

CLATSOP COMMUNITY COLLEGE

WINTER 2020 SCHEDULE



Community Education, Workforce Training, & SBDC

ENRICHING LIVES
INSPIRING LEARNING
CREATING OPPORTUNITIES



**Clatsop
Community
College**

For academic credit options, go to:
www.clatsopcc.edu/class-schedule

Registration Information

For more information on non-credit and academic credit classes, go to www.clatsopcc.edu/class-schedule. To register for classes, go to www.clatsopcc.edu/register or call (503) 338-2411.

Community Education

(503) 338-2408
communityed@clatsopcc.edu
www.clatsopcc.edu/communityed

Workforce & Professional Development

(503) 338-2566
workforcetraining@clatsopcc.edu
www.clatsopcc.edu/workforce-training

Admissions

(503) 338-2411
admissions@clatsopcc.edu
www.clatsopcc.edu/admissions

Lexington Campus

1651 Lexington Ave.
Astoria, OR 97103
(503) 338-2411

MERTS Campus

6550 Liberty Ln.
Astoria, OR 97103
(503) 325-7962

South County Campus

1455 N. Roosevelt Dr.
Seaside, OR 97138
(503) 338-2402

Para Asistencia en español

Llame al (503) 338-2484

CONTENTS | WINTER 2020

How to read this schedule	3
Features	4
GED® & Adult Basic Skills	5
Community Education	6
Small Business (SBDC)	14
Degrees & Certificates	16

Non-Discrimination Declaration

It is the policy of Clatsop Community College that there will be no discrimination or harassment on the grounds of race, color, sex, gender, marital status, religion, national origin, age, sexual orientation, gender identity or expression or disability in any educational programs, activities, or employment. Questions or complaints should be directed to Naomi Garbutt, Affirmative Action/Gender Equity (Title IX) Officer, Towler Hall, Suite 110, ngarbutt@clatsopcc.edu (503) 338-2450; TDD (503) 338-2468. The Title II/Section 504 Coordinator, Mallory Vollner, mvollner@clatsopcc.edu (503) 338-2474.

Accommodations

Persons having questions about or a request for special needs and accommodation should contact JoAnn Zahn, Vice President of Finance and Operations, at Clatsop Community College, 1651 Lexington Avenue, Astoria, Oregon 97103, Library Suite 110, jzahn@clatsopcc.edu Phone (503) 338-2421 or TDD (503) 338-2468. Contact should be made at least two business days in advance of the event.

Declaración de no-discriminación

Es la política de Clatsop Community College que no habrá ningún tipo de discriminación o acoso por razón de raza, color, sexo, género, estado civil, religión, origen nacional, edad, orientación sexual, identidad de género o expresión de discapacidad en los programas educativos, actividades o en la contratación. Preguntas o quejas deben ser dirigidas al Naomi Garbutt, Oficial de Acción Afirmativa / Título IX localizado en Towler Hall número 110, ngarbutt@clatsopcc.edu número de teléfono 503-338-2450, TDD (discapacidad auditiva) (503) 338-2468. El Coordinador de la Título II/Sección 504, Mallory Vollner, mvollner@clatsopcc.edu número de teléfono (503) 338-2474. Para ADA y otras peticiones de servicios llame al (503) 338-2474 o para TDD (discapacidad auditiva) (503) 338-2468.

Ayuda a personas discapacitadas

En cuanto a las personas discapacitadas, se les pide que se comuniquen con JoAnn Zahn, la Vice Presidente de Finanzas y Operaciones en Clatsop Community College, 1651 Lexington Avenue, Astoria, Oregon 97103, Library Suite 110, jzahn@clatsopcc.edu número telefónico (503) 338-2421 o a TDD (503) 338-2468. Haga el favor de notificar a la oficina para que se le pueda proporcionar apoyo. La comunicación debe tomar lugar por lo menos dos días de trabajo antes del evento por el cual se requiera tal ayuda.



**Clatsop
Community
College**

Disclaimer: This publication is intended to inform students and residents about Clatsop Community College's programs and services. It includes a listing of credit, workforce, & community ed. classes for the term. Every effort is made to ensure accuracy at the time of publication; however, the college reserves the right to make changes without prior notice. Textbook information for listed classes is available in the online class schedule. For current information go to our website: www.clatsopcc.edu/class-schedule

HOW TO READ THIS SCHEDULE:

Course ID:

The number list in the left column is the Course ID and Section Number needed to register for the class.

Dates:

The date range in which the class is offered.

Location:

Indicates where the offered class will be taking place. Please see "Locations" reference in the section to their right of this page.

Days:

The day(s) of the week that the class is offered.

Mon = Monday

Tue = Tuesday

Wed = Wednesday

Thu = Thursday

Fri = Friday

Sat = Saturday

Sun = Sunday

Instructor:

The name of the instructor that will be facilitating the class.

Time:

The time range in which the class will be held.

Fees:

The cost or fee to enroll in the class.

TBA

To Be Arranged

LOCATIONS:

ARTB

Art Building, CCC
1651 Lexington Ave., Astoria

ASTRA-AQUACT

Aquatics Center
1997 Marine Dr., Astoria

CLTK-CECBRD

Clatskanie Community Education Center
Board Room
555 S.W. Bryant St, Clatskanie

CLTK-FLC

Faith Lutheran Church
1010 NE 5th St., Clatskanie

CMH

Columbia Memorial Hospital
2111 Exchange St., Astoria

COLB

Columbia Hall
1651 Lexington Ave., Astoria

IMTC

Integrated Manufacturing Tech Center
Computer Lab,
6540 Liberty Lane, Astoria

IMTC-MEC Mechanical Shop

PATR

Patriot Hall Gym, CCC
1651 Lexington Ave., Astoria

RAIN-SRCTR

Rainier Senior Center
48 W 7th St., Rainier

SCCC

South County Campus
1455 N. Roosevelt, Seaside

SCCC-LAB Computer Lab

SCCC-RM1 Room 1

SCCC-RM2 Room 2

SEAS-BCCC

Bob Chisholm Community Center
1225 Avenue A, Seaside

TBA

To Be Arranged

TOWL

Towler Hall, CCC
1660 Lexington Ave., Astoria

WARR-LIBR

Warrenton Library
160 S Main Ave, Warrenton



Looking for academic credit options?

Go to www.clatsopcc.edu/class-schedule to find more information

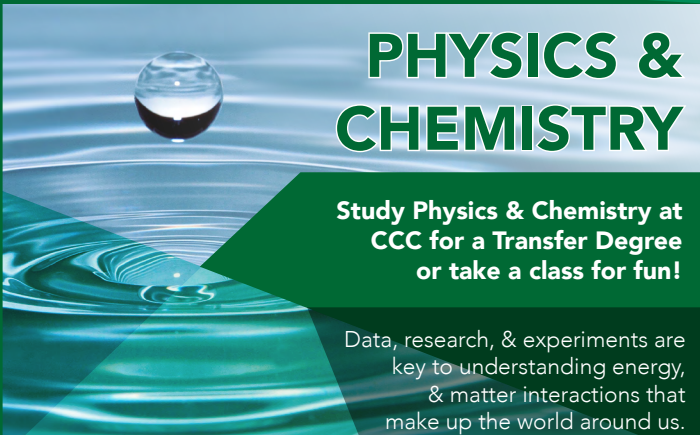


EMT & PARAMEDIC

Medical emergencies don't wait until you are at the hospital

Respond to emergency calls, perform medical services & transport patients

www.clatsopcc.edu/emt-paramedic



PHYSICS & CHEMISTRY

Study Physics & Chemistry at CCC for a Transfer Degree or take a class for fun!

Data, research, & experiments are key to understanding energy, & matter interactions that make up the world around us.

www.clatsopcc.edu/class-schedule



VESSEL OPERATIONS

It's more than sailing & fishing; it's industry, business, and commerce on the waterways

Learn navigation, radar, rigging and safety to operate maritime vessels

www.clatsopcc.edu/maritime-science



NURSING & MEDICAL ASSISTANT

Making a difference in patient's lives isn't easy, but it's worth it

Learn the science and skills for a career in the healthcare industry

www.clatsopcc.edu/nursing



HEALTH & PHYSICAL EDUCATION

Study Health & Physical Education at CCC for a Transfer Degree or take a class for fun!

Health matters. Study exercise & physical activity to promote healthy life choices.

www.clatsopcc.edu/class-schedule



HISTORIC PRESERVATION & RESTORATION

Making sure historic beauty & design keeps a place in the modern world

Plan, renovate, & restore structures with traditional & modern materials & techniques

www.clatsopcc.edu/historic-preservation

GED®

Don't have a high school diploma? Plan to attend a GED® orientation session. The GED® (General Educational Development) will enable you to pursue further education, improve your employment status, or fulfill a personal goal. Please call **(503) 338-2347** or email **vgarner@clatsopcc.edu** for further information.

Literacy Tutoring

Volunteer tutors work one-on-one with students enrolled in adult basic skills classes to supplement class instruction to improve students' basic literacy skills in reading, writing, math or to pass the citizenship test. Various locations at various times. Please call **(503) 338-2557** or email **vgarner@clatsopcc.edu** for further information.

ESL

English as a Second Language (ESL) classes are for adults who want to learn English or improve their English skills. Please call **(503) 338-2557** or email **vgarner@clatsopcc.edu** for further information.

Para obtener información sobre las clases de español para GED®, tutoría de alfabetización e inglés como segundo idioma, llame al **(503) 338-2557**.

Course ID	Location	Days	Time
Lexington Campus (Astoria)			
English / Speakers Other Languages			
DESL01E1	COLB-117	Tue	6 – 8 pm
English / Speakers Other Languages - Int.			
DESL03E1	COLB-117	Mon	6 – 9 pm
GED® Preparation			
DGED48D1	COLB-114	Tue, Wed, + Thu	9 am – 12 pm
DGED48D2	COLB-114	Wed	1 – 8 pm
DGED48E1	COLB-114	Thu	6 – 9 pm

Course ID	Location	Days	Time
South County Campus (Seaside)			
English / Speakers Other Languages			
DESL01E2	SCCC-RM1	Wed + Thu	6 – 8:50 pm
GED® Preparation			
DGED48E3	SCCC-LAB	Tue + Thu	5:30 – 8:30 pm
Off-Campus			
English / Speakers Other Languages			
DESL01E3	WARR-LIBR	Wed	6 – 8:50 pm
GED® Preparation			
DGED48E2	CLTK-CECBRD	Mon + Wed	6 – 9 pm

Course ID	Dates / Location	Days / Instructor	Time / Fee
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Fitness

For academic credit options, visit: www.clatsopcc.edu/class-schedule

Aquatic Fitness

Get fit and start feeling great! This body-conscious cardio and resistance workout in chest-deep water targets heart rate, range of motion, and strength-building. In addition to the course fee, students must purchase a season pool pass from the Astoria Aquatic Center. No class Jan 20 or Feb 17.

FIT085003D1	Jan 6 – Mar 18 ASTR-AQUACT	Mon, Wed + Fri Von Payens	7 – 8 am \$75 for 30 sessions
FIT085003D2	Jan 6 – Mar 18 ASTR-AQUACT	Mon, Wed + Fri Von Payens	11 am – 12 pm \$75 for 30 sessions

Bandit Community Fitness

Join the Bandit Community Fitness program each term to access Patriot Hall's fitness facilities including the indoor track, weight room, cardio room, gym floor, and regularly scheduled open court sports. New to the program? Sign up for a Level 1 Fitness Orientation to become familiar with the building and equipment, set personal fitness goals, and develop a fitness plan for the term. Returning members are invited to sign up for the Level 2 Fitness Review to check-in and measure and modify personal goals from the previous term. To sign up for a fitness orientation or review session, visit the Patriot Hall front desk (dates TBA). Please note, Track/Court Punch Cards do not include access to the weight and cardio equipment. Winter Term access begins Jan 6 and ends Mar 29. Visit clatsopcc.edu/patriothall for hours and scheduled closures.

FIT085067D1	General Public		\$99
FIT085067D2	Veteran/Military/First Responder		\$60
FIT085067D3	CCC Graduate		\$55
FIT085067D4	Senior (62+)		\$60
FIT085067D5	Patriot Hall Punch Card (5 Visits)		\$25
FIT085067D6	Track/Court Punch Card (5 visits)		\$15

Bellydance: Team-Style Dance for Fitness

This team concept of bellydance teaches an international dance vocabulary that allows you to dance collectively to any song, anytime, with anyone else that knows the vocab. This session will introduce you to key formations and foundational bellydance movement used in this modern style of tribal bellydance. Let's dance!

FIT085041E1	Jan 9 – Mar 19 PATR-305	Thu Kovatch	7 – 8 pm \$60 for 10 sessions
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Course ID	Dates / Location	Days / Instructor	Time / Fee
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Cardio Kickboxing for Fitness

Cardio kickboxing is a high-energy, full-body workout that combines cardio fitness and kickboxing/martial arts techniques. In this class, students will improve coordination and flexibility, increase stamina and physical endurance, and learn and practice real martial arts moves in a fun safe environment. No class Jan 20 or Feb 17.

FIT085075XE1	Jan 6 – Mar 18 PATR-305	Mon + Wed von Payens	5:30 – 6:30 pm \$75 for 20 sessions
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Interval Circuit Training

This workout features a combination of strength and cardio activities set up in a circuit that will provide high-calorie burn and body sculpting. Each class features different combinations of activities. At the end of the circuit, participants will do core strengthening on the mat and finish with a good stretch. No class Jan 20 or Feb 17.

FIT085065D1	Jan 6 – Mar 18 PATR-305	Mon + Wed Mulligan	4:30 – 5:30 pm \$75 for 20 sessions
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Strong Women Strong Bones with CMH

This national evidence-based community exercise and nutrition program developed for midlife and older women features exercises that assist women in maintaining muscle mass strength and function, and it is easy and fun! Mats and weights are provided, but students are welcome to bring their own. Wear comfortable clothing and shoes and bring a water bottle. To register, visit www.columbiamemorial.org or call 503-338-7564.

HEL085331XE1	Dec 10 – Jan 16 PATR-207 No class Dec 24, 26, 31 or Jan 2.	Tue + Thu Staff	5:30 – 6:30 pm \$20 for 8 sessions
HEL085331XD1	Jan 14 – Mar 19 PATR-305 No class Mar 3 or 5.	Tue + Thu Staff	10 – 11 am \$45 for 18 sessions
HEL085331XE2	Jan 28 – Mar 19 PATR-207	Tue + Thu Staff	5:30 – 6:30 pm \$40 for 16 sessions

Tai Chi and Qigong Sampler: Relaxed Pace

Learn slow and gentle Tai Chi movement sequences and Qigong breathing exercises to help increase flexibility and strength, improve mobility and balance, reduce tension, and cultivate a mind-body connection through linking breath and movement. Students participate at their comfort level and modification needs, chairs available for seated or standing support. Wear clothing easy to move in and sneakers or flat, flexible fitness-type shoes. Appropriate for those who prefer to learn at a leisurely tempo. No class Feb 13.

FIT085072XD3	Jan 23 – Mar 5 CLTK-FLC	Tue + Thu Eastman	10 – 10:50 am \$65 for 12 sessions
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Course ID	Dates / Location	Days / Instructor	Time / Fee
Tai Chi and Qigong Sampler: Moderate Pace			
Learn slow and gentle Tai Chi movement sequences and Qigong breathing exercises to help increase flexibility and strength, improve mobility and balance, reduce tension, and cultivate a mind-body connection through linking breath and movement. Students participate at their comfort level and modification needs, chairs available for seated or standing support. Wear clothing easy to move in and sneakers or flat, flexible fitness-type shoes. Appropriate for beginners and intermediate level experience comfortable learning at a steady tempo. No class Feb 13.			
FIT085072XD4	Jan 23 – Mar 5 CLTK-FLC	Tue + Thu Eastman	11 – 11:50 am \$65 for 12 sessions

Tai Chi with CMH

This evidence-based community fall prevention program transforms traditional Tai Chi movements into therapeutic training for improved balance and daily functioning. The movements are simple, continuous, and rhythmic. The program is designed for older adults and is traditionally done standing but can be modified for those with mobility difficulties. Participants should wear comfortable clothing and shoes. Shoes with a minimal sole are recommended. No class Mar 3 or 5.

FIT085072XD1	Jan 14 – Mar 19 PATR-305	Tue + Thu Staff	11:15 am – 12:15 pm \$45 for 18 sessions
FIT085072XD2	Jan 14 – Mar 19 PATR-305	Tue + Thu Staff	12:30 – 1:30 pm \$45 for 18 sessions

General Interest

Ancient Astrology for Today

Astrology is the study of the movements and positions of the stars and planets and how they influence human affairs and the natural world. After a brief introduction to astrology and its rich history, we will use face cards from a playing deck to learn the basic tools and practices of Ancient Astrology. Learn your individual Birth Day of Week, Birth Day of Month, Chinese Zodiac Sign, Life Path Number, Angel Name, and Native American Zodiac Sign as well as how to use that information to practice and apply Ancient Astrology today.

PER46001E1	Jan 27 TOWL-308	Mon Leel	6 – 8 pm \$20 for 1 session
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Coaching Essentials: Baseball and Softball

This course is designed to prepare youth coaches to work successfully with young athletes. Learn how to build "lesson plans" that create the framework for well-organized practices that include essential skills and drills that improve all players' fundamental skill levels and acquire the critical skills needed to communicate effectively with players and their parents/guardians.

PED9976W1	Mar 14 PATR-206	Sat Gasser	1 – 4 pm \$25 for 1 session
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Course ID	Dates / Location	Days / Instructor	Time / Fee
Referee Training: Basketball			
This class provides a complete overview of the many aspects of becoming a successful basketball official, including a review of current and new rules sanctioned under the National Federation of High Schools, floor positioning practice, and correct referee techniques. For more information or to register, call 503-338-2445.			
PED997501E1	TBA PATR-303	TBA Toyas	TBA Free

Sailing: All About Sailboats

Keel, Hull, Jib, Boom. What? Sailboats have vocabulary and nomenclature that can mystify persons new to sailing. In this interactive seminar, we pull back the curtain and learn the common names for the parts of a sailboat, rigging, as well as the common terms used to communicate aboard a sailing vessel. Upon completion of this course, students will be able to identify the parts of the boat and rigging as well as basic commands. Students will gain the general knowledge necessary to pass the standard NauticEd quiz.

PER031408E1	Jan 22 – Jan 29 TOWL-308	Wed Cahen	5:30 – 7:30 pm \$25 for 2 sessions
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Sailing: Harness the Wind

Port or Starboard? Bow or Stern? Windward or Leeward? Learn to harness the wind in this interactive seminar taught by a USCG Licensed Master Mariner Certified Sailing Instructor. Students will learn the parts of a sail, the points of sail, adjusting for the wind and direction, and the language of sailing.

PER031409E1	Jan 15 SCCC-RM2	Wed Cahen	5:30 – 8:30 pm \$20 for 1 session
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Sailing: Reading a Nautical Chart

Nautical charts are graphic depictions of the sea and the shoreline and provide essential information for marine navigation. In this interactive seminar, learn the elements of nautical charts and the elements that make them different from a map of the land and how to read and use nautical charts.

PER031410E1	Feb 5 TOWL-308	Wed Cahen	5:30 – 8:30 pm \$20 for 1 session
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Volunteer Training: COASST Marine Debris

COASST is a citizen science program involving participants in the collection of high quality data used in natural resource management and conservation decisions. At this indoor, one-day training, participants will learn to collect data on the characteristics and location of marine debris. Data will ultimately be used to map the source and transport pathways of debris and to identify potential harm to people, wildlife, and local coastal ecosystems. No prior experience is necessary, just a commitment to survey a specific beach (about ¼ mile) each month.

EVS98001W1	Jan 18 TOWL-306	Sat Staff	10 am – 4 pm Free
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Course ID	Dates / Location	Days / Instructor	Time / Fee
WINGS Conference			
Participants interested in going to school will learn about the programs, resources and people that can help them return to further their education. Career opportunities and admissions, financial aid, scholarships, career planning and other student services will be discussed. Representatives from different colleges will provide information about enrollment requirements, course programs and benefits.			
LIF065200D1	Mar 14 COLB-219	Sat Staff	9 am – 4:30 pm Free

General Workforce

Basic Life Support for Healthcare Providers

The American Heart Association Basic Life Support for Health Care Providers class is designed to train health professionals (hospital staff, nurses, EMR's and above) to recognize life-threatening emergencies, provide CPR, use an AED, and relieve choking in a safe and timely manner. This class is structured as a team-based approach. First Aid training is not provided in this class. This course satisfies the prerequisite for the CCC EMT Program and Nursing Program.

HEL944601D1	Jan 9 TOWL-310	Thu McCoy	2 – 6 pm \$75 for 1 session
HEL944601D2	Mar 5 TOWL-310	Thu McCoy	2 – 6 pm \$75 for 1 session

Employee Handbooks Seminar with BOLI

Everyone benefits from a work environment where policies, procedures, and expectations are clear, but developing effective policies and building a useful employee handbook is not as easy as it sounds! Policies need to be clear, legally enforceable and kept current. How can employers write good policies, enforce them effectively, and keep them current as state and federal laws change? Find out by joining us for a session on the practical information you need to develop (or rewrite) effective employee policies and handbooks. Students must preregister through the BOLI website: https://www.oregon.gov/boli/TA/pages/t_sem_taseminar.aspx#EMPLOYERSEMINARSCHEDULE

BUS952438D1	Mar 4 COLB-219	Wed Staff	9 am – 12 pm \$99 for 1 session
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Course ID	Dates / Location	Days / Instructor	Time / Fee
First Aid, CPR, AED			
This course is designed to prepare participants to provide First Aid, CPR, and use an automated external defibrillator (AED) in a safe, timely, and effective manner. This course teaches the critical skills needed to respond to and manage an emergency until emergency medical services arrive. This course includes infant/child First Aid and CPR. Upon successful completion of the course, students will receive the American Heart Association First Aid/CPR/AED two-year certification. Cards are issued electronically through the American Heart Association and may take up to two weeks to arrive.			
HEL944625D1	Jan 9 TOWL-310	Thu McCoy	8 – 1 pm \$75 for 1 session
HEL944625D2	Feb 8 TOWL-306	Thu McCoy	8 – 1 pm \$75 for 1 session
HEL944625D3	Mar 5 TOWL-310	Thu McCoy	8 – 1 pm \$75 for 1 session

First-Time Supervisors

When empowered with the right training, knowledge, and tools, first-time supervisors are more engaged and effective leaders. In this course, learn to lead with confidence and overcome challenges that arise as you navigate your new role as a supervisor or manager. Learn tools for time management, how to plan versus react, team-building exercises, how to foster accountability and manage conflict, and invest in employee professional development.

BUS9211XE1	Jan 21 – Feb 4 TOWL-308	Tue Parker	6 – 7:30 pm \$60 for 3 sessions
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Food Handlers Training

Food Handlers will learn how to properly prepare and serve safe food. Emphasis will be placed on Oregon's new food codes and the five major factors of food-borne illnesses. Students are required to complete 1.5 hours of training and pass an exam for certification. Certification is required of all food handlers in the State of Oregon. Bring one form of picture ID for review. Pay course fee to instructor in class.

HRT9543XD1	Feb 24 TOWL-306	Mon Staff	9 – 10:30 am \$10 for 1 session
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Looking for academic credit options?

Go to www.clatsopcc.edu/class-schedule to find more information

Course ID	Dates / Location	Days / Instructor	Time / Fee
Food Handlers Training en Español			
Las personas quienes son reconocidas en inglés como "Food Handlers", completarán una clase donde se aprenderá a preparar y a servir comida de calidad segura. El enfoque trata con enseñar y demostrar las nuevas reglas o códigos del estado de Oregon. Incluso, habrá un énfasis en los cinco factores mayores de enfermedades transmitidas por los alimentos. Al estudiante se le requiere que complete 1 hora y media de aprendizaje y entrenamiento por medio de una clase. La misma clase incluye un examen que se dará en conclusión a tal clase. Al completar la clase y al aprobar el examen, el estudiante recibirá su certificado. La certificación se requiere de toda persona que prepare o sirva comida en el estado de Oregon. Haga el favor de pagar la cuota de \$10.00 al instructor de la clase. Traiga a la clase y presente una identificación que tenga fotografía suya.			
HRT9543XD4	Feb 24 TOWL-306	Mon Staff	10:30 am – 12 pm \$10 for 1 session

Fostering a Positive Workplace Culture

A positive workplace culture promotes effective communication, mutual respect, and encourages owners, supervisors, and staff to feel a greater sense of fulfillment in their work. In this course, attendees will get practical tips and advice for establishing a positive workplace culture in their current role, whether as a business owner, supervisor, or staff member.

BUS90150E1	Feb 26 TOWL-307	Wed Malcom	6 – 8 pm \$35 for 1 session
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Fundamental Principals and Terms of Accounting

Accounting is a way to organize and communicate the financial side of an organization or business. This workshop provides a basic introduction to accounting terms and principals for anyone looking to enter an accounting profession, understand business financials better, or enhance their skill set. In this workshop, learn introductory accounting terms, like revenue, expenses, assets, liabilities, balance sheets, and more.

BUS974211D1	Jan 27 TOWL-308	Mon O'Brien	8:30 – 10 am \$30 for 1 session
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Guest Service Gold®

This comprehensive program is designed to train line-level employees to engage and provide memorable guest service. Students will learn to identify and apply the seven principles of customer engagement in the workplace, identify golden opportunities to personalize an experience and inspire others and provide visitors with authenticity, intuition, empathy, delight, delivery, and initiative. Following the training, students who pass the certification exam with a 70% or greater will receive the Certified Guest Service Professional® designation.

BUS975260W1	Jan 25 COLB-219	Sat Roberts	10 am – 3 pm \$46.50 for 1 session
BUS975260W2	Feb 29 SCCC-RM2	Sat Roberts	10 am – 3 pm \$46.50 for 1 session

Course ID	Dates / Location	Days / Instructor	Time / Fee
Leave Laws in Oregon: Basics			
Employers in Oregon are required to comply with the Oregon Family Leave Act (OFLA), and, for many employers, the federal Family and Medical Leave Act (FMLA) also applies. These laws are complex and often interrelated. This seminar covers the legal requirements of OFLA and FMLA and provide practical tips and resources for you to meet those requirements. Students must preregister through the BOLI website: https://www.oregon.gov/boli/TA/pages/t_sem_taseminar.aspx#EMPLOYERSEMINARSCHEDULE			
BUS952436D1	Feb 4 TOWL-310	Tue Staff	9 am – 4 pm \$199 for 1 session

Leave Laws in Oregon: Advanced with BOLI

Employers with 25 or more employees in Oregon are required to comply with the Oregon Family Leave Act (OFLA). If your company has 50 or more employees in the United States, the federal Family and Medical Leave Act (FMLA) also applies. There are significant differences between OFLA and FMLA, and Oregon employers must understand these differences in order to effectively and lawfully administer their leave program. In this session you will learn complex leave laws including the Oregon Family Leave Act, federal Family and Medical Leave Act, Oregon Military Family Leave Act, Leave for Victims of Domestic Violence, Harassment, Sexual Assault or Stalking are all covered in depth, including the impact of injured worker and disability laws. To attend this seminar, you must first attend the Leave Law Basics seminar. Leave Law Basics will be offered on 2/4 at Clatsop Community College. Students must preregister through the BOLI website: https://www.oregon.gov/boli/TA/pages/t_sem_taseminar.aspx#EMPLOYERSEMINARSCHEDULE

BUS952437D1	Mar 3 TOWL-310	Tue Staff	9 am – 4 pm \$199 for 1 session
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Meeting Basics for Boards and Organizations

Practice the basics of meetings run by Robert's Rules of Order. In this workshop, learn and practice making and amending motions, running elections, and related activities such as democratically choosing from a list of options. Attendees will also learn their rights in meetings, and how to protect them.

BUS952434W1	Mar 14 TOWL-209	Sat Meres	8:30 am – 12:30 pm \$50 for 1 session
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Workplace Harassment and Discrimination with BOLI

This seminar provides an overview of federal and state civil rights laws. Recent Supreme Court decisions have changed the standards for evaluating harassment cases and employer liability. Employers must ensure that effective anti-harassment policies are in place. Supervisors must be trained to act as role models, to recognize harassment in the workplace, and to respond promptly and appropriately. Employers must also institute effective complaint procedures that are readily accessible to employees and that ensure prompt investigation of harassment complaints without retaliation. In this session, BOLI's trainers review current trends in this volatile area and give you tips on minimizing your liability. Students must preregister through the BOLI website: https://www.oregon.gov/boli/TA/pages/t_sem_taseminar.aspx#EMPLOYERSEMINARSCHEDULE

BUS975245D1	Feb 5 COLB-219	Wed Staff	9 am – 12 pm \$199 for 1 session
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Course ID	Dates / Location	Days / Instructor	Time / Fee
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Health + Wellness

For academic credit options, visit: www.clatsopcc.edu/class-schedule

Ecotherapy for Climate Resilience

Climate change is a contributing factor to psychological distress and has left a lot of people feeling stressed and anxious! In this one-day class, learn nature-based practices to help improve mental well-being and reduce stress by building a closer connection to the natural world. Learn about ecopsychology as a field of study and how to apply ecopsychology principles and ecotherapy practices toward improving one's mental wellness.

PER022623W1	Mar 14 TOWL-207	Sat Lexa	10 am – 4 pm \$40 for 1 session
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Meditation

Let's explore our present moment experience using the foundational practices of breath, body, heart, and mind. Each term the class focuses on a different key element of meditation. This term the lecture, discussion, and guided meditations will focus on the investigation of the nature of mind and look directly at the source of experience, nature of thought, consciousness, and phenomena. This is an ongoing meditation class and silent sitting group offered year-round for people with previous meditation experience. If you are new to meditation, please register for Meditation: An Introduction. This is a non-religious class lead by a Zen priest.

PER06021XE1	Jan 8 – Mar 11 TOWL-309	Wed Monial	5:30 – 7:30 pm \$45 for 10 sessions
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Meditation: An Introduction

In this class, learn to explore the present moment experience through the foundational practices of breath, body, heart, and mind. This term, we will emphasize concentration, posture, and establishing a practice. Although this class is designed specifically for beginners, all are welcome to join. This is a non-religious class lead by a Zen priest.

PER06021XD1	Jan 8 – Feb 5 TOWL-309	Wed Monial	4 – 5 pm \$25 for 5 sessions
PER06021XD2	Feb 12 – Mar 11 TOWL-309	Wed Monial	4 – 5 pm \$25 for 5 sessions

Understanding Alzheimer's and Dementia

In the United States alone, more than 5 million individuals are living with Alzheimer's and 16 million are serving as their unpaid caregivers. The disease is a global crisis that impacts numerous families right here in our community. This session covers the basics of Alzheimer's and dementia and provides a general overview for people who are facing a diagnosis as well as those who wish to be informed, exploring the relationship between Alzheimer's disease and dementia, detailing the risk factors for and three general stages of the disease, identifying FDA-approved treatments available to treat some symptoms, and offers helpful Alzheimer's Association resources. To register, call 800-272-2933.

HEL944605D1	Mar 17 TOWL-310	Tue Staff	1 – 2:30 pm Free
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Course ID	Dates / Location	Days / Instructor	Time / Fee
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Home + Garden

Master Gardener Training with OSU

The OSU Master Gardener Program is designed to provide in-depth training for local gardeners who will become volunteers in the community to help the OSU Extension Service answer home and community horticulture questions for the public. Course information is founded on research-based subject matter and covers all aspects of sustainable gardening and horticulture. Classes are taught by OSU instructors, Extension faculty, veteran MGs, and horticulture experts from the local community. Contact the Master Gardener Program at the OSU Extension Office for an application packet at ClatsopMG@oregonstate.edu or call 503-325-8573. \$250

AGR9810XE1	Jan 8 – Mar 14 TOWL-310	Wed + Sat Staff	Wed 6 – 9 pm, Sat 9 am – 12 pm \$250
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Septic Systems

Operating silently underground, septic systems work hard every day to dispose of waste and wastewater. In this seminar, homeowners, renters, realtors, and the curious will learn everything they want to know (and likely did not want to know) about septic systems, including how they work, where and how to find one on a property, and how to properly feed and maintain a system to ensure longevity.

PER040503E1	Jan 23 TOWL-308	Thu McNickle	5:30 – 7 pm \$20 for 1 session
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Vegetable Gardening Basics: Getting Started

The coastal Pacific Northwest can be an intimidating place to grow vegetables, but when armed with some basic knowledge, tools, and proper planning anyone can grow a beautiful and bountiful vegetable garden! In this beginner's class, learn methods and best practices for growing vegetables in our area, including how to prepare and improve difficult soil, research and select good and hearty seeds, navigate area hazards, and tend a garden to a bountiful harvest.

PER028013E1	Jan 7 – Feb 4 TOWL-207	Tue Hall	6 – 7:30 pm \$45 for 5 sessions
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Language

For academic credit options, visit: www.clatsopcc.edu/class-schedule

Japanese for Beginners: Hiragana in Context

Hiragana is used to conjugate endings, function words, and native Japanese words not covered by kanji. In this class, learn to use Hiragana for Japanese vocabulary for family members, numbers, and other everyday phrases as well as basic grammar and how to form and ask questions. In this class, we will also learn the nature of Japanese kanji and how to look up a kanji in a Japanese dictionary. Vocabulary memorization is critical in this course.

JPN60105E1	Jan 9 – Mar 12 TOWL-307	Thu Neitzel	5:30 – 7 pm \$65 for 10 sessions
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Course ID	Dates / Location	Days / Instructor	Time / Fee
Spanish Conversation: Intermediate			
Conversation is an engaging and immersive way to practice any language. In this course, we'll spend five weeks diving into a variety of topics to promote speaking the Spanish language. Each class will offer time for asking questions and studying grammar to sharpen your skills and confidence in the Spanish language.			
SPN060106E1	Feb 12 – Mar 11 TOWL-208	Wed Rojas-Galvan	6 – 7:30 pm \$45 for 5 sessions

Spanish: Advanced

Engage your Spanish language skills through reading, studying, and discussing the Spanish-language essay "La librería de Sodoma," from the book, *Cuba En La Encrucijada, 12 perspectivas sobre la continuidad y el cambio en la Habana y en todo el país*, editado por Leila Guerriero. Each session, we'll read and discuss short stories and essays from a variety of perspectives and authors from the Spanish-speaking world.

SPN062109E1	Jan 8 – Feb 5 TOWL-208	Wed Rojas-Galvan	6 – 7:30 pm \$45 for 5 sessions
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Seniors

AARP Smart Driver

This course, specifically designed for drivers ages 50 and older, will help participants refresh driving skills, expand knowledge of the rules and hazards of the road, and, therefore, reduce the chances of receiving a traffic violation or getting into an accident. Oregon state law provides a discount on auto insurance premiums for completing this course. One does not have to be a member of AARP to take this class. \$15 for AARP members/\$20 for non-members.

SAF090200D1	Jan 8 SEAS-BCCC	Wed Staff	9 am – 4 pm \$15/20 for 1 session
SAF090200D2	Feb 20 COLB-219	Thu Staff	9 am – 4 pm \$15/20 for 1 session
SAF090200D3	Mar 11 SEAS-BCCC	Wed Staff	9 am – 4 pm \$15/20 for 1 session

Smartphones: Intermediate

PER047513D1	See description under "Technology"		
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Bandit Community Fitness: Seniors (62+)

FIT085067D4	See description on page 6.		
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Course ID	Dates / Location	Days / Instructor	Time / Fee
ENCORE			
ENCORE (Exploring New Concepts Of Retirement Education) provides life-long learning opportunities for students age 50+. The organization is run entirely by its members who decide what they want to learn and how they want to learn it. They conduct their own classes, invite guest speakers, discuss current events, read books and plays and keep their minds active. ENCORE members may use the College Library, interlibrary loan privileges, and computers on campus. Anyone interested in the ENCORE experience may enjoy two sessions at no cost or obligation—we know they'll want more! To request an information packet or become a member, please call 503-338-2408 or email communityed@clatsopcc.edu . \$50/year.			

Technology

Computer Basics: Mac

Computers are an integral part of modern life. In this hands-on crash course on Mac computers, learn how to navigate the operating system and use basic programs. We'll create and save files and folders, learn a few basic keyboard shortcuts, and personalize displays.

TEC070124D1	Feb 7 – Feb 14 ARTB-115	Fri Olson	1 – 3 pm \$35 for 2 sessions
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Excel Basics: Level 1

Excel is a powerful electronic spreadsheet widely used in business. In this introductory class, learn how to navigate within workbooks and worksheets, organize data into rows and columns, format text and cells, write simple formulas, and create charts. Bring your own laptop or use the classroom computers.

CSC975203D1	Feb 18 TOWL-105	Tue Olson	10 am – 12 pm \$30 for 1 session
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Google Suite Essentials

Get up and running with these popular applications that help organizations share information and collaborate. In this Google suite training, you'll learn how to use Google Docs for word processing and spreadsheets.

CSC96267E1	Feb 3 TOWL-105	Mon Johnson	5:30 – 7 pm \$30 for 1 session
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Looking for academic credit options?

Go to www.clatsopcc.edu/class-schedule to find more information

Course ID	Dates / Location	Days / Instructor	Time / Fee
Local Amature Radio Resources			
Students will learn how to use their handheld and base station VHF (2 meter) radios. This course is not a license prep class or a theory class. This is a "how to do it" course that covers the following topics: how local repeaters operate, suggested types of antennas, effective communication skills, how traffic nets operate, emergency and battery power sources, accessing Echo link, IRLP and digital systems, how the Columbia River Lightship shortwave/wireless (HF) amateur radio station operates and the type of license needed and the purpose of QSL cards. Presentations will be made the Community Emergency Response Team (CERT) and the Amateur Radio Emergency Services (ARES) staff. Information about local clubs and related groups will be provided. License Testing will be available for all grades of licensing following the class. To reserve a testing spot, please contact Dana Gandy at AF7UM@yahoo.com or Mike Gore at SlowGunBoat@gmail.com.			
SAF090704W1	Mar 7 COLB-219	Sat Staff	9 am – 4 pm Free

Smartphones: Intermediate

"Smartphones [...] expand our universe. We can connect with others or collect information easier and faster than ever." - Daniel Goleman
In this hands-on, two-hour session, we will build on the knowledge gained in the Smartphones Basics course. The first hour will focus on becoming familiar with basic applications, including the camera, maps, contacts, wifi, and internet. The second hour will lead to exploring and customizing phone settings.

PER047513D1	Jan 31 TOWL-307	Fri Olson	10 am – 12 pm \$20 for 1 session
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NEW COURSES

ENVIRONMENTAL SCIENCE

Study Environmental Science at CCC for a Transfer Degree or take a class for fun!

Earth's natural resources are vital to our existence. Study the human interaction with the natural world with new classes this term.

www.clatsopcc.edu/class-schedule

Course ID	Dates / Location	Days / Instructor	Time / Fee
Writing			
For academic credit options, visit: www.clatsopcc.edu/class-schedule			
Writing Roadmap from Idea to Publication			
The path to publishing your manuscript can be tricky, complex and often confusing for first-timers. In this three-hour "how-to" workshop for writers, you'll learn how to take your manuscript from idea to publication. We'll cover the steps to take to go from the first draft to publication and provide resources for what to do and who to work with along the way. We will touch on the ins and outs, and pros and cons of both self-publishing and traditional publishing so that by the end of class, you'll have the knowledge and tools to decide which path is best for you and a roadmap to reach your goal.			
PER013539W1	Feb 22 SCCC-RM2	Sat Cameron	1 – 4 pm \$30 for 1 session

Writing Workshop: Memoirs

Since its first boom period in the early 1990s, memoir has become one of the fastest-growing genres in the literary publishing world. The "memoir craze" continues strong today, as both veteran and emerging writers try their hand at recounting stories from their lives. In this workshop, we will study various permutations of the memoir, examining excerpts from multiple acclaimed works of autobiographical nonfiction. We will then apply the lessons we learn from these expert works to our writing, as we try to represent personal narratives in compelling ways. A series of generative prompts will help us mine our experience in this endeavor.

PER013532W1	Feb 1 TOWL-306	Sat Zingg	1 – 4 pm \$30 for 1 session
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WELDING

If it's built with metal, a welder was involved

Learn the skill & precision to create & repair structures & products

www.clatsopcc.edu/welding

Register for Bandit Community Fitness

PATRIOT HALL

Enjoy our Indoor Track,
Weight, Cardio Rooms, &
Multi-Purpose Gym Floor

REGISTER AT:

clatsopcc.edu/patriothall

See page 6 for more details

**STRONG MINDS
STRONG BODIES
STRONG COMMUNITY**





PROGRAMS THAT ARE HERE TO HELP YOU



South County Campus | 503.338.2402
1455 N. Roosevelt | Seaside, OR 97138

Clatsop Economic Development Resources (CEDR)

Does solving your business challenges seem like an impossible task?

The mission of CEDR is to deliver business-driven economic development services to create, grow, and retain businesses in Clatsop County. CEDR covers all aspects of your business' life cycle-from concept to expansion to exiting. CEDR provides confidential and free business counseling, specialized services, workforce recruitment and training. CEDR is a one-stop, high quality and low cost business solution.

Small Business Management Program (SBM)

If you're a business owner who is willing to commit time for classes and on-site visits and willing to try and accept new ideas, then this program is for you!

You'll benefit from monthly classroom sessions covering specific topics, group discussion and an exchange of ideas with other business owners; monthly visits to your business by the SBM instructor for personalized and confidential application of classroom topics and subjects of your choosing, and an analysis of your business to help you develop a sound plan for growth, expansion and greater profits.

Small Business Development Center (SBDC)

The path traveled to start, run and grow a business is filled with a variety of obstacles that often result in costly setbacks, or even failure. Traveling this path alone can be overwhelming and is extremely risky. The Clatsop Community College SBDC counselors have traveled the path and can assist with overcoming the obstacles. The result is lower risk and increased probability of success. We accomplish this by providing:

- No Cost Business Consulting
- Training Sessions & Materials
- Business Information Referrals

Course ID	Dates / Location	Days / Instructor	Time / Fee
Cyber Security Lunch & Learn			
If you're a business owner or work in facilities, HR, IT or are an office manager, you will want to attend this event to learn about:			
<ul style="list-style-type: none"> -The latest threats and vulnerabilities targeting small businesses -Strategies for mitigating threats -Remedial measures -Free resources available to small businesses -Initiatives underway in Oregon to develop a more cyber-aware workforce and help small businesses safeguard against cyber threats. 			
To register, call 503-338-2402 or visit https://bizcenter.org/centers/clatsop-sbdc/our-classes/			
CSC96265D1	Feb 19 SCCC-RM2	Wed Staff	12 – 2 pm \$20 for 1 session

Course ID	Dates / Location	Days / Instructor	Time / Fee
Intro to Financial Statements & Bookkeeping Basics			
Students will learn how to use different software to help them with bookkeeping, read financial statements, and then take that information to compare previous periods, and how to budget for the future. They will do basic bookkeeping practices to help understand the process of how the money that goes in and out of a business reports to financial statements.			
	Jan 7 SCCC-RM2	Tue Staff	8:30 – 10:30 am \$20 for 1 session
	Jan 7 COLB-219	Tue Staff	5:30 – 7:30 pm \$20 for 1 session

Course ID	Dates / Location	Days / Instructor	Time / Fee
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Intro to Quickbooks – Desktop

Students will learn how to open a new Quickbooks business and set up a chart of accounts. They will navigate the home screen, change basic information, enter deposits and expenses, set up a bank connection, and do other basic bookkeeping tasks.

	Jan 21 SCCC-LAB	Tue Staff	8:30 – 11:30 am \$30 for 1 session
	Jan 21 TOWL-105	Tue Staff	5:30 – 8:30 pm \$30 for 1 session

Advanced Quickbooks – Desktop

Students will learn how to customize invoices and use more advance features in Quickbooks. They will create and send invoices, create statements, enter and pay bills, run in depth reports, track inventory, run payroll, along with more advanced bookkeeping tasks.

	Feb 11 SCCC-LAB	Tue Staff	8:30 – 11:30 am \$30 for 1 session
	Feb 11 TOWL-105	Tue Staff	5:30 – 8:30 pm \$30 for 1 session

Intro to Quickbooks – Online

Students will begin with an introduction to financial reports, and then be hands-on as they learn how to create a path toward a more strategic financial management approach. -The knowledge of common financial business terms and concepts. -The basics of understanding the three key financial reports including Profit and Loss, Cash Flow, and Balance Sheet.

CSC973413XD1	Mar 3 SCCC-LAB	Tue Staff	8:30 – 11:30 am \$30 for 1 session
CSC973413XE1	Mar 3 TOWL-105	Tue Staff	5:30 – 8:30 pm \$30 for 1 session

Advanced Quickbooks – Online

It's time to take your knowledge of QuickBooks (online) to the next level. Join us to learn the advanced features that QuickBooks has to offer. If you have employees and/or a business with inventory this class will be really helpful. Plus, you can get hands-on help by scheduling a separate 1 hour session for the QuickBooks Open Lab. Participants will get one-on-one assistance to answer their specific questions and get help troubleshooting real life issues.

CSC973414XD1	Mar 17 SCCC-LAB	Tue Staff	8:30 – 11:30 am \$30 for 1 session
CSC973414XE1	Mar 17 TOWL-105	Tue Staff	5:30 – 8:30 pm \$30 for 1 session

Course ID	Dates / Location	Days / Instructor	Time / Fee
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Succession Planning

The workshop is an introduction to Succession Planning. It will include a self-assessment, a 3-hr seminar, a PP presentation, and a 90-minute one-on-one telephone advising conference. Information on tax considerations and implications in transitioning ownership in a business. Understanding succession and exit options. The link between personal financial planning and succession planning.

BUS952415D1	Feb 4 COLB-219	Tue Staff	8:30 – 11:30 am \$49 for 1 session
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Ready, Set, Start Your Business

This workshop is for anyone looking to start a new business. Topics covered include identifying your reasons for starting a business, seeing if business ownership is right for you, evaluating your business opportunities, learning the "basics" of starting a business, and much more!

You will come away with a good understanding of what it takes to license, register, and obtain the proper permitting and other specific needs related to your endeavor. We will be covering some of the trials and tribulations that others have encountered so that you can avoid common pitfalls and errors that could cause your business to fail due to improper planning. We will also be sharing constructive tools such as LivePlan to help you create your own custom business plan.

What happens after this class?

If you decide you want to actively pursue your vision of opening a business you can schedule a private appointment with one of our qualified Clatsop Community College SBDC business advisors. It is always FREE and CONFIDENTIAL.

Seating is limited and pre-registration is required: <https://bizcenter.org/centers/clatsop-sbdc/our-classes>

BUS975224D1	Jan 8 COLB-219	Wed Staff	8:30 – 10:30 am \$20 for 1 session
BUS975224D2	Feb 5 SCCC-RM2	Wed Staff	8:30 – 10:30 am \$20 for 1 session
BUS975224D3	Mar 4 TOWL-310	Wed Staff	8:30 – 10:30 am \$20 for 1 session

Looking for academic credit options?

Go to www.clatsopcc.edu/class-schedule to find more information

ECRWSS
POSTAL PATRON

DEGREES & CERTIFICATES

Associate of Arts Oregon Transfer *(Areas of Interest)*

Art	Physics
Chemistry	Pre-Medicine
Biological Science	Pre-Dental
Business	Pre-Physical Therapy
Economics	Pre-Veterinary
English	Physical Education
History	Psychology & Social Services
Mathematics	

Associate of Science Oregon Transfer

Business

Associate of General Studies

Associate of Applied Science

Automotive Technician
Business - Accounting or Management
Criminal Justice
Diagnostic Imaging (partnership with Linn-Benton CC)
Fire Science
Historic Preservation and Restoration
Maritime-Vessel Operations
Nursing-RN
Occupational Therapy (partnership with Linn-Benton CC)
Welding

Certificate Programs *(1 year or less)*

Automotive Technician
Business Professional
Computer Aided Design and Drafting (CADD)
Historic Preservation and Restoration
Maritime - Seamanship
Medical Assistant
Welding

Certification Preparation *(less than 1 year)*

Emergency Medical Technician and Adv. EMT
Nursing Assistant
Nursing Assistant II



REGISTER FOR WINTER CLASSES!

Registration for Winter Classes is **Now Open**.
Classes Begin **January 6, 2020**.
To register for classes, go to: www.clatsopcc.edu/register