program offers comprehensive training in floristry. Upon completion, students may elect to continue training in the horticulture field toward an A.A.S. degree.

### Floristry Certificate

#### TECHNICAL SPECIALTY COURSES

LHO 202	Retail Floristry, Basic .....	4
LHO 205	Floral Design .....	4
LHO 206	Intro to Display .....	4
LHO 226	Retail Floristry, Intermediate .....	4
LHO 227	Retail Floristry, Advanced .....	4
LHO 231	Floral Design, Intermediate .....	4
LHO 232	Floral Design, Advanced .....	4
LHO 245	Management & Design for Floristry .....	4
LHO 250	Small Business Management .....	3
LHO 285	Interior Landscaping .....	4

#### ALLIED SUPPORT COURSES

ART 101	Design .....	4
BUS 116	Business Math/Spreadsheets .....	5

#### GENERAL EDUCATION COURSES

BUS 121	English Communications/College Preparatory Writing III .....	5
PSY 220	Psychology of Human Relations .....	3

TOTAL CREDITS 56

### Floristry

Associate of Applied Science Degree

COMPLETION OF CERTIFICATE REQUIREMENTS 56

#### TECHNICAL SPECIALTY COURSES

LHO 115	Fall Plant Identification (Broadleaf Evergreen) .....	4
LHO 116	Winter Plant Identification (Conifer) .....	4
LHO 117	Spring Plant Identification (Deciduous) .....	4
LHO 150	Principles of Horticulture Science I .....	3
LHO 210*	Pest Identification & Management .....	4

\*Meets recertification requirements for Pesticides License Test.

#### ALLIED SUPPORT COURSES

ACC 110	Intro to Accounting .....	5
BUS 230	Business Communications .....	5
IFS 100	Industrial First Aid .....	2

#### GENERAL EDUCATION COURSES

BUS 131	Integrated Communications I .....	5
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### ELECTIVE COURSES 10

A minimum of 10 credits in two of the following areas:

- Visual, Literary & Performing Arts
- Individuals, Cultures & Societies
- The Natural World

TOTAL CREDITS 102

### Floristry Marketing & Management

Associate of Applied Science Degree

COMPLETION OF CERTIFICATE REQUIREMENTS 56

TECHNICAL SPECIALTY COURSES 18-21

Students take SMG 265 plus 15-18 credits from the following:

MKT 110	Customer Service .....	5
MKT 115	Marketing Careers/DEC .....	2-6
MKT 201	Principles of Selling .....	3
MKT 205	Applied Advertising .....	5
MKT 210	Entrepreneurship .....	3
SMG 100	Leadership & Supervision .....	3
SMG 103	Working with Diverse Populations .....	3
SMG 110	Budget Preparation .....	3
SMG 120	Human Resources Administration I .....	3
SMG 265	Marketing & Promotion .....	3

#### ALLIED SUPPORT COURSES

BUS 101	Intro to Business .....	5
IFS 100	Industrial First Aid .....	2
MKT 197	Internship/Cooperative Education .....	10

GENERAL EDUCATION COURSES 15

BUS 131 Integrated Communications I .....

ELECTIVE COURSES 10

A minimum of 10 credits in two of the following areas:

- Visual, Literary & Performing Arts
- Individuals, Cultures & Societies
- The Natural World

TOTAL CREDITS 106-109

## HAZARDOUS MATERIALS HANDLING & MANAGEMENT TECHNOLOGY

Technical Education Division (206)764-5394

*NOTE: This program is currently undergoing major revisions. Please contact the division office for a list of current requirements for this program.*

Professionally trained individuals in the fields of chemical and hazardous materials handling and management are in critical need in our country today. To meet these needs, South Seattle offers a menu of the many certifications required under federal, state and local laws and regulations.

Short, concentrated courses offer the opportunity for people to continue updating their skills, and offer new or full-time students the opportunity to work in this changing field while they learn.

### Environmental Option

Certificate

#### TECHNICAL SPECIALTY COURSES

HMT 100	Intro to Hazardous Material Handling .....	3
HMT 101	Hazardous Materials Regulations I .....	5
HMT 102	Hazardous Materials Regulations II .....	5
HMT 103	Hazardous Materials Regulations III .....	5
HMT 204	Emergency Response .....	5
HMT 205	Recovery, Incineration, & Disposal of Hazardous Materials .....	5
HMT 270	Legal Aspects of Hazardous Materials Management .....	2

#### ALLIED SUPPORT COURSES

ICT 103	Computer Applications .....	2
MAT 111	Applied Mathematics I .....	5

#### GENERAL EDUCATION COURSES

ENG 105	Applied Composition .....	3
ENG 106	Technical Writing .....	3
PSY 220	Psychology of Human Relations .....	3

TOTAL CREDITS 46

### Associate of Applied Science Degree

COMPLETION OF CERTIFICATE REQUIREMENTS 46

#### TECHNICAL SPECIALTY COURSES

HMT 210	Industrial Processes .....	5
HMT 215	Hazardous Materials Toxicology .....	5
HMT 220	Industrial Hygiene & Health Physics .....	5
HMT 230	Air, Land, & Water Pathways .....	5
HMT 240	Chemical Analysis Methods .....	5
HMT 250	Advanced Chemical & Nuclear Analysis Methods .....	5
HMT 260	Sampling, Data Analysis & Quality Assurance .....	3
HMT 298	Special Topics .....	2

#### ALLIED SUPPORT COURSES

HMT 111	Applied Chemistry I .....	5
HMT 112	Applied Chemistry II .....	5
HMT 113	Applied Chemistry III .....	5

#### GENERAL EDUCATION COURSES

ENG 108	Technical Report Writing .....	3
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ELECTIVE COURSES 5

*A minimum of 5 credits in the following areas:*

- Visual, Literary & Performing Arts
- Individuals, Cultures & Societies

TOTAL CREDITS 104

## Occupational Safety & Health Option

### Associate of Applied Science Degree

From the union steward to the government compliance officer, there is a need across industry for individuals to be trained in safety operations. Industry safety monitors have many responsibilities, including determining safety concerns and finding solutions, knowing industry regulations, and bringing employee safety concerns to the attention of management. This program includes training for emergency response (OSHA and FEMA), accident investigation, construction safety, ergonomics, machine guarding, and much more.

#### TECHNICAL SPECIALTY COURSES

HMT 100	Intro to Hazardous Material Handling .....	3
HMT 101	Hazardous Materials Regulations I .....	5
HMT 102	Hazardous Materials Regulations II .....	5
HMT 120	Machine Guarding .....	5
HMT 204	Emergency Response .....	5
HMT 215	Hazardous Materials Toxicology .....	5
HMT 220	Industrial Hygiene & Health Physics .....	5
INT 125	Electrical Safety .....	5
INT 130	Cranes & Material Handling .....	5
INT 160	Intro to Safety & Health .....	5
INT 161	Applied Industrial Hygiene .....	5
INT 162	Construction Safety .....	5
INT 210	Industrial Ventilation .....	3
INT 215	Accident Investigation .....	5
INT 220	Ergonomics .....	5

#### ALLIED SUPPORT COURSES

HMT 111	Applied Chemistry I .....	5
ICT 103	Computer Applications .....	2
MAT 111	Applied Mathematics I .....	5

#### GENERAL EDUCATION COURSES

ENG 105	Applied Composition .....	3
ENG 106	Technical Writing .....	3
ENG 108	Technical Report Writing .....	3
PSY 220	Psychology of Human Relations .....	3

ELECTIVE COURSES 5

*A minimum of 5 credits in the following areas:*

- Visual, Literary & Performing Arts
- Individuals, Cultures & Societies

TOTAL CREDITS 100

## INDUSTRIAL MACHINING TECHNOLOGY

Technical Education Division (206)764-5365

As technology changes there is a continuing need for new tools and machinery. To keep up with demands of metal trades industries, the Industrial Machining Technology program provides a comprehensive curriculum using computer numerical controlled (CNC) systems for milling and lathe operations as well as more traditional methods.

Coursework includes shop organization, planning and safety procedures, interpreting blueprints, machining high-precision products, fabrication and assembly of parts, tools and machines. After training on computerized systems, the student can program and manufacture detailed parts common to high-tech industries.

Employment opportunities include entry-level machinist positions, tool and die makers, millwrights, tool and cutter grinders, and related jobs. Training leads to skilled positions in production, maintenance and toolroom departments in manufacturing, construction, automotive, aircraft, machinery and metal/plastic product industries.

### Certificate

#### TECHNICAL SPECIALTY COURSES

IMT 101	Orientation to Lathe Practices .....	8
IMT 110	Milling Machine Operations .....	8
IMT 111	Advanced Milling Machine Operations .....	8
IMT 119	Intro to Computer Numeric Control Manufacturing .....	10
IMT 125	Math Applications in IMT I .....	3
IMT 126	Math Applications in IMT II .....	3
IMT 127	Math Applications in IMT III .....	3

#### ALLIED SUPPORT COURSES

CSC 100	Beginning Computers .....	5
IFS 100	Industrial First Aid & Safety .....	2
QCT 120	Mechanical Measurement I .....	3
QCT 215	Quality Control Statistics I .....	3
TDR 129	Industrial Blueprint Reading .....	3

#### GENERAL EDUCATION COURSES

ENG 105	Applied Composition .....	3
ENG 106	Technical Writing .....	3
ICT 103	Computer Applications .....	2
PSY 220	Psychology of Human Relations .....	3

TOTAL CREDITS 70

Associate of Applied Science Degree

COMPLETION OF CERTIFICATE REQUIREMENTS 70

#### TECHNICAL SPECIALTY COURSES

IMT 112	Precision Grinding .....	3
IMT 120	Intermediate Computer Numeric Control Milling .....	10
IMT 121	Advanced Computer Numeric Control Machining .....	10
IMT 228	IMT Math Applications IV .....	3
IMT 229	IMT Math Applications V .....	3

#### ALLIED SUPPORT COURSES

BUS 131	Integrated Communications I .....	5
	- OR -	
ENG 108	Technical Report Writing .....	3
WFT 100	Welding Processes & Applications .....	2

GENERAL EDUCATION COURSES 10

*A minimum of 10 credits in two of the following areas:*

- Visual, Literary & Performing Arts
- Individuals, Cultures & Societies
- The Natural World

TOTAL CREDITS 114-116

## INDUSTRIAL MANUFACTURING TECHNOLOGY

Technical Education Division (206)764-5365

Industrial manufacturing technology at South is designed to provide practical technician-level training in current theory and practices common to all fields of manufacturing technology. All of the 1993 competencies and standards recommended by Washington State's Manufacturing Technology Advisory Group (MTAG) are incorporated into courses available in this program. These programs are designed to prepare competent technicians for entry-level positions in the broad field of industrial manufacturing technology.

The general manufacturing program draws from South's various manufacturing-related technical certificate and degree programs. Students are required to complete a common set of technical, allied support, and general education courses to ensure a thorough understanding of manufacturing processes and to prepare them for advanced work in at least one specialty area. Specialty areas include:

Computer Integrated Manufacturing .....	(CIM)
Computing Technology .....	(CT)
Industrial Control/Robotics .....	(DCT)
Industrial Technology .....	(INT)
Hazardous Materials Handling & Management .....	(HMT)
Manufacturing Technology .....	(IMT)
Supervision & Management .....	(SMG)
Quality Assurance Technology .....	(QCT)
Welding Fabrication Technology .....	(WFT)

The program utilizes innovative applied academics courses in mathematics, physics, biology, chemistry, humanities, and communication. These courses are integrated with the technical specialty courses to allow students to apply what they are learning in the academic courses to their technical specialties. A mathematics/science-oriented background is highly desirable for students interested in manufacturing technology careers. High school courses should include mathematics and physics or chemistry. Those students entering with applied academics training in high school Tech Prep programs may qualify for advanced courses.

## LANDSCAPE & ENVIRONMENTAL HORTICULTURE

Technical Education (206)764-5394

Landscape and environmental horticulture programs emphasize training for employment in garden centers, florist shops, landscape design firms, tree services, spraying services, retail and wholesale nurseries, and parks maintenance agencies. Both certificate and A.A.S. degree programs are offered. Occupational extension courses are also available for working students to improve and upgrade qualifications.

Students in the program must purchase folding saws, hand-pruners, loppers, rain gear, and steel-toed work boots. All equipment (except rain gear and steel-toed boots) is available for purchase on campus.

### Certificate

#### TECHNICAL SPECIALTY COURSES

LHO 100	The Landscape Industry .....	2
LHO 111	Greenhouse Operations .....	4
LHO 112	Garden Center Management .....	4
LHO 115	Fall Plant Identification (Broadleaf Evergreen) .....	4
LHO 116	Winter Plant Identification (Conifer) .....	4
LHO 117	Spring Plant Identification (Deciduous) .....	4
LHO 120	Herbaceous Plant Identification .....	4
LHO 121	Landscape Design I .....	4
LHO 125	Landscape Design II .....	4
LHO 130	Fall Maintenance Planning - OR -	
LHO 137	Spring Maintenance Operations and Techniques .....	4
LHO 150	Principles of Horticulture Science I .....	3
LHO 151	Principles of Horticulture Science II .....	3
LHO 152	Soils .....	3
LHO 155	Pruning .....	4

#### ALLIED SUPPORT COURSES

BUS 116	Business Math/Spreadsheets .....	5
IFS 100	Industrial First Aid .....	2

#### GENERAL EDUCATION COURSES

BUS 131	Integrated Communications I .....	5
PSY 220	Psychology of Human Relations .....	3

TOTAL CREDITS		66
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Associate of Applied Science Degree

COMPLETION OF CERTIFICATE REQUIREMENTS 66

TECHNICAL SPECIALTY COURSES 24

*Must include a minimum of 24 credits from one of three specialty areas:*

A. Landscape/Nursery Management

LHO 118 Washington Certified Nurserymen Review ..... 4  
 LHO 119 Deciduous Plants for the Pacific NW ..... 4  
 LHO 138 Maintenance Estimating Bidding ..... 3  
 LHO 180 Field Applications ..... 1-8  
 LHO 210\* Pest Identification & Management ..... 4  
 LHO 215 Plant Propagation for Horticulture ..... 4  
 LHO 217 Plant Propagation Workshop ..... 4  
 LHO 220 Turf Grass Culture ..... 4  
 LHO 235 Intro to Drainage & Irrigation Systems ..... 4  
 LHO 250 Small Business Management for Horticulture ..... 3  
 LHO 255 Small Engine Repair ..... 4

B. Landscape Design/Construction

LHO 210\* Pest Identification & Management ..... 4  
 LHO 235 Intro to Drainage & Irrigation Systems ..... 4  
 LHO 236 Irrigation Systems Design Project I ..... 4  
 LHO 250 Small Business Management for Horticulture ..... 3  
 LHO 262 Landscape Design III ..... 4  
 LHO 264 Landscape Design IV ..... 4  
 LHO 265 Landscape Contracts & Specs ..... 3  
 LHO 266 Landscape Design V ..... 4  
 LHO 267 CAD for Landscape I ..... 3  
 LHO 268 CAD for Landscape II ..... 3  
 LHO 272 Landscape Construction Project I ..... 4  
 LHO 273 Landscape Construction Project II ..... 4  
 LHO 291 Arboretum Planning Techniques ..... 4  
 LHO 295 Externship ..... 2-8  
 - OR -  
 LHO 180 Field Applications ..... 1-8

C. Urban Forestry

LHO 138 Maintenance Estimating & Bidding ..... 3  
 LHO 152 Soils ..... 3  
 LHO 180 Field Applications ..... 1-8  
 LHO 210\* Pest Identification & Management ..... 4  
 LHO 240 Introduction to Urban Forestry ..... 2  
 LHO 242 Tree Selection ..... 4  
 LHO 244 Transplanting & Establishing Urban Trees ..... 4  
 LHO 246 Urban Tree Management ..... 4  
 LHO 248 Urban Tree Problems ..... 4  
 LHO 256 Advanced Tree Pruning & Removal ..... 4  
 LHO 257 Diagnosis of Hazardous Trees, Cabling & Bracing Technologies ..... 4

ALLIED SUPPORT COURSES

ACC 110 Intro to Accounting ..... 5  
 BUS 230 Business Communications ..... 5

GENERAL EDUCATION COURSES 10

*A minimum of 10 credits in two of the following areas:*

- Visual, Literary & Performing Arts
- Individuals, Cultures & Societies
- The Natural World

TOTAL CREDITS 110

*\*LHO 210 meets recertification requirements for Pesticides License Test.*

## MANUFACTURING TECHNOLOGY

Technical Education (206)764-5394

This program provides practical technician-level training in current theory and practices common to all fields of manufacturing technology. All of the 1993 competencies and standards recommended by Washington State's Manufacturing Technology Advisory Group (MTAG) are incorporated into courses available in this program. These programs are designed to prepare competent technicians for entry-level positions in the broad field of industrial manufacturing technology.

The program draws from various manufacturing-related certificate and degree programs. Students are required to complete a common set of technical, allied support and general education courses to ensure a thorough understanding of manufacturing processes and to prepare for advanced work in at least one specialty area.

Associate of Applied Science Degree

### TECHNICAL SPECIALTY COURSES

HMT 100	Intro to Hazardous Materials Handling .....	3
QCT 113	Materials of Industry .....	3
QCT 121	Machine Shop Processes .....	3
QCT 215	Quality Control Statistics I .....	3
QCT 217	Statistics & Statistical Process Control .....	3
QCT 260	Total Quality Management .....	3
TDR 121	Drafting Technology I .....	7
TDR 226	Intro to Computer-Aided Drafting .....	3
TDR 227	Advanced Computer-Aided Drafting .....	3

### TECHNICAL ELECTIVES 7

*Suggested technical electives include: ICT 104, WFT 100, IMT 119, or IFS 100.*

### ALLIED SUPPORTING COURSES

ACC 110	Intro to Accounting .....	5
ACC 111	Intro to Accounting Computer Applications I .....	3
ACC 120	Intro to Accounting II .....	5
CHE 101	Chemistry .....	5
ECO 200	Principles of Economics & Microeconomics - OR - .....	5
ECO 201	Principles of Economics & Macroeconomics .....	5
ICT 103	Computer Applications .....	2
MAT 111	Applied Mathematics I .....	5
MAT 112	Applied Mathematics II .....	5
MAT 113	Applied Mathematics III .....	5
PHY 111	Technical Physics I .....	5
PHY 112	Technical Physics II .....	5
SMG 100	Leadership & Supervision .....	3
SMG 110	Budget Preparation .....	3
SMG 210	Project Management .....	3

### GENERAL EDUCATION COURSES

ENG 105	Applied Communications .....	3
ENG 106	Technical Writing .....	3
ENG 108	Technical Report Writing .....	3

### ELECTIVE COURSES 10

*A minimum of 10 elective credits in two of the following areas:*

- Visual, Literary & Performing Arts
- Individuals, Cultures & Societies

TOTAL CREDITS 116

## MARKETING

Technical Education (206)764-5394

Considered to be the fastest growing field of the new millennium, marketing offers a variety of career opportunities. This program provides skill development in promotion, sales, advertising and customer service, with an emphasis on practical instruction and internships.

Associate of Applied Science Degree

### TECHNICAL SPECIALTY COURSES

BUS 101	Intro to Business .....	5
MKT 100	Marketing Keystone .....	1
MKT 110	Customer Service .....	5
MKT 115	Marketing Careers/Delta Epsilon Chi (DEC) .....	6*
MKT 197	Marketing Internship .....	3-15
MKT 201	Principles of Selling .....	3
MKT 205	Applied Advertising .....	5
MKT 210	Entrepreneurship .....	5
MKT 215	Marketing Research .....	5
MKT 299	Marketing Capstone .....	2
SMG 100	Leadership & Supervision .....	3
SMG 210	Project Management .....	3
SMG 265	Marketing & Promotion .....	3

*\*Two credits per quarter*

### ALLIED SUPPORT COURSES

ACC 110	Intro to Accounting (or ACC 210) .....	5
ACC 111	Intro to Accounting Computer .....	3
BUS 116	Business Math/Spreadsheets - OR - .....	5
BUS 169	Using Computers in Business .....	5
BUS 175	Applied Business Statistics .....	5
BUS 250	Business Law - OR - .....	5
BUS 200	Intro to Law .....	5

### GENERAL EDUCATION COURSES

BUS 131	Integrated Communications I - OR - .....	5
ENG 101	Composition .....	5
BUS 230	Business Communications - OR - .....	5
ENG 102	Composition .....	5
PSY 220	Psychology of Human Relations .....	3
	- OR - .....	
PSY 110	General Psychology .....	5

*A minimum of 10 elective credits in two of the following areas 10*

- Visual, Literary & Performing Arts
- Individuals, Cultures & Societies
- The Natural World

TOTAL CREDITS 95-109



## OCCUPATIONAL TEACHER/TRAINER EDUCATION

Professional Development (206)763-5138

This program is designed for business and industry professionals planning to teach in vocational and technical education programs in a community or technical college, secondary or special populations setting. Courses provide background to beginning and experienced industry-based trainers or instructors.

### Certificate

#### TECHNICAL SPECIALTY COURSES

IFS 100	Industrial First Aid & Safety .....	2
OTE 105	Elements of Instruction .....	3
OTE 120*	Occupational Analysis & Program Planning .....	3
OTE 125*	Course Organization .....	3
OTE 140	Instructional Materials & Media .....	3
OTE 150	Assessment & Evaluation Methods .....	3
OTE 197	Internship .....	3
OTE 230	History & Philosophy of Vocational Education .....	3

\* Offered and taken concurrently as 6 credits.

#### ALLIED SUPPORT COURSES

BUS 116	Business Math/Spreadsheets .....	5
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#### GENERAL EDUCATION COURSES

BUS 131	Integrated Communications I .....	5
BUS 230	Business Communications .....	5
BUS 169	Using Computers in Business .....	5
PSY 220	Psychology of Human Relations .....	3
	- OR -	
PSY 110	General Psychology .....	5

TOTAL CREDITS 46-48

Associate of Applied Science Degree

COMPLETION OF CERTIFICATE REQUIREMENTS 46

#### ALLIED SUPPORT COURSES

OTE 170	Leadership Development Techniques .....	3
OTE 197	Internship .....	5

ELECTIVE COURSES 15

Choose 15 credits minimum from the following:

OTE 210	Shop/Lab Project Management & Organization .....	3
OTE 225	Needs Assessment/Survey Techniques .....	3
OTE 235	Intro to Organization & Administration of Vocational Education .....	3
OTE 238	Coordination Techniques for Vocational Education Programs .....	3
OTE 240	The Community College .....	3
OTE 252	Computer Literacy for Vocational Education .....	3
OTE 255	Public Relations for Vocational & Technical Instructors ..	3
OTE 270	Conference Leading Techniques .....	3
OTE 282	Contemporary Concepts in Vocational Education .....	3
OTE 265	Instructional Strategies .....	3
	-PLUS-	
OTE 110	Occupational Specialty Assessment .....	35

Students may request evaluation of career experience, education and training in their discipline that may apply to meet occupational specialty requirements through a portfolio review process. They may receive up to 30 credits (based on committee evaluation) for a total of 35 credits. Students receiving less credit can meet the occupational specialty requirement through course work within their discipline.

TOTAL CREDITS 104

## QUALITY ASSURANCE TECHNOLOGY

Technical Education Division (206)764-5394

The field of quality control technology offers career opportunities for those interested in providing quality products to consumers. Consumer awareness and demand for quality goods and services in manufacturing, construction and other industries has created a demand for highly skilled and educated technicians.

This program emphasizes industrial processes and materials during the first year of study, with specialized technical training in quality control concepts and techniques provided in the second year. Quality control technicians use environmental, mechanical and electrical testing, as well as chemical, physical and metallurgical evaluations. These evaluations are generally performed on a product from raw material stage through each phase of production.

### Certificate

#### TECHNICAL SPECIALTY COURSES

QCT 110	Principles of Inspection .....	3
QCT 120	Mechanical Measurement I .....	3
QCT 122	Electrical Measurement I .....	3
QCT 205	Non-Destructive Testing I .....	3
QCT 210	Destructive Testing I .....	3
QCT 215	Quality Control Statistics I .....	3
QCT 235	Quality Control Concepts I .....	3
QCT 260	Total Quality Management .....	3

TECHNICAL SPECIALTY ELECTIVES 3

*See list of available courses under associate degree requirements listed below.*

#### ALLIED SUPPORT COURSES

ICT 103	Computer Applications .....	2
MAT 111	Applied Mathematics I .....	5

#### GENERAL EDUCATION COURSES

ENG 105	Applied Composition .....	3
ENG 106	Technical Writing .....	3
PSY 220	Psychology of Human Relations .....	3

TOTAL CREDITS 43

### Associate of Applied Science Degree

COMPLETION OF CERTIFICATE REQUIREMENTS 43

TECHNICAL SPECIALTY ELECTIVES 33

CTN 131	Intro to Computer Programming .....	5
QCT 101	Welding Processes .....	3
QCT 113	Materials of Industry I .....	3
QCT 121	Machine Shop Processes .....	3
QCT 141	Foundry Processes .....	3
QCT 207	Non-Destructive Testing II .....	3
QCT 209	Non-Destructive Testing III .....	3
QCT 212	Destructive Testing II .....	3
QCT 217	Statistics & Statistical Process Control .....	3
QCT 220	Mechanical Measurement II .....	3
QCT 221	Mechanical Measurement III .....	3
QCT 222	Electrical Measurement II .....	3
QCT 225	Reliability Objectives .....	3
QCT 245	Quality Control Concepts II .....	3
QCT 250	Quality Control Documentation .....	3
QCT 260	Total Quality Management .....	3
QCT 295	Externship (non-transferable) .....	1-15

#### ALLIED SUPPORT COURSES

CHE 100	Chemistry & Society - OR -	
HMT 111	Applied Chemistry I .....	5
PHY 101	General Physics I - OR -	
PHY 111	Technical Physics .....	5

#### GENERAL EDUCATION COURSES

ENG 108 Technical Report Writing ..... 3

GENERAL EDUCATION ELECTIVES 7

*General Education electives depends on individual students' goals, and may be from technical specialty, allied support, general education areas or a combination.*

TOTAL CREDITS 96

## SUPERVISION & MANAGEMENT

Professional Development Division (206)763-5138

This program provides management skills and training for students beginning their careers, employees interested in advancing to management, and professionals who want to sharpen management skills. It offers practical instruction with emphasis on current and emerging supervision and management techniques.

Levels of recognition are provided during progressive phases of the program. A certificate of achievement is awarded for the completion of a minimum 55 credits. An A.A.S. degree is awarded for the completion of the certificate plus required courses.

Prerequisite: SMG 100, may be taken concurrently within program.

### Certificate

#### TECHNICAL SPECIALTY REQUIREMENTS

SMG 100	Leadership & Supervision .....	3
SMG 103	Working w/Diverse Populations .....	3
SMG 110	Budget Preparation .....	3
SMG 120	Human Resources Administration I .....	3
SMG 197	Internship .....	5
SMG 210	Project Management .....	3
SMG 217	Organizational Behavior .....	3
SMG 220	Human Resources II: Performance Management .....	3
SMG 222	Human Resources III: Management & Labor Relations .....	3
SMG 265	Marketing & Promotion .....	3

#### RELATED INSTRUCTION

BUS 110	Business Mathematics .....	5
BUS 131	Integrated Communications I .....	5
BUS 169	Using Computers in Business .....	5
BUS 230	Business Communications .....	5
PSY 220	Psychology of Human Relations .....	3

TOTAL CREDITS 55

### Associate of Applied Science Degree

COMPLETION OF CERTIFICATE REQUIREMENTS 55

#### RELATED INSTRUCTION

BUS 101	Intro to Business .....	5
BUS 235	Oral Communications in Business .....	5
BUS 250	Business Law .....	5
SMG 197	Internship .....	5

CHOOSE A CONCENTRATION FROM THE FOLLOWING: 15-20

*Accounting, Marketing, Computers, Training, or College Transfer track*

TOTAL CREDITS 90-95

## TELECOMMUNICATIONS SYSTEMS MANAGEMENT

Technical Education Division (206)764-5394

The Telecommunications Systems Management program provides the student with basic knowledge in electronics and various communication systems necessary to enter an industrial position as a telecommunications technician. The rapid changes this industry is currently experiencing will continue into the future. Accordingly, this program prepares the student to enter the market at the proper levels as well as be positioned for the necessary lifelong learning required to stay in the field. In addition, the student will experience the current level of technology in various forms of communication that are represented in the marketplace. The inclusion of extensive electronics theory, computer technologies, and communications technologies including analog, digital, audio, data, video, wired and wireless will prepare the graduates for any communications industry opportunity as well as providing the basic knowledge necessary for ongoing changes in technology.

*NOTE: This program is undergoing major revisions. Students should contact the division for information about program requirements.*

## TRUCK DRIVING, COMMERCIAL

Technical Education Division (206)764-5394

The commercial truck driver training program provides training for over-the-road truck drivers, local drivers, dispatchers and inner-city bus drivers. Students learn technical aspects of driving various sizes and combinations and gain the knowledge and skills needed to operate today's highly sophisticated commercial vehicles. Students use a truck simulator on campus as well as actual range and road driving in various commercial vehicles.

The 15-week program includes approximately 375 hours of training. Instruction is conducted daily (4 days per week) and includes both day and night driving exercises.

Requirements for enrollment are: a valid State of Washington drivers license, a Department of Transportation (DOT) physical examination (form available from local state of Washington Department of Licensing), Commercial Driver Licensing (CDL) learner's permit endorsement, and a copy of the student's driver's license abstract.

Certificate

### TECHNICAL SPECIALTY COURSES

CTD 138 Basic Fundamentals of Comm. Vehicle Driving ..... 24

TOTAL CREDITS 24

Associate of Applied Science Degree

### TECHNICAL SPECIALTY COURSES

CTD 131 Fundamentals of Commercial Truck Driving ..... 18

CTD 132 Basic Driver Training ..... 7

CTD 133 Advanced Driver Training I ..... 7

CTD 136 Heavy-duty Mechanical Commercial Driver's Licensing Training ..... 10

- PLUS -

*A minimum of 13 credits from the following:*

HDM 102 Basic Electrical & Electronics ..... 5

HDM 103 Intro to Truck & Trailer Maintenance ..... 3

HDM 104 Batteries, Generators & Alternators ..... 5

HDM 105 Truck & Trailer Preventative Maintenance ..... 4

HDM 106 Cranking, Ignition & Lighting Systems ..... 5

HDM 108 Refrigeration & Air Conditioning ..... 5

HDM 109 Truck & Trailer Repair ..... 4

### ALLIED SUPPORT COURSES

ICT 103 Applied Computers ..... 2

MAT 110 Applied Math for Technicians ..... 3

- PLUS -

*A minimum 11 credits from at least two of the following areas:*

Business & office; mathematics & science;

supervision & management; technical specialty. .... 11

### GENERAL EDUCATION COURSES

ENG 105 Applied Composition ..... 3

ENG 106 Technical Writing ..... 3

PSY 220 Psychology of Human Relations ..... 3

ELECTIVE COURSES 10

*A minimum of 10 credits in 2 of these areas*

- Visual, Literary & Performing Arts
- Individuals, Cultures & Societies
- The Natural World

TOTAL CREDITS 90+

## WELDING FABRICATION TECHNOLOGY

Technical Education Division (206)764-5394  
(206)764-5352

Metal fabrication and welding are stock tools of many trades. In U.S. industry, the demand for trained weld fabricators continues to rise in the small shop setting. The range of job opportunities and skill needs is diverse, including blueprint reading, layout, cutting and fitting parts, tack and production welding, finishing and material handling.

Training includes all facets of welding and fabrication operations including blueprint reading, planning operation sequence, applying knowledge of geometry, heat effects and metal properties, layout, positioning, fitting, welding and material handling. Computer training is included so that WFT graduates can program and operate state-of-the-art computer-controlled machinery. Special projects are also offered for the journey-level weld fabricator desiring to update skills and certification.

Graduates are prepared for positions such as weld fabricators, shop supervisors, estimators and shop owners in boatbuilding, automotive, machine fabrication, commercial fishing gear, piping systems, and building construction and maintenance.

### Certificate

#### TECHNICAL SPECIALTY COURSES

WFT 100	Welding Processes & Applications .....	2
WFT 101	Use of Power Tools in Welding Fabrication .....	1
WFT 105	Use of Blueprints in Welding Fabrication .....	2
WFT 106	Basic Layout Skills .....	2
WFT 107	Advanced Layout .....	2
WFT 108	Fabrication Estimating & Layout .....	3
WFT 109	Development of Welding Procedure .....	2
WFT 119	Use of the Press Brake in Welding Fabrication .....	2
WFT 120	Shielded Metal Arc Welding .....	5
WFT 121	Basic Oxyacetylene Cutting & Joining .....	5
WFT 122	Air Carbon Arc Cutting Operations .....	1
WFT 123	The Use of Welding Symbols .....	2
WFT 124	Gas Metal & Flux Core Arc Welding .....	5
WFT 125	Flame Shaping as a Forming Method .....	3
WFT 126	Punching & Shearing .....	3
WFT 127	Gas Tungsten Arc Welding .....	5
WFT 128	Fabrication of Aluminum Weldments .....	5
WFT 129	Weldment Inspection & Evaluation .....	5
WFT 130	Welding Certification .....	3
WFT 131	Material Handling .....	3
WFT 132	Maintenance & Repair Welding Techniques .....	5
WFT 133	Salvage & Reconstruction of Weldments .....	5
WFT 134	Use of Heat Treat .....	5
WFT 135	Submerged Arc Welding .....	4
WFT 136	Plasma Arc Welding .....	4
WFT 137	Construction of Welding Location Jigs & Fixtures .....	4
WFT 139	Employee Rights & Responsibilities .....	3

#### ALLIED SUPPORT COURSES

ICT 103	Computer Applications .....	2
MAT 111	Applied Mathematics I .....	5

#### GENERAL EDUCATION COURSES

ENG 105	Applied Composition .....	3
ENG 106	Technical Writing .....	3
PSY 220	Psychology of Human Relations .....	3

TOTAL CREDITS 107

### Associate of Applied Science Degree

COMPLETION OF CERTIFICATE REQUIREMENTS 107

#### ALLIED SUPPORT COURSES

CTN 131	Intro to Programming .....	5
WFT 138	Advanced Fabrication of Weldments .....	2
WFT 140	Industry Internship .....	6

#### GENERAL EDUCATION COURSES

ENG 108	Technical Report Writing .....	3
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ELECTIVE COURSES 5

*A minimum of 5 credits in the following areas:*

- Visual, Literary & Performing Arts
- Individuals, Cultures & Societies

TOTAL CREDITS 128

## WORK EXPERIENCE/INTERNSHIP/ COOPERATIVE EDUCATION

Career Information, Employment Center  
and Internship Programs (206)764-5304

Career Link (206)764-7946

South Seattle Community College prides itself on its strong ties to the current workplace through constant relationship of employers, students, and college faculty. Students gain valuable experience and may receive college credit for employment relating to their major course of study.

# Administration & Faculty

## Office of the President

DAVID MITCHELL, President: B.A., California State University; M.A., Washington State University; Ph.D., University of Washington.

WENDY NAGASAWA, Executive Assistant: A.A., Seattle Central Community College.

SCOTT REARDEAN, Director of Fund Development: A.A., Highline Community College, B.A., Seattle University.

KATHRYN VEDVICK, Director, Program Services: A.A., South Seattle Community College; Central Washington University.

## Administrative Services

JOHN P. WELCH, Vice President of Administrative Services: B.A., Eastern Washington University; M.B.A., Pacific Lutheran University.

MATTHEW HORWITZ, Manager, Facilities & Operations: Coursework, Pratt Institute and Boston Architectural Center.

JAMES LEWIS, Manager, Safety & Security: A.A., South Seattle Community College.

KRISTIN RIPLEY, Manager, Bookstore: B.A., University of Rhode Island.

## Office of Instruction

JILL WAKEFIELD, Vice President for Instruction: B.A., Central Washington University; M.P.A., University of Washington; Ed.D., Seattle University.

MARSHA BROWN, Institutional Planner: B.A., Wellesley; M.A.T., Brown; Ed.D., Harvard University.

ANNE CHAMBERS, Coordinator, Institutional Research: B.A., University of Washington.

## Instruction

DANIEL P. CASSIDY, Associate Dean: Community College Vocational Certificate; Professional Food Service Management Organization; Council on Hotel, Restaurant, and Institutional Education; National Restaurant Association.

DENNIS COLGAN, Director, Education Technology: B.A., California State University at Northridge; M.A., California State.

MARIE COON, Director, Career Link and YO! (Youth Opportunity Initiative at New Holly and High Point): B.A., University of Michigan.

GAYLE FLAKUS, Assistant Manager, Duwamish Center: B.S., Western Washington University.

RICHARD B. GARTRELL, Dean for Continuing Education and Economic Development: B.A., M.A., San Francisco State; doctoral studies, University of Nebraska.

SUZANNE GRIFFIN, Associate Dean, Academic Programs: B.A., St. Mary's College of Notre Dame; M.A., San Francisco State University; Ph.D., University of Washington.

MALCOLM GROTHE, Associate Dean, Technical Education: A.A.S., Highline Community College; B.S., Southern Illinois University; M.A. Ed., Seattle University.

KATHLEEN KWILINSKI, International Student Manager: B.A., Seattle University.

STUART SAVIN, Associate Dean of Technical Education: B.A., University of Connecticut; M.S. Ed., State University of New York at New Paltz; A.S.E. Master Certification in Automotive & Truck; NATEF Evaluation Team Leader.

MARY JO WHITE, Associate Dean, Academic Programs: B.A., Western Washington University; M.L.S. and Ph.D., University of Washington.

## Student Personnel Services

KAREN M. FOSS, Vice President, Student Services: B.A., University of Washington; M.A., Antioch University Seattle; Community College Vocational Certificate.

MARIA ANDERSON, Assistant Director, Financial Aid: A.A.S., South Seattle Community College.

JOSEFINA FARINAS-MARINO, Learning Specialist, Upward Bound: B.A., University of Washington.

JENNIFER HAHN, Student Services Specialist, Educational Talent Search: B.A., University of North Texas; M.Ed., University of Washington.

ELIZABETH HALE, Director, Career & Employment Services: B.A., M.S.W., University of Washington.

KIM MANDERBACH, Associate Dean, Enrollment Services: B.A., Pitzer College; M.Ed., Seattle University.

KEN MATSUDAIRA, Learning Specialist, Upward Bound: B.A., Evergreen State College.

JESUS MORA-HERRERA, Financial Aid Specialist: B.A., University of Washington.

ROBERT RUSSELL, Director, Financial Aid: B.A., M.A., Brigham Young University.

LISA SEVER, Manager, Early Childhood Program: B.A., Washington State University.

BRIAN STURDIVANT, Coordinator Trio Programs, Director, Upward Bound: B.S., University of Montevallo; M.S., Troy State University.

VIRGINIA SULLIVAN, Manager, Advising and Information Center: B.A., University of Great Falls.

ROXANNE TILLMAN, Director, Special Student Services: B.A., M.A., University of Washington.

## The Faculty

ABRAM, JABUS, Computing Technology: A.A., Seattle Central Community College; B.A., United Theological Seminary.

ALI, ABOUBAKER, ESL: B.S., State University of New York.

ALLEN, ROBERT, Machine Shop: Machinist; Washington State Apprenticeship Certificate; Community College Vocational Certificate.

ANDERSEN, HOWARD S., Automotive Technology: A.A.S., Chemeketa Community College; Master Technician A.S.E. Certified; G.M. and Chrysler Certification; Community College Vocational Certificate.

ATCHISON, ARLEEN, Mathematics: B.A., M.Ed., University of Washington.

BAKER, CORINNE LEE, Mathematics, Business: Brigham Young University; Eastern Washington University.

BALDWIN, SARA, ESL, IELP Coordinator: B.A., Goddard College; M.A., University of Minnesota.

BEAN, ROSALIE (KIT), ESL: B.A., Stanford University; Teaching Certificate in French and Librarianship, College of Great Falls; M.A. and TESOL Certificate, Seattle University.

BECK, BARBARA, ABE: B.A., Eastern Washington University; M.A., Central Washington University.

BELLOWS, HALLIMAH, ESL: B.S., New York University; M.A., University of Exeter; M.S., San Francisco State University.

BENTLEY, JUDY, English: B.A., Oberlin College; M.A., New York University.

BERGER, JEAN-CLAUDE, Pastry and Specialty Baking: Brevet from École Hoteliere, Strasbourg, France; Community College Vocational Certificate.

BISSONNETTE, DONALD, ESL: B.A., Bridgewater State College; M.Ed., Lesley College.

BOBBITT, VAN, Landscape & Environmental Horticulture: B.A., Central Washington University; M.A., California Polytechnic State University.

BOURRET, ROGER, Applied Communications and ESL: B.A., St. Michael's College; M.Ed., University of Washington.

BUSCHHOFF, JAMES H., ESL: B.A., State University of New York, Fredonia.

CASTILLO, BLANCA, ESL: A.A., College of San Mateo; B.A., M.A., San Francisco State.

CHANG, ASHLEY, ESL: B.A., Xiangtan University, China; M.A., University of Massachusetts; Ph.D., Columbia University.

CHASE, LINDA, Home & Family Life Coordinator: A.A., North Seattle Community College; B.A., University of Washington; Community College Vocational Certificate.

CHINN, DORIENNE, ESL: B.S., University of Washington; M.Ed., Seattle University.

CHU, STANLEY YEN, English: B.A., University of South Carolina; M.A., University of Washington.

CLARK, ELIZABETH SUSAN, ESL: B.A., University of California, Los Angeles; M.Ed., Seattle University.

CLAWSON, CAL, Mathematics: B.A., M.A., University of Utah.

COATES-WHITE, STEPHEN, Counseling: B.A., Whitman College; M.A., Seattle University.

COLLINS, DOUGLAS, ESL: B.A., University of Florida; M.A., University of Washington.

COSKEY, THEODORE D., Mathematics, Astronomy, Developmental Mathematics: B.A., University of California; M.S., University of Illinois; Secondary Teaching Certificate; Community College Vocational Certificate.

DANG, (ROSE) CAM-HUONG, ESL: B.A., University of Saigon; M.B.A., Seattle University.

DELA-CRUZ, ROBERT, English: B.S., United States Military Academy at West Point; U.S. Command and General Staff College, Fort Leaven-worth; M.A., University of Pittsburgh.

DOBRICH, DAVID, Airframe - Power-plant: Airframe & Powerplant Mechanic - F.A.A. Rating; Commercial Instrument Pilot F.A.A. License; Community College Vocational Certificate.

DOWNNS, RICHARD, Applied Academics: B.S., University of Minnesota; M.S., Oregon State University; M.S., University of Washington; Ph.D., University of Washington; Registered Mechanical Engineer, Washington State.

DWYER, ANN E., ESL: B.A., Carleton College; M.M.E., University of Montana; School for teaching English as a Second Language, Seattle University.

EGUCHI, TERESA, Counselor: B.A., M.Ed., Western Washington University.

EVANS, MIKE, Digital Control/Robotics Technology: Electronics Technician Certificate, Los Angeles. Trade and Technical College; F.C.C. General Radiotelephone Operators Certificate/Radar; Community College Vocational Certificate.

FERRARO, CAROLE, ESL: B.S., St. John's University; M.A., State University of New York at Stony Brook; M.S., Columbia University Graduate School of Social Work, C.S.W.

FLAHAVAN AGHAI, BARBARA, ESL: B.S., University of San Francisco; M.Ed., Lesley College; California Secondary Teaching Credential.

FORD, MARGARET, Cosmetology: Licensed Cosmetology Instructor; A.A.S. Degree in Vocational Technical Education; Community College and Highline School District Vocational Certificate.

FORD, STEVEN, Auto Body Rebuilding and Refinishing: Journeyman Auto Body Repairman; Community College Vocational Certificate.

FOX, SHARON (SAM), Cosmetology: Licensed Cosmetology Instructor, A.A.S. Degree in Vocational Technical Education.

FRANCO, MARC, Biology/Chemistry: B.S., University of Washington; Ph.D., University of North Carolina; Post-Doctorate, University of Kiel, West Germany.

FRENCH, ALAN, ESL: B.A., University of Washington; M.A., University of Wisconsin.

GOBLE, MARIANNE G., Airframe/Powerplant - Airframe & Powerplant Mechanic: A.A.S., South Seattle Community College; F.A.A. Rating, F.A.A.; Community College Vocational Certificate.

GRAY, JUDY, Business and Office Occupations: B.A., M.A., Washington State University; Community College Vocational Certificate.

GU, CHARLES, Mathematics: B.S., Fudan University; M.S., Shanghai Internal Combustion Engine Research Institute; M.S., Ph.D., University of Washington.

HAGEN, DANIEL B., Computing Technology: B.A., University of Nevada; Community College Vocational Certificate.

HALL, JUDY, Home & Family Life: Community College Vocational Certificate.

HALVORSEN, LIZA, Art: B.F.A., University of Washington; M.F.A., Mills College.

HARAN, SHARYN, Business & Office: B.A., Education, Northeastern Illinois University; M.Ed., University of British Columbia.

HARDER, MARGO, ESL: A.A., Seattle Central Community College; B.A., University of Washington.

HARRIS, CHRISTOPHER S., Pastry & Specialty Baking: Western Culinary Institute; Community College Vocational Certificate.

HAWLEY, CHARLES S., Commercial Cooking and Classical Cuisine: Professional Chef; Community College Vocational Certificate.

HECKER, PAUL, Economics, Mathematics: B.A., M.A., University of Washington.

HENDRICKSON, KAREN, Home & Family Life A.P.P.L.E. Coordinator: B.A., Agnes Scott College, Atlanta, Georgia; M.S.W., University of Michigan; Community College Vocational Certificate.

HERD, PAULA, Music: B.A., B.M., University of Washington; M.A., San Diego State University.

HICKEY, MICHAEL, English: B.A., University of Arizona; M.F.A., University of Washington.

HILTY, NANCY, ESL: B.A., Oberlin College; M.A., Yale University; MATEFL, San Francisco State University.

HOLLY, DANICA, ESL: Ph.D., Comenius University, Czechoslovakia; graduate studies, University of Washington and Seattle University.

HOLMES, LEIF S., Automotive Technology: G.M. Management Degree; Journeyman Automotive Technician; Community College Vocational Certificate.

HOWARD, DONALD R., Counselor: B.A., University of Washington; M.Ed., Seattle University.

HUGHES, BRIAN, Automotive Technology: Journeyman Automotive Technician; Community College Vocational Certificate.

HUNTLEY, REBECCA, Home & Family Life: B.A., Washington State University; M.S.W., University of Denver.

HUTTER, KARL, Commercial Cooking and Classical Cuisine: Certified Professional Chef, Apprenticeship Trade School, Switzerland; Certified Executive Chef, American Culinary Federation; Community College Vocational Certificate.

IOSELOVICH, MARGARITA, ESL.

JOHNSON, CAROL, Home & Family Life: B.A., DePaul University; M.Ed., City University, Seattle; Community College and K-12 Vocational Certificate.

JOHNSTON, LINDA, ESL.

JURMANOVICH, DANIEL, Airframe - Powerplant: Airframe & Powerplant Mechanic, F.A.A. Inspection Authorization; Community College Vocational Certificate.

KASIM, MICHELLE F., Food Service Management: B.A., Washington State University; Community College Vocational Certificate.

KOENIG, ROBERT P., Diesel and Heavy Equipment Technology: A.A.S., Edison Technical; Automotive Technician; Master Technician A.S.E. Certified; Community College Vocational Certificate.

KOEPKE, CAROL, Computing Technology: A.A., Highline Community College; B.A., Seattle University.

KOUTSKY, JAN, Art: B.A., Central Washington University.

KULIK, MIETEK, ESL: M.S., M. Curie Sklodowska University, Poland.

LANTZ, MARY, Art: B.A., M.A., University of Minnesota.

LEAGJELD, DANIEL, Commercial Truck Driving: Community College Vocational Certificate.

LEMLEY, JUDY, ABE/GED: B.A., Grand Valley State University; ESL Certification, Seattle University.

MAR, IDA, ESL: ABE/ESL Training Course, Providence Heights; Adult Practical Literacy Training Course; Linguistics, University of Washington; TESOL Institute, University of Wisconsin.

MAZZONI, RUTH, Business & Accounting: B.A., Washington State University.

MCCABE, WILLIAM, Dining Room Service: A.A.S., South Seattle Community College; Community College Vocational Certificate.

MCCRATH, MICHAEL, Anthropology, B.A., University of Washington; M.A., Asian Studies and M.A., Socio/Cultural Anthropology, University of Hawaii; M.Ed., University of Hawaii.

MEARLS, JOANNE, ESL: B.A., Dominican College of San Rafael; M.A. (Professional) Naval War College, Newport, RI; TESL Certificate, Seattle University.

MILLER, CHRISTOPHER, Automotive Technology: Master Technician A.S.E. Certified; G.M. Master Certified Technician; A.T.R.A. Transmission Association Certification; Community College Vocational Certificate.

MIRABELLA, DOLORES, English, Developmental English: B.A., Ladycliff College, New York; M.A., Hofstra University, New York.

NELSON, RANDALL, Librarian: B.A., M.L.S., M.A., University of Washington.

NEWMAN, MARK, English: B.A., University of California; M.A., California State University; Professional Teaching Certificate, Seattle University; ESL Teaching Certificate, University of Washington.

NEWMAN, SANDRA, ESL: B.A., C.A., M.A., Stanford University.

NGUYEN, LOC H., Technical Drafting: B.A., University of Saigon; A.S., Northeast Wisconsin Technical Institute; B.S., Milwaukee School of Engineering; Community College Vocational Certificate.

NORDLING, JOHN, Accounting: B.S., M.B.A., Oregon State University; CPA; Community College Vocational Certificate.

O'HOP, CAROL, ESL: B.A., University of Washington; TESL certification, Seattle University.

OTHMAN, JIHAD, Political Science, History: C.A., Ibrahimiya College, Jerusalem; A.A., Skagit Valley College; B.A., M.A., Ph.D., University of Washington.

PAHOLKE, BERNARD A., Airframe -Powerplant: Airframe & Powerplant Mechanic - F.A.A. Rating; Commercial Pilot, Instrument Rating; Community College Vocational Certificate.

PELLMAN, KATHERINE, Speech: B.A., M.A., Queens College, City University of New York, Flushing; ABD, City University of New York Graduate Center.

PENG, TERENCE, ESL: B.A., Xiangtan University, China; M.A. (TESOL) University of Massachusetts; Ph.M., New York University.

PHILLIPS, THOMAS W., Computing Technology: B.S. Griffin College; B.S. University of Washington, M.A., Ph.D., University of Kansas.

PIERCE, THOMAS, Humanities, Philosophy: B.A., Concordia College; M.A., University of Washington.

POST, FRANK, Math, Developmental Math: B.A., M.Ed., University of Washington.

PRIHODA, MICHAEL, Floristry: B.S., Iowa State University; Community College Vocational Certificate.

QUILLIAN, SUZANNE, Developmental English: B.A., M.A., Southern Methodist University.

RATHBUN, KATHY, ESL: B.A.Ed., Western Washington University.

RICE, ROBERT, Psychology: B.A., M.A., Antioch University, Seattle.

RYCZEK, CHARLES J., Aviation: B.A., Thomas Edison College; F.A.A. Rating - Airframe and Powerplant Mechanic; F.A.A. Licenses - Commercial Pilot, Flight Instructor, and Advance Ground Instructor; Community College Vocational Certificate.

SAFSTROM, PAUL, Intensive English Language Program: B.A., M.A., Seattle University.

SANCHEZ, SARA, Spanish: Ph.D., University of Havana, Cuba.

SCHARPF, CARL A., Computing Technology: B.A., University of Florida; M.S., University of Southern California; Community College Vocational Certificate.

SCHEER, KARL, ESL: B.A., Western Washington University; TESL Certificate, Seattle Pacific University.

SCHMIDT, DIANE, Music: B.A., University of Puget Sound; M.A., University of Washington.

SKAMSER, SARAH M., Landscape and Environmental Horticulture: B.S., Michigan State University; Certificated Washington State Landscaper; Certificated Washington State Nurserywoman; Community College Vocational Certificate.

SMITH, VICKY, Home & Family Life: B.A., Recreation, University of Washington.

SPARKS, STEPHEN, Commercial Cooking and Classical Cuisine: Certified Executive Chef/Certified Culinary Educator, American Culinary Federation; Fellow Status in Epicurean World Master Chef Society, London, England.

SQUIRRELL, RODGER, Welding Technology: A.A.S., Seattle Central Community College; Community College Vocational Certificate.

STOFER, ANNETTE, ESL: TESL advanced certification, Seattle University; K-12 certification (Art Education), University of Iowa; B.A., Iowa State University.

STOVER, JOAN C., Science, Chemistry: B.A., University of Washington; M.S., University of Puget Sound; Ph.D., Fordham University; Community College Vocational Certificate; Certified Financial Planner (CFP); Diploma, College of Financial Planning.

SUNDE, ESTHER, Librarian: B.A., M.A. TESOL, and M.A., Librarianship, University of Washington.

TEREFE, TESHAYE, Mathematics: B.A., Kotebe College of Teacher Education; M.A., Russian University of People's Friendship; M.A., Seattle Pacific University.

THOMPSON, MICHAEL E., History, Literature: B.A., M.A., Ph.D., Washington State University.

TODD, JOHN, Welding Technology: B.A., California State University, Los Angeles; Community College Vocational Certificate.

VAUGHN, DONALD, Commercial Truck Driving.

VITTUM-JONES, MARJIE, Mathematics, Developmental Mathematics: A.A., Moorpark Jr. College; B.S., University of Washington; M.S., Western Washington University.

WALSH, TIMOTHY E., English, Developmental English, Environmental Studies: B.A., State University of New York at New Paltz, New York; M.Ed., University of Washington.

WILKINS, PAMELA E., History, Librarian: B.A., University of Massachusetts; M.L.I.S., University of Michigan.

WILLIAMS, ARLEEN, ESL: B.A., University of California at Santa Cruz; M.Ed., University of Washington; English Language Teaching Certificate, Universidad Nacional Autonoma de Mexico.

WINSLOW, KYLE, Marketing & Business.

ZOU, JIAN, Math: B.Sc., Wuhau University of Industry, Wuhau, China; M.Sc., Ph.D., University of Toronto.