

Columbia Education Center - Ilwaco



For information about Ilwaco courses call Teri Dodson at the Columbia Education Center at (360) 642-9433 or stop and visit the Columbia Education Center at 208 Advent Ave SE, Ilwaco, WA.

Office Hours:

Monday- Friday 9 a.m. to 4 p.m.

ALLIED HEALTH

AHLTH 150 Comprehensive Medical Terminology 5
Prerequisite: READ 090 or placement in college level reading.

This course presents a comprehensive systems approach to the study of selected roots, prefixes, and suffixes; principles of word building; study of diagnostic, operative, and symptomatic terms of the various systems of the body. There is an emphasis on accurate spelling and pronunciation of all medical terms. Study includes common medical abbreviations, selected eponyms, clinical laboratory procedures and radiology procedures with associated terminology for each body system. 5 lecture hours. Vocational program course. May be used as a general elective in the AA degree.

X401 AHLTH 150 13 MW 3:30PM- 5:40PM CEC 106 I-3 Dodson T

ADULT BASIC EDUCATION

BASED 020 ABE Orientation 0.5

This week-long workshop assists students in increasing their awareness of their academic and employability strengths and weaknesses through a series of assessment instruments, interest inventories, and goal-setting strategies. This course focuses on students' current abilities, characteristics, styles, and readiness to learn; personal, educational and employment background and interests; skill gaps, learning deficiencies and difficulties; term goals, and the skills needed to reach those goals; and a plan of action to reach the goals (personal learning/action plan). Course does not meet any degree requirements.

J440 BASED 020 213 MW 5:30PM- 8:00PM CEC 101 Glenn E

BASED 021 Basic Skills I 1-25

Non-transfer credit instructional course designed to teach reading, writing, and computational skills to individuals who have a goal to improve basic skills and, at intake, score less than 201 on a CASAS test (grade equivalents 0-1.9).

J401 BASED 021 312 TWTh 9:00AM-11:30AM CEC 102 Richeson R
 J411 BASED 021 323 TWTh 6:00PM- 8:00PM CEC 102 Madden E

BASED 022 Basic Skills II 1-25

Non-transfer credit instructional course designed to teach reading, writing, and computational skills to individuals who have a goal to improve basic skills and, at intake, score 201-210 on a CASAS test (grade equivalents 2.0-3.9).

J402 BASED 022 312 TWTh 9:00AM-11:30AM CEC 102 Richeson R
 J412 BASED 022 323 TWTh 6:00PM- 8:00PM CEC 102 Madden E

BASED 023 Basic Skills III 1-25

Non-transfer credit instructional course designed to teach reading, writing, and computational skills to individuals who have a goal to improve basic skills and, at intake, score 211-220 on a CASAS test (grade equivalents 4.0-5.9).

J403 BASED 023 312 TWTh 9:00AM-11:30AM CEC 102 Richeson R
 J413 BASED 023 323 TWTh 6:00PM- 8:00PM CEC 102 Madden E

BASED 024 Basic Skills IV 1-25

Non-transfer credit instructional course designed to teach reading, writing, and computational skills to individuals who have a goal to improve basic skills and, at intake, score 221-235 on a CASAS test (grade equivalents 6.0-8.9).

J404 BASED 024 312 TWTh 9:00AM-11:30AM CEC 102 Richeson R
 J414 BASED 024 323 TWTh 6:00PM- 8:00PM CEC 102 Madden E

Location Index

- CEC Ilwaco - Columbia Education Center
- DP Ilwaco - Dunes Pool
- LBFS Long Beach Fire Station
- TC Tuscany Cafe

BASED 025 GED Prep I 1-25

Non-transfer credit instructional course for adult and family literacy students who have a goal of earning the General Educational Development (GED) equivalency certificate who, at intake, score 236-245 on a CASAS test.

J405 BASED 025 312 TWTh 9:00AM-11:30AM CEC 102 Richeson R
 J415 BASED 025 323 TWTh 6:00PM- 8:00PM CEC 102 Madden E

BASED 026 GED Prep II 1-25

Non-transfer credit instructional course for adult and family literacy students who have a goal of earning the General Educational Development (GED) equivalency certificate who, at intake, score 246-255 on a CASAS test.

J406 BASED 026 312 TWTh 9:00AM-11:30AM CEC 102 Richeson R
 J416 BASED 026 323 TWTh 6:00PM- 8:00PM CEC 102 Madden E

BIOLOGICAL SCIENCES

BIOL& 160 General Biology w/lab 5

Prerequisites: ENGL 095 or placement in ENGL& 101; READ 090 or placement in college level reading; MATH 095 or placement in MATH 098 or higher. Corequisite: Concurrent enrollment in BIOL& 160 Lab.

An introduction to the processes and principles that are common to all living things. The chemistry of life, cell structure and function, molecular basis of heredity, Mendelian genetics, and evolutionary theory are covered. This course is intended for, but not limited to, students intending to continue in biology or the health sciences. 4 lecture hours; 2 lab hours. Satisfies science or lab requirement area A distribution or specified elective for the AA degree.

X402 BIOL& 160 13 TW 9:00AM-10:30AM CEC 106 I-2 Wasberg D

BIOL& 160L General Biology Lab 0

Corequisite: Concurrent enrollment in BIOL& 160 Lecture.

X403 BIOL& 160L 13 Th 9:00AM-10:30AM REC 209 Wasberg D
 NOTE: Lab takes place at REC/Raymond.

COMMUNITY SERVICE

CS 200 Introduction to Windows 7 \$50

This hands-on course takes a unique approach to teaching the skills necessary to navigate and use the Windows 7 operating system efficiently and confidently. Learn to maximize new features to get around, customize the desktop, and efficiently store, locate and search for files. Make the most of new tools and programs. Learn PC management essentials and perform basic preventative maintenance to keep your PC safe and running smoothly. This course is designed for both home and business users. Basic PC navigation skills highly recommended.

X325 CS 200 13 MW 9:00AM-11:00AM CEC 107 Unwin J
 NOTE: This class takes place from February 8 to March 22, 2020

CS 201 Connected Families Workshop \$25

Learn better ways to stay in touch - In class you learn how to see loved ones on your PC via webcam, try out social networking to keep connected with your family and friends, and learn how to share photos without bulky attachments. Class uses free Windows Live software that participants can install at home.

X320 CS 201 13 M 8:30AM-11:30AM CEC 107 Unwin J
 NOTE: This class takes place on January 25, 2010

CS 202 Digital Photo Editing \$15

Have fun while learning all the essentials, including how to adjust color and light, fix red-eye, crop, straighten, create a panoramic photo and even "airbrush"! Class uses free Windows Live software that can be installed at home.

X321 CS 202 13 M 8:30AM-11:30AM CEC 107 Unwin J
 NOTE: This class takes place on February 22, 2010

CS 203 Creative Photo Slideshow \$15

Turn your digital photos and videos into a fun movie slideshow! Learn easy ways to create movies with your photos by adding transitions, motion effects, titles, credits and music. Burn a DVD to play on your TV or computer, or share with family. Class uses free Windows Live software that can be installed at home.

X323 CS 203 13 W 8:30AM-11:30AM CEC 107 Unwin J
 NOTE: This class takes place on February 24, 2010

CS 204 Getting Started with Windows 7 \$15

Windows 7 will change the way you interact with your PC in exciting and dramatic ways! This workshop takes a unique, fun approach to getting hands-on with the new Windows 7 operating system. At a comfortable pace, you'll learn how to get around in Windows 7, adapt your desktop to fit your personal style and needs, work with files and file folders, find and use desktop tools and gadgets, and get a sneak peek at the fun things you can do with Windows 7 --like photo editing, making slide shows, and keeping in touch with friends and family! This workshop is the first in the new My PC series and recommended as a primer to the other courses.

X324 CS 204 13 F 9:00AM-12:00PM CEC 107 Unwin J
 NOTE: This class takes place on January 22, 2010

CS 315 Grant Writing \$60
 This class will cover the in and out of grant writing. How to write a grant using the building blocks planning process accessing community resources.
X315 CS 315 13 ThF 9:00AM- 4:00PM CEC101 Bertroch K
 NOTE: This class takes place on 01/28/10 & 01/29/10

CS 316 Grant Writing II \$60
 In this course, students will learn to finalize the grant application package. Information will also include working with contracts, reports, and reimbursements upon receiving a grant.
X316 CS 316 13 ThF 9:00AM- 4:00PM CEC 101 Bertroch K
 NOTE: This class takes place on 02/18/10 & 02/19/10

COMMUNITY SPECIAL INTEREST

CSI 014 Painting/Mixed Media \$24.31
 In this multi-medium painting class students may choose from watercolors, pastels, acrylics or oils. Hone your skills in one area or dabble in them all. Supplies not included.
X314 CSI 014 33 Th 1:00PM- 3:00PM CEC 101 Craig L

CSI 028 Water Exercise \$24.31
 Students will participate in swimming activities in order to create better physical conditioning and flexibility, muscle toning by aerobics and controlled exercise in the water.
X328 CSI 028 23 TTh 7:00PM- 8:00PM DP Keyes C

CSI 035 Conversational Spanish \$18.79
 Designed to give students an immediate speaking ability in Spanish. This practical class builds a working Spanish vocabulary and includes an introduction to Spanish speaking people and their culture, a good preparation for travelers.
X335 CSI 035 33 M 6:00PM- 8:00PM CEC 102 Schott E

CSI 051 Simple Gourmet Cooking \$21
 Students will learn "Simple Gourmet Cooking" starting with kitchen and food basics such as identifying appliances and utensils, using kitchen tools and measuring devices, and choosing the appropriate cooking dish. Food handling, cooking temperatures, menu selection, portion control, and proper knife safety will be taught. A gourmet menu that will be prepared in class will include various ethnic styles such as French Bistro, Italian, and Mexican cuisine as well as local seafood dishes. Come join the fun and learn simple gourmet cooking that is sure to impress your family and friends.
X351 CSI 051 33 T 5:30PM- 8:00PM TC Dodson T
 NOTE: Supplies \$50 extra.

CSI 052 Simple Gourmet Cooking II \$21
 "Students will learn "Simple Gourmet Cooking" starting with a review of kitchen and food basics. Elegant and simple presentations and a few new and advanced cooking techniques will be introduced. Demonstrations with students learning to practice with hands on methods will be a part of the class. Several gourmet menus will be planned and prepared that will include various ethnic styles such as French, Italian, Greek and Mexican cuisine as well as local seafood dishes. Come join the fun, meet new people and learn new and creative simple gourmet cooking styles."
X352 CSI 052 13 W 5:30PM- 8:00PM TC Dodson T
 NOTE: Supplies \$50 extra.

CSI 058 Sustainable Gardening II \$24.31
 Whether you want to supplement your food budget with home grown vegetables, berries and tree fruit or increase the beauty of your ornamental landscape this class is for you! It's winter and it's time to prune. Sustainable gardening begins with properly maintaining plants. Pruning is both an art and a science. Also, learn how to extend your gardening season by growing plants in a greenhouse.
X358 CSI 058 13 W 6:00PM- 8:00PM CEC 103 Gana R

CSI 069 Computing for the Fun of It \$18.79
 This class makes use of standard Windows XP components, such as Windows Media Player and Video Director, to explore topics like music, video applications, and telephony. The topics covered will include: using sound controls and microphones; getting a CD drive to play various music formats; how to legally download and copy music, and record music from any media; playing video CDs and DVDs; downloading and playing movies using Windows Media Player; making your own video with Video Maker. As a part of this class, students will learn about getting TV and radio to play on their computer; using the computer for making and receiving telephone calls; creating and using blogs, wiki's, and other new forms of communication. Finally, students will be exploring the games bundled with Windows; simulations and role-playing - games with an educational aspect; and playing with others over the Internet.
X369 CSI 069 23 M 2:00PM- 4:00PM CEC 107 Unwin J

I-1 This is an I-TV class from OnCampus to REC and CEC.
 I-2 This is an I-TV class from REC to CEC.
 I-3 This is an I-TV class from CEC to REC.
 H This is a partially online class.

CSI 071 Using Microsoft Excel \$24.31
 This beginner's course will teach you the features of Microsoft Excel including entering and editing formulas, formatting spreadsheets, creating charts and graphs for your data, and understanding functions that Excel can calculate for you. Students will be able to design workbooks for their own personal finances, or customize them for their business needs.
X371 CSI 071 13 W 2:00PM- 4:00PM CEC 107 D'Haene G

CSI 073 Basic Computers I \$24.31
 This basic computer literacy course is designed to provide a beginning level of competency in using personal computers in a relaxed non-threatening atmosphere. Hardware and software components will be introduced, and students will learn the use of the Windows operating system. E-mail and use of the Internet will be introduced.
X373 CSI 073 33 T 10:00AM-12:00PM CEC 107 Turley H

CSI 074 Basic Computers II 4
 This course will introduce Microsoft Office Suite applications including Word, Excel, PowerPoint, and Outlook. File management in the Windows operating system will be emphasized. Students will receive instruction to increase proficiency in the use of the Internet and E-mail.
X374 CSI 074 33 W 6:00PM- 8:00PM CEC 107 Graff S
X375 CSI 074 43 Th 10:00AM-12:00PM CEC 107 D'Haene G

CSI 080 Managing Digital Pictures \$24.31
 Learn how to take and use digital pictures, make sense of resolution settings, control exposure and learn how to avoid poor and fuzzy pictures. Learn how to transfer pictures from your camera to your PC. Then, learn how to use your PC to fix problems, organize, and prepare your pictures for E-mail and printing.
X380 CSI 080 13 Th 1:00PM- 3:00PM CEC 107 Unwin J

COMPUTER INFORMATION

CIS 102 Microcomputer Applications 3
 Recommended Preparation: CIS 100 and CIS 101 or concurrent enrollment.
 Prerequisite: READ 080. Corequisite: Concurrent enrollment in CIS 102 Lab.

This course introduces computer systems with emphasis on applications. Students will work with various applications including electronic spreadsheets, word processing and presentation software. 2 lecture hours; 2 lab hours. Satisfies specified elective requirement for the AA degree.
X410 CIS 102 23 TTh 2:00PM- 3:30PM CEC 107 I-3 Brake G

CIS 131 Access 5
 Prerequisite: CIS 102 or instructor permission. Corequisite: Concurrent enrollment in CIS 131 Lab.

This course teaches basic electronic database capabilities. The course emphasizes the skills necessary to create, edit and utilize a database. Filters, forms, queries and reports are covered. 4 lecture hours; 2 lab hours. Vocational program course. May be used as a general elective in the AA degree.
X411 CIS 131 13 TTh 6:00PM- 8:20PM CEC 107 I-2 Martinsen S

CIS 140 Word Processing Applications 5
 Prerequisite: CIS 102 or instructor permission. Corequisite: Concurrent enrollment in CIS 140 Lab.

This course provides thorough coverage of text editing and formatting using word processing software. Tables, columns, styles, graphics, merge operations, and basic web design are covered. 4 lecture hours; 2 lab hours. Vocational program course. May be used as a general elective in the AA degree.
A140 CIS 140 A3 TTh 12:00PM-12:50PM CEC107 I-1 Miller D

ECONOMICS

ECON& 201 Micro Economics 5
 Prerequisite: ECON& 202 or instructor permission.

An introduction to microeconomics. A study of the decision-making processes of individual economic units including businesses and consumers. Basic theoretical tools are applied to problems of current interest. 5 lecture hours. Satisfies social science distribution area B requirement or specified elective for the AA degree.
A200 ECON& 201 A3 MTWTh 11:00AM-11:50AM CEC106 I-1 Zerr M

ENGLISH

ENGL& 101 English Composition I 5
 Prerequisite: Appropriate English placement test score or a grade of "C-" or better in ENGL 095.

ENGL& 101 emphasizes the basic rhetorical principles and development of expository and argumentative prose. Included is an introduction to the research methods necessary for evidence-backed writing. Skills gained in this course should help students improve their performance of such tasks as writing for a variety of purposes and audiences, as well as writing informative and persuasive essays and research-backed reports, projects and papers. 5 lecture hours. Satisfies writing skills requirement for the AA degree.
X429 ENGL& 101 13 TTh 6:00PM- 7:55PM CEC 106 I-1 Portmann D

Winter 2010

FLAGGER TRAINING

FLAG 050 **Flagger Training** **\$40**
 Students will learn about safety equipment and clothing, preparedness, responsibilities, and the traffic control company regulations.
X350 FLAG 050 13 Th 9:00AM- 5:00PM CEC 101 Bemis M
NOTE: This class will take place on March 25, 2010

FRESHMEN YEAR EXPERIENCE.

FYE 102 **Creating Success in College and Life** **2**
 The content of this course is designed to help students make a smooth transition to college and bring an increased awareness of what GHC has to offer. Students will learn about college expectations and how to use proven strategies to develop the skills, resources and personal qualities needed to create greater academic, professional and personal success. 2 lecture hours. May be used as general elective in the AA degree.
E412 FYE 102 F TTh 12:00PM-12:50PM 2101 I-1 Smith D

HEALTH PROMOTION/FITNESS

HPF 101 **Health and Wellness** **5**
 This course encompasses a total wellness concept of one's physical, mental and emotional well being. Students will examine major health issues of contemporary society. Students will also learn to make responsible lifestyle decisions that will directly affect their quality of life and attainment of well being. 5 lecture hours. May be used as a general elective in the AA degree or to satisfy PE requirement for all degrees.
E482 HPF 101 A3 MW 6:00PM- 8:10PM CEC 106 I-1 Arthur G

MATHEMATICS

MATH 095 **Elementary Algebra** **5**
Prerequisites: A grade of "C-" or better in MATH 094 or MATH 095 or appropriate placement test score, and placement at college level reading or READ 090 or concurrent enrollment in READ 090.
 Elementary Algebra includes solution, graphing and application of linear and quadratic equations of one and two variables, exponent rules, scientific notation, polynomials, and factoring. 5 lecture hours.
X435 MATH 095 13 TTh 4:00PM- 5:55PM CEC 106 I-2 Staricka C

OFFICE TECHNOLOGY

OFTC 175 **Medical Coding** **3**
Prerequisite: AHLTH 150 and OFTC 132 or instructor permission.
 This course is designed for medical office technology students and allied health professionals seeking to gain greater proficiency in medical coding. The course includes hands-on coding in ICD diagnostic coding, CPT Level I procedural coding and HCPCS Level II coding, covering a wide variety of medical specialties. 2 lecture hours; 2 lab hours.
X437 OFTC 175 13 TTh 11:00AM-12:30PM CEC 101 Graff S

OFTC 205 **Records Information Management** **5**
Prerequisites: MATH 070 and CIS 102 or instructor permission.
 This course is a study of the principles of filing classification, storage, retrieval, and management of paper and electronic business records. Introduction to database software with hands-on practice in the maintenance and management of computerized databases. 5 lecture hours. Vocational program course. May be used as a general elective in the AA degree.
X438 OFTC 205 13 MW 11:30AM- 1:40PM CEC 107 I-3 Graff S

OFTC 252 **Desktop Publishing** **5**
Prerequisite: CIS 140 or instructor permission. Corequisite: Concurrent enrollment in OFTC 252 Lab.
 This course emphasizes professional use of desktop publishing software, including advanced text editing, in the production of various business documents. 4 lecture hours; 2 lab hours. Vocational program course. May be used as a general elective in the AA degree.
A252 OFTC 252 A3 TTh 1:00PM- 1:50PM CEC107 I-1 Miller D

PSYCHOLOGY

PSYC& 100 **General Psychology** **5**
Recommended Preparation: Placement in ENGL& 101.
 An introduction to psychology utilizing lectures and group exercises. Deals with the psychology of behavior, development, learning, cognition, motivation and emotion, perception, memory, and both normal and abnormal personalities. Provides an overview of modern psychology in terms of biological, social and intrapsychic factors. 5 lecture hours. Satisfies social science distribution area D requirement or specified elective for the AA degree.
X451 PSYC& 100 13 MW 1:00PM- 3:10PM CEC 106 I-2 Wright D

I-1 This is an I-TV class from OnCampus to REC and CEC.

I-2 This is an I-TV class from REC to CEC.

I-3 This is an I-TV class from CEC to REC.

READING

READ 080 **Developmental Reading/Study I** **5**
Prerequisite: Appropriate reading placement test score or instructor permission.
 Extensive reading in texts and on computer of developmental (8.0 - 10.0 grade level) academic, vocational, motivational, and Internet passages coupled with short writing assignments to build literal comprehension skills, vocabulary, and basic study techniques such as organization, note-taking and exam preparation. 3 lecture hours; 4 lab hours.
X490 READ 080 23 TWTh 4:00PM- 5:45PM CEC107 I-3 Richeson R

READ 081 **Developmental Reading/Study II** **5**
Prerequisite: Instructor permission.
 A continuation of READ 080 for those students needing an additional quarter to reach the prescribed reading grade level. 3 lecture hours; 4 lab hours.
X491 READ 081 23 TWTh 4:00PM- 5:45PM CEC 107 I-3 Richeson R

READ 090 **College Preparatory Reading/Study I** **5**
Prerequisite: Appropriate reading placement test score or instructor permission.

Extensive reading, in texts and on computer, of college preparation (10.0 - 12.9 grade level) academic, vocational, Internet, and general interest passages coupled with short writing assignments to build literal and inferential reading skills, vocabulary, and basic techniques such as note-taking, memory enhancement and exam preparation. 3 lecture hours; 4 lab hours.
X492 READ 090 23 TWTh 4:00PM- 5:45PM CEC 107 I-3 Richeson R

READ 091 **College Preparatory Reading/Study II** **5**
Prerequisite: Instructor permission.

A continuation of READ 090 for those students needing an additional quarter to reach the prescribed reading grade level. 3 lecture hours; 4 lab hours.
X493 READ 091 23 TWTh 4:00PM- 5:45PM CEC 107 I-3 Richeson R



College Fits Your Life!

Daytime, nights, afternoons, evenings, online, on campus, off campus, in classrooms, via television, in virtual spaces – whatever works for YOU!
Classes at Grays Harbor College are as varied as the individuals who enroll.

Classes you take at GHC should fit into your life. Your success is important to us and we want to make going to College a great experience, whether you come to a classroom on the main campus, take an online class and attend virtual classes in your pajamas, participate in a lecture delivered from another campus 60 miles away, or a combination of these various learning methods. Call us today! Enrolling at Grays Harbor College may be the best decision you make for your life!

www.ghc.edu (360) 532-9020