GENERAL INFORMATION

CONTACT INFORMATION
Toll Free Number: 1.800.447.4091
General Information: 339.4426
Defensive Driving: 339.4426
Emergency Medical Services: 306.7044 or 306.7053
English as a Second Language: 339.4262
Fire and Rescue: 306.7045
GED Testing: 339.4486
GED, Adult High School, and Special Pathways Programs: 339.4272
Heritage Arts: 366.2005
Human Resources Development: 306.7020
Law Enforcement: 306.7043 or 306.7046
Motorcycle Rider: 306.7041 or 306.7040
Nursing Assistant: 339.4305 or 339.4331
Occupational Training: 339.4426
Personal Enrichment: 339.4426
Professional Licensure: 339.4426
Small Business Center: 339.4211
Transcripts: 339.4206 or 339.4426

PRE-REGISTRATION
Pre-register by calling the Continuing Education Office nearest you. Designate which class you would like to take and leave your name, address, and phone number. If you need to cancel enrollment in class, call prior to class meeting.

REGISTRATION
You will pay and complete registration forms during the first class session. Be sure to bring your Social Security number and proper fees to the first class.

REGISTRATION FEES
Registration fees are due at the time of registration. Students are not enrolled until all registration fees are paid. Registration fees, supplies fees, technology fees, insurance fees, and book fees, if required, are listed with each course listing.

ELIGIBILITY
Admission is open to adults who are at least 18 years old and who are not enrolled in public school. Sixteen to 18-year-olds may enroll in some courses, when space is available and pending proper permission. Students under 18 years of age may enroll in summer classes specifically for the younger student.

COURSE REPETITIONS
Effective Sept. 1, 1993, the NC Community College System established a Course Repetition Policy requiring students, including senior citizens, who take occupational extension courses more than twice within a five-year period, to pay the full cost of the course. This provision is waived if course repetition is required by standards governing the certification or licensing program in which the student is enrolled. Students may enroll in community service/personnel enrichment courses as many times as necessary to accomplish their individual educational/training goals, provided they continue to show progress, do not prohibit others from participating, are willing to pay fees and do not violate policies of the NC Community College System.

CONTINUING EDUCATION CREDIT
For occupational extension classes, Continuing Education Units (CEUs) are allowed. One CEU may be given for each 10 contact hours of participation in class.

REFUND POLICY
Registration fee refunds are granted only under the following circumstances:
- A student who officially withdraws from an extension class(es) prior to the first class meeting shall be eligible for a 100 percent refund. Also, a student is eligible for a 100 percent refund if an applicable class fails to “make” due to insufficient enrollment.
- After the respective class begins a 75-percent refund shall be made upon the request of the student if the student officially withdraws from the class prior to or on the 10-percent point of the scheduled hours of the class. Note: This rule is applicable regardless of the number of times the class meets or the number of hours the class is scheduled to meet.
- A 100-percent refund shall be made if the student officially withdraws from a contact hour class prior to the first day of class of the academic semester or term of if the college cancels the class. A 75-percent refund shall be made if the student officially withdraws from a contact hour class on or before the tenth calendar day of the class.
- Self-supporting classes are not eligible for refunds.

DISCLAIMER
The classes presented in this publication should not be considered a contract between SCC and any student. Changes or errors may occur for various reasons. A minimum number of students may be required before a class can be conducted. Pre-registered students will be contacted if changes or class cancellation is necessary.

We want you to teach a class
Part-time positions are available and are posted on our website. Call 339.4426 and give us ideas on what classes you would like to teach.
### OCCUPATIONAL TRAINING

Occupational Training programs prepare the individual for current in-demand jobs in our service area. These programs allow you to explore your interests and train for the job you want. All classes are subject to availability based on many factors, including classroom availability, instructor availability, sufficient student pre-registration, etc.

To pre-register for any of our Occupational Training classes or if you do not see a profession represented and would like to request training, call 828.306.7034 or email scotts@southwesterncc.edu.

### SAF 4000-Flagger Training: (4 hrs.) This four-hour flagger certification course teaches the basic procedures and operations needed to become a flagger. This course will provide each participant with the knowledge, skill and responsible attitude to control traffic through work zones (safely-effectively-quickly). The course prepares participants to do highway or utility flagging.

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Duration</th>
<th>Class Dates/Time</th>
<th>Instructor</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>SAF 4000-Flagger Training</td>
<td>4 hrs.</td>
<td>T,Th 6/3-7/17 6-9P</td>
<td>S. McNeil</td>
<td>$125</td>
</tr>
</tbody>
</table>

### MNT 3065-Facility Maintenance Technician Training: (260 hrs.) This program will help prepare students for a career maintaining and repairing residential and light commercial structures. Students will learn the basic skills related to electricity, electronic controls, basic plumbing, building codes and blueprint reading, general repair, painting, basic landscaping and housekeeping.

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Duration</th>
<th>Class Dates/Time</th>
<th>Instructor</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>MNT 3065-Facility Maintenance Technician Training</td>
<td>260 hrs.</td>
<td>T,Th 6/10-6/19 5-8P</td>
<td>Keith Ashe</td>
<td>$70</td>
</tr>
</tbody>
</table>

### OSC 3609-Pharmacy Technician-Health Care Unit/Retail Training

This course provides curriculum that will prepare a student to find employment (and success) as a pharmacy technician in the health care or retail setting. Emphasis is placed on a variety of duties within the pharmacy environment including: computer fundamentals, keyboard kinetics, patient records, communication, receptionist duties as they apply to the hospital and retail settings, clerical duties, math concepts, pharmacology, pharmacy law, regulations, standards, calculations, clerical duties, preparing for the workforce, non-sterile compounding and preparation for a final exam that also serves as an opportunity for students to determine their readiness for the Pharmacy Technician Certification Board (PTCB) exam. An externship built into the program allows students to optimize their learning experiences in this course. (Course Length: 13 weeks); Contact Hours: 264; Proposed Weekly Hours (20 hours per week for 13 weeks). Students must register at least 10 business days before the start date of class.

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Duration</th>
<th>Class Dates/Time</th>
<th>Instructor</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>OSC 3609-Pharmacy Technician-Health Care Unit/Retail Training</td>
<td>13 weeks</td>
<td>T,Th 6/3-7/17 4:30-7:30P</td>
<td>TBA</td>
<td>$180+$5 Technology Fee</td>
</tr>
</tbody>
</table>

### MED 3030-MC1-Medical Coding ICD-10: (128 hrs.) This online course covers the basics of ICD 10 diagnosis and procedural coding conventions and guidelines. Course topics can include but are not limited to accurate coding, correct sequencing of codes according to published coding conventions and guidelines, importance of clinical documentation improvement and the responsibilities and role of coders. Upon completion, students should have a basic understanding and knowledge of the coding conventions and guidelines as they apply to the use of ICD10 for diagnostic and procedural coding. Textbook is required and available at the SCC Bookstore.

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Duration</th>
<th>Class Dates/Time</th>
<th>Instructor</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>MED 3030-MC1-Medical Coding ICD-10</td>
<td>128 hrs.</td>
<td>Online 8/18-11/21</td>
<td>Kimberly Rice</td>
<td>$180+$5TF</td>
</tr>
</tbody>
</table>

### OSH 3013-OSHA 10-Hour Construction Outreach

This course is designed for construction workers, foremen, job supervisors and anyone involved in the construction industry. OSHA recommends Outreach Training Program courses as an orientation to occupational safety and health for workers covered by OSHA 29 CFR 1926. Upon successful completion, students will receive an OSHA 10-Hour Construction Outreach DOL course completion card. (Students must bring a check in the amount of $5 for the card-processing fee on the last night of class.)

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Duration</th>
<th>Class Dates/Time</th>
<th>Instructor</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>OSH 3013-OSHA 10-Hour Construction Outreach</td>
<td>10 hrs.</td>
<td>T,Th 7/15-7/24 5-8P</td>
<td>Keith Ashe</td>
<td>$70</td>
</tr>
</tbody>
</table>

### OSH 3013-OSHA 10-Hour General Outreach

This course is designed for inspectors, foremen, job supervisors and workers involved in general industry activities. OSHA recommends Outreach Training Program courses as an orientation to occupational safety and health for workers covered by OSHA 29 CFR 1926. This training will help workers identify, reduce, eliminate and report hazards associated with their job. Upon successful completion, students will receive an OSHA 10-Hour General Outreach DOL course completion card. (Students must bring a check in the amount of $5 for the card-processing fee on the last night of class.)

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Duration</th>
<th>Class Dates/Time</th>
<th>Instructor</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>OSH 3013-OSHA 10-Hour General Outreach</td>
<td>10 hrs.</td>
<td>T,Th 6/10-6/19 5-8P</td>
<td>Keith Ashe</td>
<td>$70</td>
</tr>
</tbody>
</table>

### OSC 3602-Professional Office Management: (87 hrs.) This program will prepare the student to successfully work in an office environment. Topics presented: office management, computer business applications, Word processing, Excel and PowerPoint. Students will also receive their Career Readiness Certification (CRC). Classes are held on Mondays and Wednesdays, with some Tuesdays and Thursdays required.

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Duration</th>
<th>Class Dates/Time</th>
<th>Instructor</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>OSC 3602-Professional Office Management</td>
<td>87 hrs.</td>
<td>M,W 8/11-11/19 4:30-7:30P</td>
<td>J. Stikeleather</td>
<td>$180+$5TF</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Duration</th>
<th>Class Dates/Time</th>
<th>Instructor</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>OSC 3602-Professional Office Management</td>
<td>87 hrs.</td>
<td>T,Th 6/3-8/7 4:30-7:30P</td>
<td>TBA</td>
<td>$180+$5TF</td>
</tr>
</tbody>
</table>
HOS 3072-Serv Safe® Food Service Safety and Sanitation: (18 hrs.)
The course is designed to give the food handler the understanding of
proper sanitation precautions and point out the results to be expect-
ated should these precautions not be taken. The course will deal with
the study of infection and illness, proper food handling techniques,
personal hygiene and personal safety. Students will be made aware of
the regulations of the Occupational Health & Safety Act. **Textbook re-
quired.** Purchase ServSafe Essentials textbook prior to start of class.
Jackson Campus, Burrell Building, Room 201
T,Th 6/10-6/26 5:30-8:30P C. Allen $70

AUT 3003-Escort Vehicle Operator Certification: (8 hrs.) This
8-hour course satisfies the requirements set by the NC Department
of Transportation to certify Oversize-Overweight load escort vehicle
drivers. Course components consist of defensive driving, escort
driver requirements, skills training, and an exam. The NCDOT will
issue a certificate for those attending the course and scoring 75% or
higher on the end of course examination. After class, students must
send certified driving record to NCDOT.
Jackson Campus, Founders Hall, Room 133
S 6/21 8A-5P R. Frady $70

As general manager of ConMet, Chris Davis has plenty to be excited
about these days.

The Golden Leaf Foundation and Duke Energy recently funded a trio
of advanced manufacturing training grants, which combined are worth
$1.5 million, to Southwestern Community College and its partners.

The funding has ensured that ConMet and other manufacturers
throughout western North Carolina can train their employees on the
latest technology for years to come.

But there’s one aspect of all these developments that excites Davis
even more.

“The greatest benefit is going to be for people we’ve not even met
yet,” Davis said last Friday when Golden LEAF officially presented a
grant check totaling more than $850,000 for the Community Assistance
Initiative - the first of two grants from that organization - to SCC, Swain
County and ConMet officials.

“Think about the kids coming through high school right now who
are wondering what they’re going to do with their lives,” Davis added.
“They have an option to get more technical training right here. That’s
going to allow us to stay here five, 10, 15, 20 years or longer.”

At Friday’s check presentation, Golden LEAF vice president Patricia
Cabe announced another grant application from SCC will be funded for
Essential Skills for $470,000. SCC’s portion of $220,000 is for advanced
manufacturing training equipment, which will be installed in the Swain
County Regional Business Education and Training Center.

The Duke Energy Foundation grant funds of $250,000 will help
equip SCC’s Jackson Campus for certificate, diploma and degree

Beginning Home Brewing: (18 hrs.) This 5-week course provides students
with an introduction to home brewing beer. Students will learn through
classroom and hands-on demonstrations the concepts of brewing, ingre-
dients, processes, equipment, and different styles of microbrews. Learn
everything you need to know in class to brew your first batch of beer.
Class will meet on Tuesdays with one Saturday class required. Must be 21
years of age. **Self-Supporting.**

SCC SECURES MORE THAN $1.5 MILLION IN GRANT FUNDING

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years of age. **Self-Supporting.**
Are you just starting out in your career or are you looking for a career change but lack the necessary education?

We will get you working and earning money more quickly by providing high-quality training in current in-demand jobs. Our occupational training classes will prepare you with the skills and confidence to get the job you want.

Examples of occupational training programs include:
- Table Gaming
- Pharmacy Technician Training
- Professional Office Management

To pre-register for any of our Occupational Training classes or if you would like to request training, call 828.306.7034 or email scotts@southwesterncc.edu
The following seminars are designed with the new start-up or budding entrepreneur in mind. Learn what it takes to be successful in starting and operating a small business one week at a time. Take one course, or take them all for FREE. Contact the Small Business Center at www.ncsbc.net or 828.339.4211 to reserve your seat or to request one-on-one confidential counseling.

**Business Networking for Artists & Crafters:** In this session, participants will learn best practices and share secrets of success for effectively operating their arts and crafts business. Topics for each session are carefully selected to enable participants to gain knowledge and experience. The unique monthly topic will center on one or more of the following: discussion of trends in marketing and showcasing art and craft products; best practices for networking; increasing sales; pricing products; exhibiting in art and craft shows and festivals; and website marketing.

- **Swain Campus – Room 114**
  - M 5/19 2-5P T. Snider

**Buying or Selling a Business? What you Should Know:** If you are considering either option, this is an opportunity to consider the prospects and help establish accurate pricing from either side.

- **Jackson Campus – Burrell Building, Room 302**
  - Th 5/22 9A-12P T. Snider

**Marketing Your Small Business with Pinterest:** Pinterest is a proven results-driven tool. Learn how to use Pinterest, one of the newer social media service, to drive traffic to your business website, establish credibility, convey expertise and a sense of who you are as a business person, and develop a relationship with clients and partners. Pinterest marketing is most obviously useful for anyone who uses pictures of their work as a sales tool. However, people in many other fields are learning how they can use Pinterest to send traffic to their business as well. Learn how small businesses are successfully using Pinterest!

- **Macon Campus – Room 215**
  - M 5/26 9A-12P T. Snider

**QuickBooks for Small Business - Part One:** Take the fear out of financial accounting! This course gives you the tools to understand the financial health of your small business. Start with the basics of bookkeeping and then launch into QuickBooks in order to learn more advanced financial management systems.

- **Swain Campus – Founders Hall, Room 123**
  - M 6/2-6/16 5:30-8:30P C. Williams

**QuickBooks for Small Business - Part Two:** Part two of this seminar will be dealing with the advanced functions of QuickBooks. This seminar covers bookkeeping basics, customer issues (invoicing and receivables), vendor issues (payables) and how to produce and understand financial statements.

- **Jackson Campus – Founders Hall, Room 123**
  - M 6/23-6/30 5:30-8:30P C. Williams

**Pinterest, Blogging & Mobile Marketing:** Step further into social media marketing, and learn how new sites and technologies are helping small businesses build relationships with their customers. New sites such as Pinterest provide another avenue for businesses to share information and communicate with their customers. Blogging sites such as WordPress are also inexpensive marketing options for businesses. Small businesses must also understand the power of mobile marketing and the opportunities that it presents. This seminar for small business owners covers each of these topics and helps them move ahead with connecting to customers.

- **Jackson Campus – Founders Hall, Room 125**
  - Th 6/5 9A-12P T. Snider

**Apps for Small Business:** As apps become more prevalent and more powerful, entrepreneurs and small business owners are relying on these savvy tools to help their businesses grow and run more smoothly. Find out more on mobile and web apps that can get you organized, connected and visible, and likely contribute to your success.

- **Jackson Campus – Founders Hall, Room 125**
  - T 6/10 5:30-8:30P T. Snider

**Being a Leader vs. Manager for Your Small Business:** This seminar is designed to enhance the understanding of Leadership vs. Management; individuals will gain an understanding of leadership and the skills that work to lead a successful business. In addition, individuals will become aware of leadership styles, skills and traits that are effective in motivating others within the business to work toward the common goal and achieve results.

- **Jackson Campus – Burrell Building, Room 302**
  - T 6/17 9A-12P T. Snider

**Am I Entrepreneurial Material?** Gain insight into self-assessment, community analysis, business structures and resources available.

- **Swain Center – Room 114**
  - M 6/19 2-5P T. Snider

**Finding Balance in Your Budget:** Create a financial strategy by developing a budget, identifying financial goals and getting control of debt.

- **Jackson Campus – Burrell Building, Room 302**
  - Th 7/10 9A-12P T. Snider

**How to Prepare for a Lender:** Find out what information banks really need for a solid funding proposal and how it’s used. Discover what type of questions the lender will ask you and what questions to ask the lender. Hear the “do’s and don’ts” that you can address now to improve your chances.

- **Jackson Campus – Burrell Building, Room 302**
  - Th 7/17 2-5P T. Snider

**Roadmap to Success:** This seminar deals with all that has to be in place once the phone starts ringing: facility, equipment, inventory, people, policies, credit lines, and operating capital. It also covers risk management, what it takes to be official and legal and simple steps to stress-free business planning.

- **Jackson Campus – Burrell Building, Room 302**
  - Th 7/24 5:30-8:30P T. Snider
SCC’S SMALL BUSINESS COMPETITION: EVERYONE WINS

The way Tonya Snider sees it, there were no bad outcomes for participants in the Dillsboro and Macon County Business Plan competitions.

The winning business plan yielded $5,000, but even aspiring entrepreneurs who walked away realizing they need to start over saved themselves a countless amount of money and aggravation.

“Some of our students will go out and have a lot of success with the business they’ve been planning through our series of seminars, but others won’t start the business they had been planning,” said Snider, who oversaw the learning sessions at Southwestern Community College’s Macon Campus. “Either way, they’re coming out better than if they’d not come here and figured out whether their business plan was feasible.”

“Once you’re in business, mistakes are a lot more painful,” Snider added, “so it’s good to figure out if your business idea makes sense – and the right way to do it.”

Roughly 20 aspiring entrepreneurs regularly attended the free weekly sessions at SCC’s Macon Campus. They covered topics ranging from “Am I Entrepreneurial Material?” and “Business Simulation” to “Marketing Mix” and “Financials for Small Business.”

Organized by SCC’s Small Business Center, the series was a result of the collaboration between the Dillsboro/WCU Partnership Committee and SCC. They worked through real-life scenarios and learned how to make their business ideas come to life.

John Faulk of Sylva found the process useful even though he’s been running his own businesses for more than 15 years.

“Working in the catering business, I’ve noticed a need to move people in groups – either from the airport to the hotel they’re staying in, or from the hotel to the location where they’re having an event,” said Faulk, 62, who runs B & Al’s Grill in Sylva. “My business idea is for a small transportation company that could move between 10 and 100 people from point ‘A’ to point ‘B’ in Macon and Jackson counties.

“Going through these seminars has allowed me to review the nuts and bolts of what goes into a business plan,” Faulk added. “You always have to evolve. The economy changes. You need to be looking at where trends are going. These seminars have emphasized for me that the key is relationships. You make sure your clients are getting what they want, a wonderful experience – which they’re predisposed to anyway – then it’s only going to help you grow your business.”

For more information about the Small Business Center at SCC, contact Tiffany Henry at 828.339.4211 or t_henry@southwesterncc.edu.
**NC Auto Safety Inspection Certification:** (8 hrs.) This course covers the inspection rules and procedures of a public inspection station. Upon completion, a student should understand the rules, regulations and procedures for safety inspections; be able to properly perform a vehicle safety inspection; and be prepared to sit for the state certification exam. **Self-Supporting.**

Jackson Campus, Summit, Room 129

<table>
<thead>
<tr>
<th>Day</th>
<th>Date Range</th>
<th>Time</th>
<th>Instructor</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>MT</td>
<td>5/19-5/20</td>
<td>6-10P</td>
<td>R. Frady</td>
<td>$70</td>
</tr>
<tr>
<td>MT</td>
<td>6/9-6/10</td>
<td>6-10P</td>
<td>R. Frady</td>
<td>$70</td>
</tr>
<tr>
<td>MT</td>
<td>6/30-7/1</td>
<td>6-10P</td>
<td>R. Frady</td>
<td>$70</td>
</tr>
<tr>
<td>MT</td>
<td>7/21-7/22</td>
<td>6-10P</td>
<td>R. Frady</td>
<td>$70</td>
</tr>
<tr>
<td>MT</td>
<td>8/11-8/12</td>
<td>6-10P</td>
<td>R. Frady</td>
<td>$70</td>
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</tbody>
</table>

**NC Notary Public Education:** (6.5 hrs.) This course covers the qualifications, procedures and certification for becoming a notary. Students completing this course with a passing exam grade are eligible to apply for certification with the N.C. Secretary of State's office. Requirements: high school diploma or GED, at least 18 years of age, legal resident of the USA, bring current valid state or federal photo ID. Students must purchase and read through the *Notary Public Guidelines for North Carolina 10th Edition*, available in the SCC Bookstore or online through the UNC-Ch School of Government. **Self-Supporting.**

Jackson Campus – Thursday classes in Founders Hall, Room 112; Saturday classes in Bradford Hall Conference Center

<table>
<thead>
<tr>
<th>Day</th>
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<th>Time</th>
<th>Instructor</th>
<th>Fee</th>
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</thead>
<tbody>
<tr>
<td>Th</td>
<td>5/8</td>
<td>9A-4:30P</td>
<td>K. Brendell</td>
<td>$70</td>
</tr>
<tr>
<td>Sat</td>
<td>6/7</td>
<td>9A-4:30P</td>
<td>R. Cedrone</td>
<td>$70</td>
</tr>
<tr>
<td>Th</td>
<td>6/26</td>
<td>9A-4:30P</td>
<td>R. Cedrone</td>
<td>$70</td>
</tr>
<tr>
<td>Th</td>
<td>7/24</td>
<td>9A-4:30P</td>
<td>R. Cedrone</td>
<td>$70</td>
</tr>
<tr>
<td>Sat</td>
<td>8/2</td>
<td>9A-4:30P</td>
<td>R. Cedrone</td>
<td>$70</td>
</tr>
<tr>
<td>Th</td>
<td>8/28</td>
<td>9A-4:30P</td>
<td>R. Cedrone</td>
<td>$70</td>
</tr>
</tbody>
</table>

**Real Estate Update:** (4 hrs.) This mandatory update, written by the N.C. Real Estate Commission, will cover Advertising & Syndication practices, Contract Formation & Negotiation, Surveys and Duties of Confidentiality, Revised Rules & Laws and Licensing and Educational Review. **Self-Supporting.**

Macon Campus, Room 204

<table>
<thead>
<tr>
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<th>Time</th>
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<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>M</td>
<td>5/12</td>
<td>9A-1P</td>
<td>B. Holt</td>
<td>$55</td>
</tr>
</tbody>
</table>

**Real Estate Broker-In-Charge:** (4 hrs.) This BICAR (8814) course is written by the N.C. Real Estate Commission for Brokers-In-Charge only. The cost of course materials is included in the registration fee. **Self-Supporting.**

Macon Campus, Room 204

<table>
<thead>
<tr>
<th>Day</th>
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**Real Estate Elective: The N.C. Vacation Rental Act: Guidelines to Compliance:** (4 hrs.) This course reviews and discusses the major provisions of the N.C. Vacation Rental Act. Specific topics include provisions of a vacation rental agreement, accounting of funds, transfer of ownership, expedited eviction and mandatory evacuation procedures. The cost of course materials is included in the registration fee. **Self-Supporting.**

Macon Campus, Room 204

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**Healthcare Continuing Education Series**

**Professional Boundaries: Navigating Dual/Multiple Relationships:** (1.5 CEUs) As a helping professional in a small community you may be faced with the complexities of encountering those in your care in various settings and relationships. This seminar will address those complexities. The American Counseling Association Code of Ethics (2005) will be explored to assist in setting appropriate safeguards and boundaries. **Self-Supporting.**

Jackson Campus, Founders Hall, Room 112

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**Healthcare Continuing Education Series**

**Healthcare Continuing Education Series**

**CAN’T FIND A CLASS THAT YOU ARE LOOKING FOR?**

See our updated schedule online at [www.southwesterncc.edu](http://www.southwesterncc.edu)
Acrylic Painting: (18 hrs.) Acrylics are a modern painting medium with a wide array of applications and a number of advantages over more traditional mediums such as oil paints. Students will explore a multitude of techniques such as texture and glazing, as well as more traditional approaches. Open to all skill levels. Self-Supporting.
Jackson Campus, Bradford Hall, Room 202
Th 5/22-6/26 6-9P A. Fouweather $80
Th 7/10-8/14 6-9P A. Fouweather $80

Advanced Photography: (18 hrs.) Continue to sharpen your technique and delve into Photoshop – the digital darkroom. Pre-requisite: Beginning to Intermediate Photography with Matthew Turlington. Self-Supporting.
Jackson Campus, Oaks Hall, Room 115
Th 5/22-6/26 5:30-8:30P M. Turlington $70
M 5/19-6/30 5:30-8:30P M. Turlington $70
T 5/20-6/24 5:30-8:30P M. Turlington $70
T 7/8-8/12 5:30-8:30P M. Turlington $70

Beginning To Intermediate Digital Photography: (18 hrs.) Just starting out or wanting to sharpen your skills? This class has it! Join professional photographer, Matthew Turlington of Penumbra Gallery, to learn about camera menus, lighting, focus, editing photos and more. Material list supplied upon registration. Self-Supporting.
Jackson Campus, Burrell Building, Room 203
Th 5/22-6/26 7/10-8/14 5:30-8:30P M. Turlington $70
Macon Campus - Room 215

Chair Caning & Rushing: (6 hrs.) Chris Myers teaches the art of chair seat weaving, otherwise known as Chair Caning. Learn the history of the craft and the many different materials and patterns used in the process. By course completion, students will have created a fine quality seat that will last for many years to come. Material list supplied during 1st class – approx. $15. Self-Supporting.
Macon Annex, Room 102
W 6/4-6/25 1-2:30P C. Myers $25
Macon Early College
W 8/6-8/27 1-2:30P C. Myers $25

Clutter Management: (2 hrs.) Clutter – where does it hide, how does it disguise itself and how can you better manage it? We will discuss the ways clutter may not be in your best interest and steps you can take to begin clearing it. Breathe new life into your space and your life. Bring your sense of humor and a “treasure” to swap or donate. Self-Supporting.
Jackson Campus, Burrell Building, Room 303
Th 6/10 1-3P T. Jiang $20
Th 6/10 5:30-7:30P T. Jiang $20

Color For Life: (2 hrs.) Why is color such a potent and subjective force? Join us as we look at how color affects us on a physical level, the healing properties of color, colored light and color in pigment, and how to choose colors that are best for you. Experience colored light as time permits. Self-Supporting.
Jackson Campus, Burrell Building, Room 303
T 7/15 1-3P T. Jiang $20
T 7/15 5:30-7:30P T. Jiang $20

Fabric Seat Weaving: (6 hrs.) Fabric (seat) weaving has been a necessary part of so many lives throughout history, and remains a useful and economical art today. Join Linda Myers as she teaches the art of fabric (seat) weaving and the history of the craft itself. By the final class, students will have created an heirloom chair to use and treasure for many years to come – without spending a fortune to do so! Material list supplied during 1st class – approx. $15. Self-Supporting.
Macon Annex, Room 102
W 6/4-6/25 1-2:30P L. Myers $25
Macon Early College
W 8/6-8/27 1-2:30P L. Myers $25

Gel Printing: (12 hrs.) Gel Printing is an easy and expressive way to create individual works of art, or monoprints. Open to any skill level, this fun technique uses a gel block and acrylic paint and can be used for a variety of purposes- from creating personalized stationary and cards to creating your next masterpiece. Self-Supporting.
Jackson Campus, Bradford Hall, Room 202
T 5/20-6/24 3-5P A. Fouweather $55
T 7/8-8/14 6-8P A. Fouweather $55

Getting Paid To Talk: (2.5 hrs.) Ever been told you have a great voice? From audio books and cartoons to documentaries, commercials, and more, this class will introduce you to the growing field of voiceover. Learn what the pros look for, how to prepare and where to find work in your area! We'll discuss industry pros and cons and play samples from working voice professionals. In addition, you'll have an opportunity to record a short professional script under the direction of our teacher. This class is lots of fun, realistic and a great first step for anyone interested in the voiceover field. For more info please visit: http://www.voicecoach-es.com/gptt. Self-Supporting.
Macon Campus, Room 215
W 8/7 6-8:30P Creative Voice Development $25
**PERSONAL ENRICHMENT**

**Introduction to Feng Shui:** (3 hrs.) Feng Shui – what is it and what can it do for me? Basic principles of Feng Shui, The Chinese Art of Placement, will be introduced and applied to each person’s living space. Used for thousands of years to create harmony and promote good fortune, Feng Shui has many applications in our world today including boosting careers, enhancing relationships and improving wealth and prosperity. Explore ways you can begin using your environment to affect your life. Bring a sketch of your floor plan to class. **Self-Supporting.**

Jackson Campus, Burrell Building, Room 303  
T 5/20 1-4P T. Jiang $25  
T 5/20 5:30-8:30P T. Jiang $25

**Introduction to Storytelling:** (14 hrs.) Storytelling has been a form of communication throughout the history of mankind. People love to hear and tell stories. Storytelling is great entertainment, yet it has a purpose, too. We tell stories to children to introduce them to the world of literature. In many families, tales about family history and ancestors are passed down from generation to generation through storytelling. Many public speakers tell stories as part of their presentations. They find that a well-told story will attract listeners’ attention and can emphasize or illustrate a point. Humorous stories told about yourself in certain circumstances can not only favorably draw your audience to you as a person, but also teach how to not take yourself too seriously. In this workshop, you will first learn to write the story, to speak the story, arouse emotion, share values, and more. With the skills achieved, you can choose to entertain, learn to better illustrate storytelling in a class setting, make better speeches and at the same time learn to face your fear of public speaking, or to simply learn how to write and pass on your family stories. **Self-Supporting.**

Jackson Campus, Burrell Building, Room 209  
T 9/9-10/21 6-8P A. Ammons Garza $70  
Macon Campus, TBD  
TH 9/11-10/23 6-8P A. Ammons Garza $70

**Public Speaking With Confidence:** (8 hrs.) You’ve heard it said that on the fear scale, public speaking is ranked second only to death. Whether you are an introvert or an extrovert, speaking in front of a group of others can be frightening even when you have an important message to get across! Communications expert and radio personality, Jessica Ray, will teach you what you need to do to face a crowd with the confidence that you can articulate your presentation in a concise yet uniquely dynamic way. **Self-Supporting.**

Jackson Campus, Founders Hall, Room 112  
W 6/4-6/25 5:30-7:30P J. Ray $35  
W 8/13-9/3 5:30-7:30P J. Ray $35  
Macon Campus  
W 7/9-7/30 5:30-7:30P J. Ray $35

**Sketching:** (12 hrs.) Explore the fundamentals of sketching. Focusing on still life and gesture drawings, students will use a variety of media to execute quick drawings and studies. These studies are an indispensable artist tool and are used to form ideas, layouts for larger works, or to quickly capture a scene. Open to all skill levels. **Self-Supporting.**

Jackson Campus, Bradford Hall, Room 202  
T 5/20-6/24 6-8P A. Fouweather $55  
T 7/8-8/12 3-5P A. Fouweather $55

**Spanish – Beginner Level 1:** (20 hrs.) Beginner Spanish-Level 1 provides the foundation upon which future levels will be based. The focus of this level is to learn proper pronunciation as well as the basic structure of the language. Present-tense verb conjugations are considered as well as the correct formation of sentences, negative sentences and questions. There will be some conversation practice. Latin American cultural differences will also be discussed, which will definitely help those who are planning a trip to a Spanish-speaking Latin America country. **Self-Supporting.**

Jackson Campus, Founders Hall, Room 215  
M 6/2-7/21 6-8:30P A. Rainone

**Spanish – Beginner Level 2:** (20 hrs.) Beginner Spanish-Level 2 is the level of choice for those that have completed Beginner Spanish-Level 1 or who know its equivalent. There will a continuation of grammar studies which will include: Possessive adjectives, numbers, the verb “Estar” vs. the verb “Ser,” special uses of the plural, demonstrative adjectives and pronouns etc. Conversation practice will also be included. A video presentation will begin in this level. This video presentation consists of 52 episodes of a story in Spanish about a missing person. Each episode is ½ hour in length. The student will listen to native speakers as the story line takes the class from Mexico to Spain, and from Spain to Argentina. Later, the story line takes us to Puerto Rico and then back to Mexico. **Self-Supporting.**

Jackson Campus, Founders Hall, Room 215  
M 7/28-9/22 6-8:30P A. Rainone

**Writing From The Heart I: Advice – Personal Experience – Protest and Controversy – Essays and Sketches – Inspiration – Nostalgia – Humor:** (12 hrs.) So what does writing from the heart mean? It’s the story you want to tell, a story you have to share with the world. And it’s probably one of the easiest article types to write in terms of research because you are your research. In this class, you will learn how to write something that makes readers cry out, “Hey, that’s me! That’s what I think. That’s how I feel!” and at the same time offer hope and help. The knowledge acquired is something all can use in creative writing. The writers strive to have at least one completed work by the end of the series. **Self-Supporting.**

Macon Campus, Room 215  
TH 6/5-7/17 6-8P A. Ammons Garza $60

**Writing From The Heart II: Person You Were Meant To be • Precious Heritage • Place in History:** (10 hrs.) Cultural heritage is unique and irreplaceable, which places the responsibility of preservation on the current generation. Aspects of the preservation and conservation of cultural intangibles include: Folklore, Oral history, Language preservation. For this class, we will be studying cultural (intangible) heritage, natural heritage, and historical fiction. We will explore writing pace, storytelling and style, publishing, and marketing. **Self-Supporting.**

Jackson Campus, Burrell Building, Room 209  
T 6/3-7/1 6-8P A. Ammons Garza $50

We May Cancel It Because We Didn’t Know You Planned to Take It!  
Please register early! Great classes with super instructors are often canceled because too many people wait until the last minute to register.
Wearing her cap and gown for Southwestern Community College’s GED® graduation ceremony, Tonya Hensley grinned nervously while recalling the moment she decided to turn her life around.

Her son, Calvin, had come to her one evening asking for help with his homework at their home in Whittier. Tonya had dropped out of Cherokee High years ago as a teenager, so she simply had no way to help Calvin with his studies.

“I can’t wait until I turn 16 so I can drop out of school,” Calvin said.

“No, you’re not dropping out,” his mother replied.

That’s when the son laid down his trump card: “Why not? You did.”

So Tonya Hensley made a deal with all three of her kids (Calvin, now 16; Tiffany 13; Camille 11): If she went back and earned her GED®, they all had to stay in school. It wasn’t easy, but the 33-year-old worked her way through preparatory classes then passed all elements of her GED® last fall and officially received her diploma on Jan. 16.

Her family, including husband Josh Banks, were part of an overflow crowd that turned out for the ceremony at SCC’s Burrell Building.

Hensley is currently enrolled in spring classes at SCC as she decides between the college’s culinary and substance abuse treatment programs.

“I basically did it for my children,” Hensley said, fighting back tears. “It’s been really hard because my mom has cancer. She’s had four knee surgeries and two back surgeries.”

Hensley’s dedication impressed her instructors.

“I feel like she’s overcome a lot,” said Katie Ross, who along with Rebecca Patterson teaches GED® preparation courses for Southwestern on the Qualla Boundary. “It wasn’t easy, but she came because she wanted to set an example for her kids. This is not the end of her education; it’s the beginning. She’s one who really wants to do more.”

Hensley’s was one of many stories of resilience and determination on display at the graduation ceremony.

One-hundred-fifty-three students earned their GED® diplomas through SCC in the fall, and 39 of them donned caps and gowns for the commencement event.

One of the oldest participants was 67-year-old Robert Squirrell of Whittier. He’d gone through the 11th grade before dropping out to start working as a rock/brick mason. He now has a daughter, four granddaughters, three grandsons and a great grandson.

Surrounded by family, he grew emotional when asked about the evening’s significance.

“I’m speechless,” he said. “It means I can tell my grandchildren to get their education.”

Devonne Jimison, GED coordinator at SCC, said: “As you can see from these stories, it is never too late to achieve your goals in life. Contact us today and begin the process of becoming one of our 2014 graduates.”

SCC has become a certified Pearson Vue Test Center and will continue to offer classes to prepare individuals to take the 2014 GED test.

For more information about the educational opportunities programs at SCC, contact Jimison at 828.339.4486 or devonnej@southwesterncc.edu.
College & Career Readiness/Basic Skills classes help individuals improve their reading, writing, and/or math skills. Classes are offered on all levels, from beginning reading to GED preparation. Classes are interactive and use adult learning techniques. Individualized, instruction, open entry and multiple class locations and times make these classes convenient for adult learners.

All literacy classes are free. You can start classes at any time and do not need to wait for the beginning of the new semester.

**CHEROKEE:**  
Cherokee Vocational Center  
70 Bingo Loop  
Cherokee, NC 28719  
828.339.4262  

**MACON COUNTY:**  
Peggy Crosby Community Center  
348 South Fifth Street  
Highlands, NC 28741  
828.339.4262  

**JACKSON COUNTY:**  
Southwestern Community College  
447 College Drive  
Sylva, NC 28779  
828.339.4272  

**Mountain Projects**  
25 Schulman Street  
Sylva, NC 28779  
828.339.4262  

**MACON ANNEX:**  
Employment Security Commission  
26 Ridgeway St  
Sylva NC 28779  
828.586.4063  

**SWAIN COUNTY:**  
Swain Center  
60 Almond School Road  
Bryson City, NC 28713  
828.366.2002  

**General Education Development (GED) Testing Information**  
Southwestern Community College is an official Pearson Vue Testing Center offering the new 2014 GED test. The new assessment will continue to provide adults the opportunity to earn a high school credential, but it goes further by measuring career-and college-readiness skills that are the focus of today’s curriculum and tomorrow’s success. Four content areas—literacy, mathematics, science, and social studies—will measure a foundational core of knowledge and skills that are essential for career and college readiness.

Individuals receiving a total passing score of 150 on each test are awarded a High School Equivalency Certificate by the North Carolina Department of Public Instruction. This certificate is generally accepted on the same basis as a high school diploma when making application for employment, seeking a job promotion or applying for admission into a college or university.

For more information, call 339.4272 or 339.4486.

**English as a Second Language (ESL)**  
ESL classes are designed to help adults with a limited knowledge of English learn to speak, read and write English. Speaking English properly will greatly enhance job and career potential. Classes are small, individual instruction is provided and students work at their own pace.

**Clases de inglés (ESL)**  
Las clases de inglés están diseñadas para ayudar a la gente mejorar leer, escribir y hablar inglés. Hablando inglés correcto le ayudará ganar más dinero en su trabajo. Las clases de inglés están enseñadas con instrucción individual y los estudiantes estudian al nivel adecuado. Si tiene preguntas, llame 828.339.4262 se habla español.

**Human Resource Development (HRD)**  
Employability Lab – With today’s new and rapidly changing technology and competitive job market, it is important to make yourself stand out. The job of finding a job requires many of the same qualifications it takes once you are hired. Employability Lab helps you determine the qualities that make you most marketable to prospective employers, helps you get that interview and win that job.

The course is structured on an open-entry, open-exit basis to meet the customized needs of the participants, is self-paced, and provides lecture as well as individual attention. During the lab, participants assess and identify job interests, learn advanced job-search techniques, learn to make their resume stand out, develop interviewing skills, discover the importance of social media and networking, earn their Career Readiness Certificate, and much more.

The course is free to the unemployed. Walk-ins are welcome. Come by at any time during lab hours to register. For more information, call Rita Gregory at 828.306.7020 or email at ritag@southwesterncc.edu.

Classes are held at the following locations:

**CHEROKEE:**  
Cherokee Vocational Center  
70 Bingo Loop  
Cherokee, NC 28719  
828.306.7020  

**MACON COUNTY:**  
Macon Annex  
23 Macon Avenue  
Franklin, NC 28734  
828.306.7020  

**JACKSON COUNTY:**  
Southwestern Community College  
447 College Drive  
Sylva, NC 28779  
828.306.7020  

**Employment Security Commission**  
26 Ridgeway St  
Sylva NC 28779  
828.586.4063  

**SWAIN COUNTY:**  
Swain Center  
60 Almond School Road  
Bryson City, NC 28713  
828.306.7020  

**Register today!**  
JACKSON CAMPUS  
828.339.4000  
MACON CAMPUS  
828.306.7001  
MACON ANNEX  
828.306.7034  
PUBLIC SAFETY TRAINING CENTER  
828.306.7041  
SWAIN CENTER  
828.366.2000
Southwestern Community College Employability Lab provides employability skills training to help you get ahead of the competition and improve life skills that are vital in today's job market.

The Employability Lab offers the following services:
- Career Exploration and Assessing Interests, Skills, and Abilities
- Improving Communication and Customer Service Skills
- Problem Solving Skills
- Money Management
- Leadership/Management Skills
- Goal-setting and Planning for Success
- And much more

For more information, contact Rita Gregory at 828.306.7020.
The Jerry Sutton Public Safety Training Center (PSTC) is a division of Southwestern Community College (SCC). SCC-PSTC is located within the Macon County Industrial Park, on Highway 64-West. The facility is primarily dedicated to coordinating Public Safety Training Programs (EMS, Fire/Rescue, and Law Enforcement) to all agencies within the SCC service area and beyond.

EMERGENCY MEDICAL SERVICES

Pre-registration is required for all EMS certification courses. Courses may also be canceled due to insufficient enrollment. For more information or to enroll in EMS training contact Todd Doster at 828.306.7044 or email tdoster@southwesterncc.edu.

Medical Responder to Emergency Medical Technician "Bridge" Course:
This course will be for currently credentialed Emergency Medical Responders who desire to advance to the Emergency Medical Technician level. The course times and meeting days are to be determined. Tentative start date for the course is May 12. The course will meet at SCC-PSTC.

Law Enforcement & First Response Tactical Casualty Care: LEFR-TCC teaches public safety first responders including police, other law enforcement officers, firefighters and other first responders the basic medical care interventions that will help save an injured responder's life until EMS practitioners can safely enter a tactical scene. It combines the principles of PHTLS and TCCC, and meets the recommendations of the Hartford Consensus document and TECC guidelines.
SCC-PSTC, Room 105
M 5/12 8A-5P

American Heart Association, Heartsaver First Aid, CPR & AED: Heartsaver® First Aid CPR AED is a classroom, video-based, instructor-led course that teaches students critical skills needed to respond to and manage a first aid, choking or sudden cardiac arrest emergency in the first few minutes until emergency medical services (EMS) arrives. Students learn skills such as how to treat bleeding, sprains, broken bones, shock and other first aid emergencies. This course also teaches adult and child CPR and AED use.
SCC-PSTC, Room 105
M-T 5/19-5/20 6-9P (both sessions required)
W 6/4 9A-4P
W 8/6 9A-4P

Advanced Medical Life Support: AMLS is an education program of the National Association of Emergency Medical Technicians (NAEMT). The program is endorsed by the National Association of EMS Physicians (NAEMSP). This program is for all levels of healthcare practitioners committed to providing quality care for patients in medical crisis. AMLS emphasizes the use of scene size-up, history, interactive group discussion on potential treatment strategies and physical exam to systematically rule out and consider possibilities and probabilities in treating patients' medical crises. The course is designed to combine interactive scenario-based lectures with hands-on physical assessments of patients.
SCC-PSTC, Room 105
M-T 6/9-6/10 8A-5P

Emergency Pediatric Care: EPC provides a unique approach to pediatric emergency care, offering assessment techniques that can help EMS practitioners rapidly and accurately assess pediatric patients to determine which situations may be life-threatening and require immediate intervention. In addition to providing current knowledge and training in proper treatment modalities, the course incorporates family centered care throughout all scenarios. Training encompasses lectures, hands-on skills practice and small group critical thinking discussions. EPC is for all emergency medical technicians and paramedics committed to providing quality care for pediatric patients.
SCC-PSTC, Room 105
M-T 6/23-6/24 8A-5P

Pre-Hospital Trauma Life Support: PHTLS is developed by the National Association of Emergency Medical Technicians in cooperation with the American College of Surgeons Committee on Trauma. The Pre-hospital Trauma Life Support (PHTLS) course is a unique continuing education program created in recognition of the real need in EMS education for additional training in the handling of trauma patients. This indispensable program is designed to enhance and increase knowledge and skill in delivering critical care in the pre-hospital environment.
Swain County EMS
Th-F 7/10-7/11 8A-5P

Critical Care Paramedic Continuing Education:
SCC-PSTC, Room 105
F 8/1 9A-5:30P

American Heart Association, Basic Life Support Provider: The AHA's BLS courses reinforce healthcare professionals' understanding of the importance of early CPR and defibrillation, performing basic steps of CPR, relieving choking, using an AED, and the role of each link in the Chain of Survival.
SCC-PSTC, Room 105
Th 8/7 9A-1P
Th 8/7 6-10P

Emergency Medical Technician - EMT-Basic: Hybrid: The focus of the Emergency Medical Technician is to provide basic emergency medical care and transportation for critical and emergent patients who access the emergency medical system. This individual possesses the basic knowledge and skills necessary to provide patient care and transportation. Emergency Medical Technicians function as part of a comprehensive EMS response under medical oversight. Emergency Medical Technicians perform interventions with the basic equipment typically found on an ambulance. The class consists of 200 hours consisting of didactic web-based coursework, as well as seven class meetings held on Saturdays from 0800-1700 at SCC-PSTC located in Franklin and 24 hours of EMS Field Internship. August 9, 2014
EMS Technical Scope of Practice Evaluations: Call for appointment.

Medical Responder/Emergency Medical Technician EMS Continuing Education at local Fire Departments: Multiple offerings of the topics
list below are offered at various fire departments and rescue squads each month. Call Todd Doster for specific times and locations.

May-Respiratory Emergencies
June-Geriatric Emergencies
July-Trauma and Medical Assessments
August-Obstetrics and Pediatrics

Southwestern’s EMT-Intermediate students consistently post 100, a pass rate on state exams. Six students successfully completed their course of training for credentialing as EMT-Intermediate on November 26. Each of these students was also successful in their first attempt at the N.C. OEMS credentialing exam. This is a considerable accomplishment as the pass rate on this exam averages 65% across the state. This was also the first course in North Carolina since the implementation of the new EMS Education Standard that was approved by the Office of Emergency Medical Services to allow students to test for National Certification at the Advanced EMT level. We are very proud of each of these students and thank each of them for their hard work and dedication to the communities they will proudly be serving. We also wish to thank each of the instructors who helped prepare these public safety professionals.

FIRE AND RESCUE

For more information on the following classes contact Travis Scruggs, Fire Rescue Coordinator/Instructor at 828.306.7045 or email t_scruggs@southwesterncc.edu.

Balsam Fire Department
Emergency Vehicle Driver 5/19 - 5/24 Cadwell FIP 3601
Emergency Vehicle Driver 5/19 - 5/24 Cadwell FIP 3601
Rapid Intervention Class 6/9 - 6/30 Williams FIP 6403
Sprinklers 7/14 - 8/11 Ensley FIP 3319
Fire Prevention Ed./Cause 8/25 - 10/6 Ensley FIP 3321

Bryson City Fire Department
Hazmat Refresher 6/3 - 6/17 Ensley FIP 4728

Burntown Fire Department
Medical Continuing Education 1st Thursday of the Month
Building Construction 5/15 - 6/19 TBA FIP 3216
Burn Building TBA Scruggs FIP 4729

Canada Fire Department
Medical Continuing Education 1st Monday of the Month
PPE 5/12 - 6/16 TBA FIP 3306
Fire Behavior 6/23 - 7/7 Ensley FIP 3304
Forcible Entry 7/21 - 8/18 TBA FIP 3307

Cherokee Tribal Volunteer Fire Department
Ventilation 6/9 - 7/14 TBA FIP 3308
Hazmat Refresher 7/28 - 8/4 Ensley FIP 4728

Clarks Chapel Fire Department
Radio/Communications TBA Callhoun FIP 4728

Cowee Fire Department
Medical Continuing Education 2nd Thursday of the Month
EVD Trailer Towing 5/22 - 5/24 Pruett FIP 3621
Ventilation 6/12 - 7/31 McWilliams FIP 3308
Vehicle Extrication 8/21 - 9/18 TBA FIP 5703

Cullasaja Fire Department
Medical Continuing Education 1st Thursday of the Month
Water Supplies TBA McWilliams FIP 3305
TR Water Rescue Transport & Victim TBA Scruggs FIP 6407/6408
Alarm and Communications TBA TBA FIP 3303

Cullowhee Fire Department
Medical Continuing Education 4th Monday of the Month
Portable Fire Ext 5/17 TBA FIP 3305
EVD 5/30 - 5/31 Pruett FIP 3601
Air Flight Fighting Emergencies TBA CCCC FIP 4728

Franklin Fire Department
Burn Building Training TBA TBA FIP 4729

Cashiers Fire Department
Sprinklers 6/2 - 6/30 TBA FIP 3319
FF Rescue 7/14 - 8/25 Allen FIP 3317
Portable Fire Extinguishers TBA Ensley FIP 3305

Cashiers Rescue
Heavy Rescue / Extrication TBA TBA FIP 4729

Highlands Fire & Rescue Department
Medical Continuing Education 3rd Tuesday of the Month
NIMS 400 5/13 - 6/17 Dillard FIP 4533
Sprinklers TBA TBA FIP 3319
Ropes TBA TBA FIP 3109

Mtn. Valley Fire Department
Ladders 6/5 - 6/26 TBA FIP 3310
Building Construction TBA TBA FIP 3322
Rescue TBA TBA FIP 3317
Salvage TBA TBA FIP 3314
Overhaul TBA TBA FIP 3315

Nantahala Fire Department
Medical Continuing Education 2nd Thursday of the Month
Structural Fire Fighting Tactics TBA TBA FIP 4728
FF Building Construction TBA TBA FIP 3216
Otto Fire & Rescue Department
Medical Continuing Education 3rd Thursday of the Month
TR General Ropes and Knots 6/5 - 7/31 TBA FIP 5606
TR Rescue Rigging TBA TBA FIP 5605
TR VMR Rescue Ops TBA TBA FIP 5701

Qualla Fire Department
Fire Control 5/12, 5/19, 5/24, 5/31, 6/2, 6/7 TBA FIP 3313
Fire Prevention Ed./Cause 6/9 - 7/21 Ensley FIP 3215
Sprinklers 8/4 - 9/1 Allen FIP 3319
Orientation & Safety TBA Ensley FIP 3323
Overhaul TBA Ensley FIP 3115

Savannah Fire Department
Medical Continuing Education 2nd Monday of even months
Forcible Entry 5/12 - 6/2 Allen FIP 3307
Ventilation 6/16 - 7/28 TBA FIP 3308
Water Supplies 8/11 - 9/15 TBA FIP 3318
Sprinklers TBA TBA FIP 3319

Sky Valley/Scaly Fire Department
Medical Continuing Education 4th Tuesday of the Month
TR General Victim Management 7/29 - 8/12 TBA FIP 5607
TR General Rescue Rigging TBA TBA FIP 5605

SCC-PSTC
Arson Investigator One TBA NC OSFM FIP 3500
Fire Fighter Instructor Requalification - OSFM Required for all Instructors 5/14 6-10P FIP 4901
Chemistry of Hazardous Materials - Online TBA NC OSFM FIP 3500
Advanced Arson Investigation TBA NC OSFM FIP 3500

Sylva  Fire Department
Forcible Entry 6/2 - 6/23 TBA FIP 3307
Personal Defensive Driving 7/14 - 7/21 TBA FIP 4728
Driving Simulator (Skyland FD) TBA FIP 4728

Swain County Rescue
TR Wilderness Victim Management TBA TBA FIP 6304
TR Water Rescue Transportation TBA TBA FIP 6407

West Macon Fire Department
Medical Continuing Education 2nd Thursday every 4th Month
Ladders 6/5 - 6/26 TBA FIP 3310
Foam Fire Streams TBA TBA FIP 3312
Fire Dept. Orientation/Safety TBA TBA FIP 3323

West Swain Fire Department
Building Construction TBA McWilliams FIP 3322
Ventilation TBA McWilliams FIP 3308

LAW ENFORCEMENT TRAINING

CJC-3938- Basic Law Enforcement Training (BLET) (744 hrs.): The North Carolina Basic Law Enforcement Training is a State-accredited program designed to prepare entry level individuals with the cognitive and physical skills to become certified police officers and deputy sheriffs. The course is comprised of 35 separate blocks of instruction. The Commission-mandated course, upon completion, will enable the graduate to be certified to work as a sworn law enforcement officer in North Carolina. SCC-PSTC offers two academies a year (Summer/Fall). For more information contact Matt Reynolds, North Carolina Law Enforcement Certification Coordinator/Instruction at 828.306.7046 or email reynolds@southwesterncc.edu

CJC-3941- Detention Officer Certification Training (DOCC) (194 hrs.): The North Carolina Detention Officer Certification Course is a State-accredited program designed to prepare entry level individuals with the cognitive and physical skills to become certified detention officers. The course is comprised of 22 separate blocks of instruction. The Sheriff’s Commission mandated course, upon completion, will enable the graduate to be certified to work as a sworn detention officer in the State of North Carolina. For more information contact Matt Reynolds, North Carolina Law Enforcement Certification Coordinator/Instruction at 828.306.7046 or email reynolds@southwesterncc.edu

CJC-3952- In-Service Training for Law Enforcement: In-Service Training Requirements from the NC Criminal Justice and Sheriffs’ Education and Training Standards Commission: The In-Service N.C. Law Enforcement Officer Training requirements, as outlined in the N.C. Administrative Code, requires that every police officer certified by the N.C. Criminal Justice and Sheriff Certification and deputy sheriff certified by N.C. Sheriff Education and Training Standards Commission complete 24 hours of in-service training annually. The topics for this requirement are outlined in the Code and include but are not limited to the classes listed below for in-service training annually. For more information contact Derek Jones at SCC-PSTC, 828.306.7052, for additional information.

Law Enforcement In-Service Training classes being offered in 2014
The Mandated In-Service Training Topics for 2014:
2014 Legal Update (4 Credits/Hours)
2014 JMST: A Juvenile – What Now? (2 Credits/Hours)
2014 Officer Safety: The First Five Minutes (4 Credits/Hours)
2014 Firearms Training and Qualification (6 Credits/Hours)

Topics of Choice for 2014:
Hazmat (2 Credits/Hours)
Bloodborne Pathogens (2 Credits/Hours)
Fundamentals of Evidence Collection (4 Credits/Hours)
2014 Law Enforcement Intelligence Update (2 Credits/Hours)
Officer Safety: Responding to Crimes Off-Duty (2 Credits/Hours)
Recognizing the Signs: Pre-assaultive and Deceptive Behaviors (4 Credits/Hours)
CJC-5020: North Carolina Tactical Officer’s Association (NCTOA) Western Regional Training (20 Hrs.): The Division of Public Safety Training (PSTC) is honored to host this 2nd NCTOA annual tactical operations training event within Western North Carolina. Individual tactical Operators, established and emerging teams as well as proactive patrol personnel will benefit from the integrated and multi-dimensional training schedule and the opportunity to network with others dedicated to the development of tactical mindset, knowledge, critical skill sets and expanded abilities. For more information or to pre-register contact Mitch Boudrot, Law Enforcement Training Program (LETP) Director Tactical Operations Coordinator / Instructor at 828.306.7043 or email m_boudrot@southwesterncc.edu.

SCC-PSTC and Off-Site Venues 5/18-5/20

CJC-5020: Tactical Mindset Course (8 Hrs.): This course of training focuses upon the capacity of the Law Enforcement Officer, or Tactical Operator, to “Stay In The Fight” despite the circumstances. Through lecture, illustration, incident debriefs, discussion and practical exercises, an emphasis will be placed upon proper preparation for confronting interpersonal human aggression, up to and including the use of lethal responses to suspect resistance. Training includes post-incident tactical strategies for successfully prevailing and winning the encounter. For more information or to pre-register contact Mitch Boudrot, Law Enforcement Training Program (LETP) Director Tactical Operations Coordinator / Instructor at 828.306.7043 or email m_boudrot@southwesterncc.edu.

SCC-PSTC and Off-Site Venues 6/9

CJC-5020: Tactical Dignitary Protection Course (32 Hrs.): This course of training is designed to assist law enforcement personnel when assigned to high-risk threat operations involving dignitary and high-value target protection. The law enforcement officer will be challenged with a variety of protective formations, driving techniques during assaults, tactical shooting with handguns, long guns, submachine guns and countermeasure control tactics. The course will emphasize discipline and provide a comprehensive understanding of coordinating and executing a dignitary assignment with an emphasis upon teamwork to accomplish the primary mission. For more information or to pre-register contact Mitch Boudrot, Law Enforcement Training Program (LETP) Director Tactical Operations Coordinator / Instructor at 828.306.7043 or email m_boudrot@southwesterncc.edu.

SCC-PSTC and Off-Site Venues 6/10-6/13

CJC-5020: Advanced Rapid Deployment Course (48 Hrs.): This course of training will build upon the established fundamentals of active-killer response previously encountered during mandated law enforcement rapid deployment training. Course content will include linear tactical assaults for multiple passenger transportation vehicles in high-risk situations during increasingly challenging training evolutions. For more information or to pre-register contact Mitch Boudrot, Law Enforcement Training Program (LETP) Director Tactical Operations Coordinator / Instructor at 828.306.7043 or email m_boudrot@southwesterncc.edu.

SCC-PSTC and Off-Site Venues 7/14-7/18

CJC-5020: Advanced SWAT Operator Course (44 Hrs.): Advanced SWAT Operator is a challenging course that will force Basic Operators to push themselves and their teams through each progressive training evolution, with an emphasis upon teamwork in the accomplishment of mission objectives. Training will include intense physical fitness, contact/cover, ballistic shield deployment, gas mask deployment, dynamic and static room clearing, day and night scenarios, vehicle evolutions – from vehicle assaults/rescues, as well as engaging threats from within a vehicle, tactical handgun, tactical shotgun, tactical rifle and tactical submachine gun deployment and precision with live-fire evolutions and callouts, and tactical mindset, among other dimensions during the week. This course is designed to access the physical and mental limits of SWAT Operators. For more information or to pre-register contact Mitch Boudrot, Law Enforcement Training Program (LETP) Director Tactical Operations Coordinator / Instructor at 828.306.7043 or email m_boudrot@southwesterncc.edu.

SCC-PSTC and Off-Site Venues 7/28-8/1

MOTORCYCLE SAFETY BASIC RIDER

This course covers the basic fundamentals needed to develop your capabilities to become a safe and responsible motorcyclist. It provides the opportunity for you to learn the physical and mental skills important for operating a motorcycle. In the classroom, you will learn ways to minimize risk and handle special riding situations. During the riding portions, you will be coached to develop the physical skills of basic control that include: straight-line riding, stopping, turning and shifting. You’ll then move on to more advanced skills in stopping quickly, cornering and swerving. Minimum 6 – Maximum 12. For more information, call 828.306.7041.

- Students must be able to ride a bicycle before entering class.
- Class is physically demanding.
- Classes are held on a full-size, flat range.
- Small, light-weight motorcycles are provided.

SCC-PSTC F (6-10P), Sa, Su (8A-5P), May 30 – June 1, July 11-13, July 18-20, August 15-17

TRAFFIC SAFETY TRAINING

For further information and to enroll, contact David Hensley, Traffic Safety Training Coordinator/Instructor at 828.306.7054 or email d_hensley@www.southwesterncc.edu

Beginning this Summer: Law Enforcement Defensive and Precision Driving: Participants will rotate through precision driving, collision avoidance, and skid recognition and avoidance drills using the Skid Car. In the classroom session, participants will discuss the importance of daily vehicle inspection, timely preventive maintenance, and use of occupant protection devices. Time will be dedicated to the Below 100 initiative which seeks to attain law enforcement line of duty deaths below the 100 mark. The class will be offered on several dates throughout the summer and will be offered in conventional classroom delivery, and in a hybrid on-line/conventional format, both with specific dates for practical exercises at SCC-PSTC Driving Range.

RADAR and LIDAR Training: RADAR Operator and RADAR / LIDAR Operator Recertification will be held Sept. 16-22, with the State Examination scheduled for Sept. 23 at SCC-PSTC.
SEF-3001 - Defensive Driving Course - To take advantage of the program, drivers should register and complete the four-hour course before their court date. The cost of the course is a non-refundable $60. Drivers must then enter a written plea agreement and plead guilty to a lesser charge. Court costs and fines will be assessed.

You must verify eligibility with the clerk of court and your insurance company. You are NOT eligible for this program if you have paid off the ticket or citation before class, you have a CDL and your violation occurred while operating a commercial motor vehicle, you completed the class in exchange for a PJC or otherwise received a PJC in the last three years. Drivers are also ineligible if an accident was involved that resulted in personal injury to someone or resulted in property damage in excess of $1,000. Other restrictions may apply.

To register at any SCC location, Bring your driver's license, your citation and $60 in cash. Drivers must register five business days prior to the class. No late arrivals will be admitted to class. Refunds will NOT be granted for failure to attend class. If you are under 18 you must get a concurrent enrollment form signed prior to registration. Self Supporting. Self-Supporting classes are ineligible for refunds.

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**NUR-3240 - Nursing Assistant I** The graduate of the Nursing Assistant training program is eligible to sit for the North Carolina State competency exam. The cost of the exam is $101 which will be payable to Pearson Vue. After successful completion of the state exam, graduates will be registered on the North Carolina Nurse Aide Registry through the N.C. Division of Health Service Regulation. The cost of the class includes the registration fee, malpractice insurance, accident insurance, and student identification. For more information or to register, contact Tnesia Richards at 828.339.4459 or by email at t_richards@southwesterncc.edu.

**Registration Fee: $213**

- MW 5/19-8/6 9A-5:30P Balsam 255
- TTH 5/13-8/14 2-8:30P Macon TBA

This continuing nursing education activity was approved by the North Carolina Nurses Association, an accredited approver by the American Nurses Credentialing Center’s Commission on Accreditation.
PRINTMAKING & LETTERPRESS

Intro to Etching: Introduction to the history and methods of the process of etching. Emphasis will be on studio time, providing demonstration and practice of various techniques, including engraving, dry point and mezzotint etching. Students completing the class will be able to demonstrate how to prepare a metal plate, will display familiarity with the various tools specific to each type of process, practice proper inking techniques, and know how to use the intaglio press. Cost of materials not included. Prerequisites: None. 96 hrs., 9.6 CEUs.
Swain Center, Room 110
MW 5/19-8/6 1-4P A. Fouweather $180

Monoprinting & Monotypes: This class is a practical exploration of monoprint and monotype. This studio class will focus on various techniques of creating singular prints; including hand coloring, inking variations, plate alteration and more. Students completing the class will demonstrate familiarity with the two main types of single image reproduction and will be able to produce both individual pieces and a short series. Cost of materials not included. Prerequisites: None. 24 hrs., 2.4 CEUs.
Swain Center, Room 110
MW 6/2-6/25 6-9P A. Fouweather $70

Experimental Topics: Lithography: An introduction to lithography, focusing on experimental techniques of producing images without the traditional stone or lithography press. Students completing the class will have practical knowledge of each technique, and produce a short series of prints using a method of their choice. 24 hrs., 2.4 CEUs.
Swain Center, Room 110
MW 7/07-7/30 9-6P A. Fouweather $70

CERAMICS & POTTERY

Intro to Clay: Interested in pottery? This short class is a great way to see if working with clay is for you! Students will have the opportunity to hand build a piece of pottery during this one-evening class. All projects will be fired and ready for pick-up the following week. Cost of materials is included. Prerequisite: None. 3 hrs., No CEUs. Self-Supporting.
Swain Center, Room 125
W 6/25 6-9P J. Matthews $22
F 8/8 12-3P J. Matthews $22

Independent Study Ceramics: This course is a self-directed, independent study for advanced students. Students will meet weekly with the instructor, Doug Hubbs, for the 4-week duration of the class to review progress and critique. Students will be expected to work on their own, during open studio hours. Cost of materials not included. Prerequisites: Beginning Wheel & Intermediate Wheel and/or instructor's permission. 8 hrs. Self-Supporting.
Swain Center, Room 125
M 5/5-5/28 3-5P D. Hubbs $38
M 6/2-6/23 3-5P D. Hubbs $38
M 7/7-7/28 3-5P D. Hubbs $38
M 8/4-8/25 3-5P D. Hubbs $38

Summer Art: Ceramics: This program is designed to help high school students and recent graduates develop a portfolio for admissions into an art program. Students will experience college level art classes in the setting of our AFA program with instruction from our faculty. All Summer Art Portfolio classes take place at the SCC Swain Center in Bryson City. Cost of materials included. Prerequisites: None. 20 hrs., 2.0 CEUs.
Swain Center, Room 123
MTWTh 6/16-6/19 10A-3P TBA $70

Kids Clay Animals: This class is fun for all ages! Students will learn how to create their favorite animals from clay. Students will also decorate their creations using color glazes. At the completion of the class, student work will be fired and ready for pick-up the following week. This class is intended for children 8-14 and ages 5-7 with a parent or guardian. Cost of materials included. 3 hrs., No CEUs. Self-Supporting.
Swain Center, Room 123
F 6/20 9A-12P M. Burrell $17

Kids Clay Tree Faces & Doors: This class is fun for all ages! Students will learn how to create a tree face or door from clay. Students will also decorate their creations using color glazes. At the completion of the class, student work will be fired and ready for pick-up the following week. This class is intended for children 8-14 and ages 5-7 with a parent or guardian. Cost of materials included. 3 hrs., No CEUs. Self-Supporting.
Swain Center, Room 123
F 6/27 9A-12P M. Burrell $17

Kids Clay Dinosaurs: This class is fun for all ages! Students will learn how to create their favorite dinosaurs from clay. Students will also decorate their creations using color glazes. At the completion of the class, student work will be fired and ready for pick-up the following week. This class is intended for children 8-14 and ages 5-7 with a parent or guardian. Cost of materials included. 3 hrs., No CEUs. Self-Supporting.
Swain Center, Room 123
F 7/11 9A-12P M. Burrell $17
As part of Southwestern Community College’s commitment to economic development, the Customized Training Program provides specialized training to manufacturing companies within Jackson, Macon and Swain counties. SCC recently obtained $72,000 in funding from the state for industrial training.

This year, more than 300 trainees have participated in over 50 classes. Below are just a few classes offered:

- CNC Programming
- PLC Troubleshooting
- Robotic Pendant Programming
- Hydraulics
- Industrial Electrical
- Industrial Maintenance
- Microsoft Access
- TS16949 Quality Management
- Computer-Aided Design (Solid Works, Altium)
- Geometric Dimensioning and Tolerancing
**Kids Clay Hobbit Houses:** This class is fun for all ages! Students will learn how to create a hobbit or fairy tale themed house from clay. Students will also decorate their creations using color glazes. At the completion of the class, student work will be fired and ready for pick-up the following week. This class is intended for children 8-14 and ages 5-7 with a parent or guardian. Cost of materials included. 3 hrs., No CEUs.

Swain Center, Room 123
F 7/18 9A-12P M. Burrell $17

**Beginning & Intermediate Wheel:** This course provides the beginner an introduction to making forms on the potter’s wheel, or to hone the skills of the student with wheel-throwing experience. All levels of students will explore the various round forms that can be created on the wheel including cups, bowls, bottles and plates. Students will also work on surface decorations, glazing and firing of their work. Cost of materials not included. Prerequisite: None. 69 hrs., 6.9 CEUs.

Swain Center, Room 123
MW 5/19-8/06 6-9P M. Burrell $180

**Clay: Experimental Topics:** During the duration of this course, students will cover a variety of advanced topics in ceramics from a sustainable and environmentally sensitive perspective. Students will create work and experiment with different glazing methods for Cone 6 Gas Reduction. Cost of materials not included. Prerequisite: Beginning Wheel & Intermediate Wheel and/or instructor’s permission. 69 hrs., 6.9 CEUs.

Swain Center, Room 125
TTh 5/20-8/07 6-9P E. Delfield $180

**Mixed Processes:** The class for potters at the intermediate and above skill level explores combining multiple processes to create both functional and non-functional ceramics. Students will use extrusion, wheel-throwing, and hand building along with other non-traditional methods. Focus will be on exploring individuals’ aesthetics through experimentation. Prerequisite: Beginning Wheel or instructor’s permission. 69 hrs., 6.9 CEUs.

Swain Center, Room 125
TTh 5/20-8/07 9A-12P K. Hubbs $18
**PROGRAMS OF STUDY**

- Accounting
- Advertising and Graphic Design
- Air Conditioning, Heating & Refrigeration Technology
- Associate in Arts-College Transfer*
- Associate in Fine Arts
- Associate in General Education
- Associate in Science
- Automotive Systems Technology
- Business Administration*
  - Electronic Commerce*
  - Business Administration Entrepreneurship*
- Business Administration
  - Office Administration*
- Civil Engineering Technology
- Computer Engineering Technology
- Computer Information Technology*
- Computer Information Technology - Networking
- Cosmetology
- Criminal Justice Technology*
- Culinary Arts
- Cyber Crime Technology*
- Early Childhood Education*
- Electrical System Technology
- Electronics Engineering Technology
- Emergency Medical Science
- Environmental Science Technology
- General Occupational Technology
- Health Informatics*
- Health Information Technology Medical Coding
- Human Services Technology
  - Substance Abuse Concentration
- Infant/Toddler Care
- Manicuring/Nail Technology
- Mechatronics Engineering Technology
- Medical Assisting
- Medical Laboratory Technology*
- Medical Office Administration
- Medical Sonography
- Networking Technology CISCO Certificate
- Nursing-Associate Degree
- Nursing Assistant
- Occupational Education Associate*
- Occupational Therapy Assistant
- Office Administration*
- Outdoor Leadership
  - Wilderness Emergency Medicine
  - Wilderness Therapy
- Paralegal Technology
- Phlebotomy*
- Physical Therapist Assistant
- Radiography
- Radiography - Computed Tomography & Magnetic Resonance Imaging
- Real Estate Licensing
- Respiratory Therapy
- Therapeutic Diagnostic Services
- Emergency Medical Science
- Medical Assisting
- Nursing Assistant
- Phlebotomy
- Therapeutic Massage
- Therapeutic Massage Trades:
  - Carpentry (High School Students Only)
  - Welding Technology
- Web Technologies*
- Web Design*
- Mobile Development*

* Available Online

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**Factoids**

- **Over 70 Programs of Study**
- **75 Articulation agreements with public/private universities**
- **SCC has awarded over 7000 degrees, diplomas, and certificates.**
- **20 Programs offered online**
- **25 Student Clubs & Organizations**
- **VALUE $74.50 per credit hour at SCC** compared to $339.00 per credit hour at a NC University
- **1964** The year Southwestern Community College was founded
- **400 SCC students have earned more than hours of honors credit**

Visit www.southwesterncc.edu for more information.
Workforce Innovations
Continuing Education Schedule

www.southwesterncc.edu

SAVE THE DATE

October 4, 2014

SCC’s 50th Anniversary at the Jackson Campus.

More details to come...

Southwestern Community College
Community is Our Middle Name