

INSIDE

12 OCCUPATIONAL TRAINING:  
Harrah's GM says  
SCC training is vital to  
Cherokee operation.



Spring 2017

# WORKFORCE INNOVATIONS

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 **Southwestern**  
COMMUNITY COLLEGE  
A Nationally Ranked Top 10 College

# 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 Language (ESL) / Civics: 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 or 339.4426

Transcripts: 339.4426 or 339.4206

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.

Please visit [www.southwesterncc.edu/workforce-innovations/class-schedule](http://www.southwesterncc.edu/workforce-innovations/class-schedule) for the most current class schedule.

## SAFE DRIVING PROGRAM



Have you received a minor traffic citation or ticket recently? If you have, you may be eligible to complete a four-hour defensive driving course. By completing the course, drivers could save money on their insurance, keep points off their licenses and sharpen their driving skills.

For more info, visit [www.southwesterncc.edu/dd](http://www.southwesterncc.edu/dd) or call 828.339.4426.

## 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. 16 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. Only individuals who have registered and paid may attend class.

## 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

**NEW!**

**Online registration for  
Workforce Innovations**  
[www.southwesterncc.edu/ie](http://www.southwesterncc.edu/ie)

Southwestern Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404.679.4500 for questions about the accreditation of Southwestern Community College.

## Identification Statement:

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50,000 copies of this publication were printed at a cost of 18¢ each.  
SCC sells ads in its class schedules to help offset printing costs.  
For advertising information, please contact us at 828.339.4000.  
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# PROFESSIONAL LICENSURE

For more details, please visit [www.southwesterncc.edu/workforce-innovations/professional-licensure](http://www.southwesterncc.edu/workforce-innovations/professional-licensure).

**SEF 3001- Electrical Contractors' License Renewal Education:** (8 hrs.) This course meets the requirements of the NC State Board of Examiners of Electrical Contractors for eight hours of continuing education credit.

Jackson Campus, Founders Hall, Room 117 *Self-Supporting*.  
T 4/4-4/11 5:30-9:30P J. Buchanan \$70

**SEF 3001- Electronic Notary Public:** (3 hrs.) Designed for individuals who want to become commissioned as an electronic notary, this course covers legal, ethical and procedural requirements of the Notary Act set forth in the General Statute 10B Article 2. For more information, go to [www.secretary.state.nc.us/notary/](http://www.secretary.state.nc.us/notary/).

Jackson Campus, Founders Hall, Room 124 *Self-Supporting*  
T 4/11 9A-12P K. Brendell \$70

**SEF 3001- Motor Vehicle Dealer License Pre-Licensing:** (12 hrs.) This course provides prospective auto dealers with the twelve hours of authorized pre-licensing training in order to be licensed in North Carolina. Topics include: powers of commissioner, dealer license plates, vehicle inspections, titling and registration, frequently used forms and dealer disclosures.

Jackson Campus, Burrell, Room 209 *Self-Supporting*  
W,Th 3/1-3/2 8:30A-3:30P D. Mauk \$70

**SEF 3001- Motor Vehicle Dealer License Renewal:** (6 hrs.) House Bill 432 mandates that any independent auto dealer seeking renewal of his/her license must show proof of attendance at a DMV-approved six-hour Continuing Education class each year. This class will focus on NC Motor Vehicle Dealers and Manufacturers Regulation and on the Vehicle Registration Section Title Manual.

Jackson Campus, Burrell, Room 209 *Self-Supporting*  
F 3/3 8:30A-3:30P D. Mauk \$70

**SEF 3001- OBD Emissions Certification/Recertification:** (8 hrs.) Familiarizes students with the mandates and procedures required for certification as a North Carolina OBD II Inspector-Mechanic.

Jackson Campus, Summit, Room 129 *Self-Supporting*  
M,T 4/10-4/11 6-10P R. Frady \$70

**SEF 3001- NC Auto Safety Inspection Certification:** (8 hrs.) Learn 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.

Jackson Campus, Summit, Room 127 *Self-Supporting*  
M,T 1/23-1/24 6-10P R. Frady \$70  
M,T 2/27-2/28 6-10P R. Frady \$70  
M,T 3/27-3/28 6-10P R. Frady \$70  
M,T 4/24-4/25 6-10P R. Frady \$70

**SEF 3001- 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 NC Secretary of State's office.

Jackson Campus, Founders Hall, Room 117 *Self-Supporting*  
Th 2/16 9A-4:30P K. Brendell \$70  
Th 3/16 9A-4:30P K. Brendell \$70  
Th 4/20 9A-4:30P K. Brendell \$70  
Th 5/18 9A-4:30P K. Brendell \$70  
Macon Campus, Cecil Groves Center, Board Room  
T 1/10 9A-4:30P R. Cedrone \$70  
T 3/14 9A-4:30P R. Cedrone \$70  
T 5/9 9A-4:30P R. Cedrone \$70

Requirements: high school diploma or GED, at least 18 years of age, legal resident of the USA, bring current valid state, federal, or tribal photo ID. Before class, students must purchase and read through the 2016 Notary Public Manual, available in the SCC Bookstore or online through the UNC-CH School of Government.

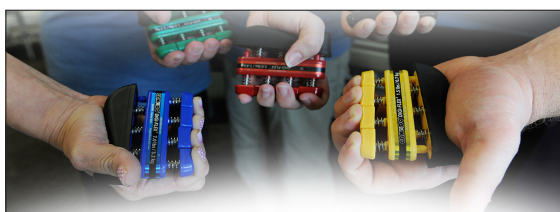
## SEF 3001- Massage Therapy and Bodywork Practitioners Continuing Ed – Ethics and Deep Tissue Massage (6 hrs.)

Get your CE hours locally and join us for the 1stst annual mini-conference! Hot topics this year include:

- Ethical standards of practice
- Deep tissue techniques

This event is currently pending NCBTMB approval for 6 CE hours, which will be applied retroactively. Certificates will be mailed to participants once approval is confirmed.

*Self-Supporting*  
Jackson Campus, Burrell, Room 102B  
S 4/22 9:30A-3:30P J. Burgess \$40  
(Free for current SCC Massage Therapy students.)



**SEF 3001- OT/PT Mini-Conference – Documentation and Ethics (5 hrs.)** SCC invites the occupational and physical therapy communities in Western North Carolina to a mini-conference on current topics affecting practice. This year's hot topics are:

- Dual management of ethics and regulations
- Documentation standards and billing

This event is currently pending NCBOT and NCBPT approval for 5 CCA points.

*Self-Supporting*  
Jackson Campus, Burrell, Room 102A  
S 4/22 9:30A-3P L. Radley \$40  
(Free for FWEs/CIs supervising 2017 Level II and clinical students.)



# EDUCATIONAL OPPORTUNITIES

Southwestern Community College holds classes at convenient times and locations each week to meet the needs of adults with busy lives.

## High School Equivalency

- Oaks Hall, Room 103 M,T,W 9A-12P
- Oaks Hall, Room 103 M,W 6-9P
- Mountain Projects T,Th 4:30-7:30P
- Swain Center (Bryson City) Room 101 T,W 8:30A-12:30P  
T,Th 5:30-8:30P
- Vocational Opportunities of Cherokee (VOC) Room 1 T,Th 6-9P
- Peggy Crosby Community Center (Highlands) Peggy Crosby Center T,W 6:30-8P
- Macon (Franklin) Macon Annex, Room 101 M,T,W,Th 8A-12P  
Macon Campus, Room 203 M,Th 5-8P

## Job and Career Preparation (HRD)

With today's new and rapidly changing technology and competitive job market, it is important to make yourself stand out. Attending a College and Career Readiness Lab will help you determine the qualities that make you most marketable to prospective employers. 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 resumes 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, contact Rita Gregory at 828.306.7020 or ritag@southwesterncc.edu.

Jackson Campus (Sylva)		
Oaks Hall, Room 104	T	9A - 2P
	W,Th	9A-12P
Swain Center (Bryson City)	M	8:30A-1:30P
	W	8:30A-12:30P
Macon Annex (Franklin)		
Room 104	T	9A-12P
	Th	9A-2P

## English Language Acquisition (ELA) / Civics

ELA 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 career and college placement. Classes are small, individual instruction is provided and students work at their own pace.

## Clases de ingles (ELA)

Las clases de ingles están diseñados para ayudar la gente mejorar leer, escribir y hablar ingles. Hablando ingles correcto le ayudará ganar más dinero en su trabajo. Las clases de ingles están enseñados con instrucción individual y los estudiantes estudian al nivel adecuado. Si tiene preguntas, llame 828.339.4262 se habla español.

## Jackson Campus (Sylva)

- Oaks Hall, Room 105 M,W 9A-12P
- Oaks Hall, Room 105 T,Th 6-9P

## Peggy Crosby Community Center (Highlands)

- Peggy Crosby Center T,W 6:30-8P

## Macon (Franklin)

- Macon Annex, Room 105 M,W 9A-1P
- Macon Campus, Room 108 M,W 6-9P
- Cherokee – Bingo Hall W,Th 4-6P

## High School Equivalency (GED/HiSET)

SCC offers free classes in Jackson, Macon, and Swain counties to prepare you for the high school equivalency tests.

Sign up to test by going to [www.GED.com](http://www.GED.com) or [www.hiset.ets.org](http://www.hiset.ets.org). Just a few easy-to-follow steps will create a GED® or HiSET account. Select Southwestern Community College as your test center, select the date and time you want to test, pay online and then you are ready to test! Call Devonne Jimison at 828.339.4486 for information on our classes or testing.



**BOGART'S**  
RESTAURANT

**35 E. MAIN STREET  
SYLVA + NC**

**828.586.6532**  
**828.586.9022 (FAX)**



# SCC's Project SEARCH 2016 Interns



Project | SEARCH®

Sitting across the table from SCC's newest Project SEARCH® interns, you can't help but smile when you look around and see their beaming faces as they end their daily classroom time with Devonne Jimison, SCC's Project SEARCH® coordinator and head out to their internships.

Project SEARCH® is a national non-profit program which partners with businesses to create internships for young adults with disabilities.

Three years ago, SCC partnered with Harris Regional Hospital to bring the program to Jackson County.

The program, now in its third year in Jackson County, allows men and women ages 18-30 with disabilities to gain marketable and transferrable employability skills through the implementation of hands-on work experience during a series of three separate, 10-week internships matched to their individual interests, strengths, and abilities.

"What I love about this program is that there is a lot of freedom in accepting a diverse group of young people," said Jimison. "As teachers, job coaches and counselors, we focus on each person individually and embrace who they are on their specific journey."

This program allows students with a vast range of disabilities to transition from school into a work environment.

"From the starting point, we help them identify their goals, we make a plan and we begin work on making their

dreams come true," said Jimison. "The basic dream for all of them is employment and giving back to their community."

Jimison believes this program offers hope for parents and caregivers when they see how diverse the interns in the Project SEARCH® program are. The range this year is from a student with down syndrome and a language barrier to a high-functioning student with autism, who also holds an additional job outside of the internship.

When asked what kind of impact this program has had on their lives, those beaming faces sitting across the table got even brighter when talking about what Project SEARCH® has done for them.

"This program helps you focus more on your abilities than your disabilities," said Charlotte Hill, an intern from Whittier, whose future goals include being a chef.

"This program inspires people with disabilities and benefits us by helping us get a job in the community," said Elliott Jacques an intern from Sylva.

SCC's partners in providing the program locally include Harris Regional Hospital, Vahyah Health (formerly known as Smoky Mountain Center), Vocational Rehabilitation and Webster Enterprises.

For more information about Project SEARCH®, contact Devonne Jimison at 828.339.4486 or [devonnej@southwesterncc.edu](mailto:devonnej@southwesterncc.edu).

*SCC's Project SEARCH 2016 interns include Front row from left: Marzena Bradley, teacher; Lorie Burnett, job coach; Charlotte Hill, intern from Whittier; Lisa Skiver, intern from Bryson City; Ned Baddy, intern from Cullowhee; Devonne Jimison, Program Coordinator and lead teacher. Back row from left: Elliott Jacques, intern from Sylva; Thomas Smith, intern from Cherokee; Mike Rogers, Webster Enterprises partner; Not pictured: Laura Smith, lead job coach.*



# PERSONAL ENRICHMENT

For more details about these and other personal enrichment classes, please visit [www.southwesterncc.edu/workforce-innovations/personal-enrichment](http://www.southwesterncc.edu/workforce-innovations/personal-enrichment)

## FITNESS

**CSP 4000- Fitness Fusion:** (30 hrs.) Using Zumba techniques and toning sticks, each workout will feel more like a dance party than the traditional regimented style we've all come to dread.

Jackson Campus, Bradford Hall, Gym *Self-Supporting*  
T 1/17-5/9 5:15-6:15P  
Th 1/19-5/4 5-6P G. Wang \$75

## LANGUAGES

**CSP 4000- Beginning Italian-Part I:** (24 hrs.) Introduces the student to the basic Italian vocabulary and grammar, as well as the culture of Italy, using a multi-media approach including films, games, music, and food.

Jackson Campus, Founders Hall, Room 112 *Self-Supporting*  
M 1/23-3/13 5:30-8:30P L. Costantino \$125

**CSP 4000- Beginning Italian-Part II:** (24 hrs.) Students will advance in skills from Part I and continue developing the necessary skills needed for basic communication and comprehension. Will include films, games, music, food, and tips on traveling in Italy.

Jackson Campus, Founders Hall, Room 112 *Self-Supporting*  
M 3/27-5/15 5:30-8:30P L. Costantino \$125

## MONEY MATTERS

**Strategies for Personal Money Management:** Whether just starting out on your own or looking for ways to maximize your dollar, this series is sure to make you smarter and more confident in your financial decisions. Take one or all three!

**CSP 4000- Budgeting:** (3 hrs.) Students will learn how to make sound purchases for taking care of their personal and family's needs while planning for a secure future.

Jackson Campus, Founders Hall, Room 117 *Self-Supporting*  
M 1/23 5:30-8:30P W. Brothers \$30

**CSP 4000- ABCs of Credit:** (3 hrs.) Learn how to establish credit, use it to your advantage, and maintain a healthy credit score.

Jackson Campus, Founders Hall, Room 117 *Self-Supporting*  
M 1/30 5:30-8:30P W. Brothers \$30

**CSP 4000- Tax Tips:** (3 hrs.) Just in time for the filing season, discover strategies to get all the deductions and credits you are entitled to.

Jackson Campus, Founders Hall, Room 117 *Self-Supporting*  
M 2/6 5:30-8:30P W. Brothers \$30

**CSP 4000- Getting Paid to Talk:** (2.5 hrs.) 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.

Jackson Campus, Burrell, Room 303 *Self-Supporting*  
M 4/24 5:30-8P Creative Voice Dev. \$25

## MUSIC

**CSP 4000- Introduction to World Drumming:** (25.5 hrs.) Students develop basic music theory skills and specific listening techniques through guided practice. Explore various forms of music, instruments & musicians from different regions. For assistance finding a suitable drum, email [ccfiv87@yahoo.com](mailto:ccfiv87@yahoo.com).

Jackson Campus, Balsam, Room 152 *Self-Supporting*  
T 1/10-5/9 5:30-7P C. Furtado \$90

## PAINTING

**CSP 4000- Pastels with Doreyl:** (3 hrs.) Pastels have the truest colors of all art media, ranging from soft and subtle to bold and brilliant. Students of pastel painting also become students of nature as Doreyl imparts knowledge from her degree in biological/medical art.

Jackson Campus, Founders Hall, Room 112 *Self-Supporting*  
Th 2/16 5-8P D. Ammons Cain \$40  
Th 4/20 5-8P D. Ammons Cain \$40

Cashiers Senior Center		Sylva Senior Center	
Th	2/23 10:30A-2:30P	Th	1/26 1:30-4:30P
Th	4/20 10:30A-2:30P	Th	3/16 1:30-4:30P

Registration fees and materials will be arranged for members of the Senior Centers. Other senior citizens are welcome to attend; however, please call 339.4497 for registration instructions.

## PHOTOGRAPHY

**CSP 4000- Spring Color & Waterscapes Digital Photography** (18 hrs.) Join professional photographer Matthew Turlington to learn about camera menus, lighting, focus, editing photos, and more on class field trips. Bring a DSLR camera, owner's manual & tripod to class.

Jackson Campus, Burrell, Room 303 *Self-Supporting*  
T 1/24-2/28 5:30-8:30P M. Turlington \$110  
Macon Campus, Groves Center, Room 106  
Th 4/4-5/9 5:30-8:30P M. Turlington \$110

## POTTERY

**CSP 4000- Hand Building with Clay:** (3 hrs) Students will enjoy creating a variety of items for function and decoration. Instructor: J. Marley

Cashiers Senior Center		Sylva Senior Center	
Th	3/16 10A-P \$10	Th	2/16 9A-12P \$10
Th	5/18 10A-1P \$10	Th	4/20 9A-12P \$10

Registration fees and materials will be arranged for members of the Senior Centers. Other senior citizens are welcome to attend; however, please call 339.4497 for registration instructions.

## REED ARTS

**CSP 4000- Basketry: A Functional Art:** (18 hrs.) For thousands of years, baskets have served as useful containers, custom-made for the task at hand. Learn foundational skills to create 3-4 baskets using different techniques.

Jackson Campus, Balsam, Room 152 *Self-Supporting*  
M 1/9 - 2/20 2-5P J. Pell \$90  
(add'l materials fee: \$100)

**CSP 4000- Chair Caning / Seat Weaving:** (30 hrs.) Learn to preserve time-worn antique chairs and stools using various weave patterns. Bring your own chair or stool to repair or purchase from instructor.

Jackson Campus, Balsam, Room 152	<i>Self-Supporting</i>
M 3/13-5/15 5-8P J. Pell	\$125

(add't'l materials fee: \$100)

## SEWING/QUILTING

**CSP 4000- String Quilt:** (20 hrs.) Fabric from each student's own stash will be turned into a full-sized quilt of many colors by piecing strips onto a foundation. Part of the fun is in swapping pieces of fabric with other classmates, if desired. Basic sewing experience strongly suggested.

Jackson Campus, Balsam, Room 152	<i>Self-Supporting</i>
Th 3/2-4/6 9A-1P L. Clark	\$95

**CSP 4000- Desert Sky Paper Piecing** (44 hrs.) After requests for an advanced paper piecing class, we have it! Points and circles make a striking combination in a quilt pattern that dates as far back as 1849.

Jackson Campus, Balsam, Room 152	<i>Self-Supporting</i>
Th 2/16-5/11 2-6P J. Lowery	\$150

## TECHNOLOGY

**CSP 4000- Computer Basics:** If you are struggling with some of the basic functions of your computer, this is the class for you. Will review fundamental computer terminology and common problems and the fundamentals of word processing, spreadsheets, and presentation software. Cost of materials included.

Swain Center, Room 105	<i>16 hrs, 0 CEU, Self-Supporting</i>
M,W 4/3-4/26 12-2P A. Campbell	\$70

## WEAVING

**Small Looms with Big Results:** Not into reading by the fire? Keep your hands busy and beat cabin fever by weaving instead! Each of these 4 short courses provides an introduction to small projects that can become larger ones. Take 1 or all 4!

**CSP 4000- Cardboard Loom:** (3 hrs.) Each student is given a "kit" for cardboard weaving and will weave a mug rug or coaster using fabric strips as weft. Samples will be shown of a variety of variations using other wefts and some simple texture techniques. Students may start a second project if time allows. Supply fee includes loom for students to keep and continue to use.

Jackson Campus, Founders Hall, Room 117	<i>Self-Supporting</i>
T 1/17 2-5P S. Leveille	\$30
T 1/17 5:30-8:30P S. Leveille	\$30

(add't'l materials fee: \$2)

**CSP 4000- Pin Loom:** (3 hrs.) A specific style of pin loom designed for using yarn will be used in this class. Components will be made with many examples shared of how these small pieces can be creatively used to embellish or create larger textile pieces.

Jackson Campus, Founders Hall, Room 117	<i>Self-Supporting</i>
T 1/24 2-5P S. Leveille	\$30
T 1/24 5:30-8:30P S. Leveille	\$30

**CSP 4000- Yarn on Potholder Loom:** (3 hrs.) This is a new twist to weaving on this traditional small loom. Each student will work with yarns on a pot holder loom to make at least two of these squares that can be components for larger items, much like crocheted "Granny Squares."

Jackson Campus, Founders Hall, Room 117	<i>Self-Supporting</i>
T 1/31 2-5P S. Leveille	\$30
T 1/31 5:30-8:30P S. Leveille	\$30

(add't'l materials fee: \$2)

**CSP 4000- Inkle Loom:** (3 hrs.) Students will be introduced to inkle weaving and several types of looms for weaving these bands. In a "round-robin" format, students will weave a sample or bookmark on several looms. Each student leaves with a variety of samples and handouts on the various pattern motifs that have been introduced.

Jackson Campus, Founders Hall, Room 117	<i>Self-Supporting</i>
T 2/7 2-5P S. Leveille	\$30
T 2/7 5:30-8:30P S. Leveille	\$30

(add't'l materials fee: \$5)

**CSP 4000- Introduction to Rigid Heddle Loom Weaving:** (15 hrs.) Using a small loom of ancient design get a sound foundation in the principles for all weaving while constructing two small projects. Weaver-controlled lace techniques will be incorporated in a table runner. Color-and-weave patterns will be used to weave a scarf.

Jackson Campus, Founders Hall, Room 117	<i>Self-Supporting</i>
T 2/21-3/28 2-5P S. Leveille	\$85
T 2/21-3/28 5:30-8:30P S. Leveille	\$85

(add't'l materials fee: \$20)

**CSP 4000- Spring Table Runner on the Four-Shaft Floor Loom:** (18 hrs.) Weave a beautiful spring table runner while learning the basics of four-shaft floor loom weaving. This introductory class will give students the opportunity to try weaving and get a sound foundation in the processes of setting up the loom and developing good weaving habits to produce a quality fabric.

Jackson Campus, Balsam, Room 152	<i>Self-Supporting</i>
M 4/3 9A-12P S. Leveille	\$135
W 4/5-5/10 9A-12P S. Leveille	\$135

(add't'l materials fee: \$25)

## WOODCARVING

**CSP 4000- Chip Carving Fundamentals:** (18 hrs.) Learn and practice centuries-old techniques. Each student will choose between a chip carved "Green Man" design on a basswood plaque, or an attractive geometric design on an 8" basswood display plate. Tools and supplies will be provided by instructor for use during the class.

Jackson Campus, Burrell, Room 302	<i>Self-Supporting</i>
T,Th 4/18-5/4 5:30-8:30P B. Johnson	\$90

(add't'l materials fee: \$20)

## WRITING

**CSP 4000- Writing from the Heart:** (14 hrs.) Learn how to write the story you want to tell; a story you have to share with the world. Many students consider this course to be very therapeutic in nature.

Jackson Campus, Burrell Bldg. Room 303	<i>Self-Supporting</i>
Th 1/12-2/23 5:30-7:30P A. Ammons-Garza	\$80



# SMALL BUSINESS CENTER

Southwestern Community College's Small Business Center (SBC) is proud to serve small business owners and entrepreneurs with complimentary seminars, a resource center, and one-on-one counseling. As part of a network of experienced SBC's across North Carolina, we're dedicated to helping small businesses thrive. Our SBC understands the unique challenges that local businesses encounter, and we're ready to offer professional advice and instruction. **For more information about your local SBC, to reserve your seat or to request one-on-one confidential counseling visit [www.ncsbc.net](http://www.ncsbc.net) or contact us at 828.339.4426.** There is no charge for these seminars.

## BUSINESS STARTUP SERIES

\*These follow a natural progression to facilitate writing a business plan.

### So You Have an Idea! Now What?

M 1/23 5:30-8:30P Jackson

### How to Start a Business

M 1/30 5:30-8:30P Jackson

### Choosing a Legal Structure

M 2/6 5:30-8:30P Jackson

### Financing Your Business

M 2/13 5:30-8:30P Jackson

### How to Find Your Customers

M 2/20 5:30-8:30P Jackson

### How to Write a Business Plan

M 2/27 5:30-8:30P Jackson

### Basics of Bookkeeping

M 3/6 5:30-8:30P Jackson

### Marketing your Business

M 3/13 5:30-8:30P Jackson

### Business Taxes

M 3/20 5:30-8:30P Jackson

### How to Price Your Product or Service

M 3/27 5:30-8:30P Jackson

## GENERAL BUSINESS SEMINARS

### Starting a Better Business

Jackson Macon  
W 2/1 11:30A-1P W 3/1 11:30A-1P  
W 4/5 11:30A-1P

### Understanding Sales and Use Tax

Th 2/2 10A-12P NC Dept. of Revenue Jackson

### HR Basics for Your Small Business

W 2/15 1-4P The Sequoyah Fund Jackson

### Ideation: The Business Model Canvas

Th 2/23 5:30-8:30P K. Gould Jackson

### How to Do Business with the Government

Th 3/2 10A-12P S. White Jackson

### Keys to Success Workshop

Th 3/9 2-4P NC Dept. of Revenue Jackson

### Business Model Canvassing for Business Success

Th 3/9 5:30-8:30PK. Gould Jackson

### How to Write a Business Plan

W 3/22 5:30-8:30 The Sequoyah Fund Macon

### SBA: Programs and Services for Your Small Business

Th 3/30 3-5P S. White Jackson

### Tax Information for Small Businesses

T 4/4 10A-12P NC Dept. of Revenue Jackson

### Access to Business Lending

M 4/10 4-6P Carolina Small Business Macon

### Independent Contractor vs. Employee

T 4/11 4-6P IRS Macon

### Business Organization & Record Keeping

Th 4/27 5:30-8:30P IRS Macon

Register online at [www.ncsbc.net](http://www.ncsbc.net)

## NONPROFIT

### Proactive Grant Research

Th 1/19 9A-12P M. Pearce Jackson

### Effective Fundraising with the Help of Your Board

Th 2/16 9A-12P M. Pearce Jackson

### Strategic Planning 101

T 3/21 9A-12P M. Pearce Jackson

## MARKETING

### Power of the Inbox

W 2/1 2-4P A. Means Jackson

### Build Your Business' Website Using WordPress CMS

Th 2/9 6-9P Big Boom Design Jackson

### Content Marketing: What to Say, How to Say It

Th 2/16 2-4P A. Means Macon

### Using WordPress to Blog for Your Business

T 2/21 6-9P Big Boom Design Jackson

### Grow Your Business with Email & Social Media

W 3/1 10A-12P A. Means Macon

### eCommerce Elements for Successful Online Businesses

Th 3/2 4-7P Big Boom Design Macon

### Back to Business: 30 Ways to Grow Your List

W 4/5 2-4P A. Means Macon

### A Guide to Selling on Etsy

M 4/24 1-4P N. Hawks Jackson

### A Guide to Selling on Amazon

M 4/24 6-9P N. Hawks Jackson

### eBay for Beginners

T 4/25 1-4P N. Hawks Jackson

### eBay Build Your Business

T 4/25 6-9P N. Hawks Jackson

# SUMMITTS AND LUNCHEONS

## Women's Business Networking Luncheon

Are you a female small business owner or have an idea for a new business? If so then this luncheon is the perfect opportunity to step away from the office and network with fellow women entrepreneurs! Leave inspired and renewed with the comfort of knowing what resources are available to you and your business. Sponsored by Western Women's Business Center at Carolina Small Business Development Fund. Lunch will be provided.

Jackson

T 1/24 & 3/28 11A-1P

Macon

M 2/6 & T 4/18 11A-1P

## Marketing Summit

One-day "summit" for current and future business owners who are looking to:

- Capture new customers
- Get more out of social media
- Learn the art of selling your product, service & yourself
- Turn your business into a well-respected brand

This day will be fun & engaging and focused on growing your business!

T 3/7

9A-5P

Jackson

## Social Media Boot Camp

This one-day summit is geared toward current and prospective business owners that are interested in getting more out of their social media experience. Learn how to develop your social media strategy and how various platforms can impact your marketing. Learn valuable tools to maximize graphics, scheduling, and managing your social media outlets that will help save you time and develop a brand following.

M 4/17 9A-5P C. Pennix-Brown

Macon

Mark Your Calendar

Macon EDC Biz Week 4/17-4/20

## QUICKBOOKS SERIES

### Intro to QuickBooks

W 1/18 5:30-8:30P Jackson

### Intermediate QuickBooks

W 1/25 5:30-8:30P Jackson

### Advanced QuickBooks for Small Business

W 2/1 5:30-8:30P Jackson

### QuickBooks Payroll

W 2/8 5:30-8:30P Jackson

## ON DEMAND

SCC's Small Business Center now offers online small business seminars at the touch of your fingertips! SCC SBC OnDemand provides flexible training opportunities at a time and location that is convenient for you. Visit [www.southwesterncc.edu/sbc](http://www.southwesterncc.edu/sbc) to access online content on topics including Business Planning Basics, Small Business Taxes, Human Resources, and more.

## ARTISTS

### Creative Business Plan Competition for Professional Craft Artists

Craft businesses have very specific differences in their business models, and this series gives you the tools to address those in an effective way. You will analyze marketing, financial, production and distribution issues, address other business model issues, as well as develop a presentation of your business idea and a written "Creative Business Plan."

Th 3/9-4/27 2-5P

### Professional Craft Artist Summit

Experience a one-day conference specifically designed to address needs and challenges faced by current and prospective craft artist business owners. This not-to-miss one-day event will provide you with the tools needed to move your business forward. Take this opportunity to network with fellow and prospective craft artists, learning skills and the power of collaboration along the way.

Th 5/18

9A-5P

# SCC's Small Business Center Helps Aspiring and Current Entrepreneurs

**S**outhwestern Community College's Small Business Center (SBC), which serves Jackson, Macon Swain Counties and the Qualla Boundary, helps small businesses in the area with a variety of services.

"No two businesses are alike; they each have their own unique needs," said Tiffany Henry, director of the SBC. "One business may be just starting up and needs help figuring out how to get their tax ID number while another may have been established for years but needs help with a business plan or access to capital funding." So whether you have just decided to become your own boss, you have recently started a business

or you have been around for 30 years, the SBC can assist with counseling, business and marketing plans in addition to other services to help businesses grow.

"This is a wonderful resource for the community. They helped us so much with our business plan and getting the funding we needed," said Nicole Dexter, co-owner of Innovation Brewing in Sylva. "I would encourage local businesses to go to them when they have questions or need help with their business."

The SBC also hosts seminars, summits, luncheons and workshops at no cost, specifically designed to assist small businesses throughout the year. SCC's Small Business Center is part of a statewide network designed to support the development and growth of small businesses.



**2017  
BUSINESS  
PLAN  
COMPETITION**

## BUSINESS PLAN COMPETITION

Macon, Jackson and Swain Counties



**\$5000 Grand  
Prize Winner**

For more information about the Small Business Center, contact Tiffany Henry at 828.339.4426, [t\\_henry@southwesterncc.edu](mailto:t_henry@southwesterncc.edu) or visit [www.southwesterncc.edu/sbc](http://www.southwesterncc.edu/sbc)





# SCC's Small Business Center **2017** **Appalachian Farm School**

Jan. 10-Feb. 28 • 6-9 p.m., Tuesdays • Swain Center

Training for new and existing farmers. Turn your interest in growing vegetables, fruits, herbs, other crops and livestock into a sustainable agriculture-based business. This practical hand-on approach gives you the tools you needed to create and strengthen a successful business venture.

Topics include:

- Farm Evaluation & Goal Setting
- Marketing and Pricing
- Understanding the Numbers
- Rules and Regulations
- Resources and Funding Options

Registration required at  
[www.southwesterncc.edu/sbc](http://www.southwesterncc.edu/sbc)  
For more information call 828.339.4426



*To encourage and promote the development of a safe, efficient and affordable transportation system that meets the mobility needs of all Swain County citizens.*

To schedule a trip, please call:

**828.488.3213**

Hours of service:

7 a.m. to 4 p.m. • Monday-Friday

125 Brendle St. • Bryson City, NC

**JACKSON COUNTY TRANSIT**

**Macon County TRANSIT**  
We'll take you there!

**828-586-0233**

**828-349-2222**

**Providing Transportation for Persons with Disabilities & the Elderly in Our Communities**



**GAM 3001-Blackjack:** (140 hrs.) SCC, in collaboration with Harrah's Cherokee Casino, is offering certification to help individuals enter the exciting gaming industry. This required two-part certification all aspects of the game as well as the gaming industry Emphasis will also be placed on employability skills. Both day and evening classes are available.

M-Th	1/16-3/2	6-11P	\$180
M-Th	2/6-3/23	11A-4P	\$180
M-Th	3/6-4/20	6-11P	\$180
M-Th	4/3-5/18	11A-4P	\$180



# SCC/Harrah's Table Gaming School Helps Students Find Stable, Well-Paying Jobs

**N**ot long after earning a bachelor's degree in history, Jake Roper was looking for a job.

Instead, he found a new career.

Friends mentioned that table-game dealers at Harrah's Cherokee Casino Resort get to have fun, meet new people and make good money. So Roper enrolled in Southwestern Community College's table-gaming school to learn how to become a blackjack dealer.

Within three months, he was making a good living in a stable job at Harrah's.

"I'm making more than I would have as a history teacher, and it's a lot of fun," said Roper, who's 27 and lives in Sylva. "There's a lot of opportunity for advancement, too."

Roper's story is certainly not unique. Since Harrah's first introduced table games in Cherokee four years ago, more than 1,000 students have come through the SCC Harrah's Table Gaming School.

Some were recently laid off from a new job; others were looking for a new career path.

"Southwestern Community College is all about changing lives," said Dr. Don Tomas, SCC president. "This is just one of many ways SCC offers hope and opportunity for our area residents to change their lives."

The table gaming school operates out of the Tribal Bingo building in Cherokee, roughly a mile down the road from the students' future employer.

In addition to blackjack, SCC also offers courses in craps, roulette, baccarat and poker.

"It's a great option for anyone who enjoys being around people in a high-energy environment," said Scott Sutton, SCC's director of occupational training. "For a very small investment of time and money, you can learn all the skills you need for a promising future in the table gaming industry."

All instructors in SCC's program are either shift managers or table gaming supervisors who ensure that students not only learn the games but also what is expected from them at the casino.

One such instructor is Harrah's shift manager Jeff Maier, who's been

in the industry for 33 years. He said some schools across the country charge \$3,000 or more to teach the same courses Southwestern offers for less than \$200.

"As you develop skills in multiple games, it allows you the opportunity for advancement within the company," Maier said. "Harrah's has casinos around the world."

Brooks Robinson, who is the general manager for Harrah's Cherokee Casino Resort, said SCC helped fill a crucial need.

"As we've continued to grow and expand our operations in this region, having a partner like SCC has been vital in developing workforce training for our table games," Robinson said. "By working with Southwestern, we're able to employ workers who already live right here in Western North Carolina. Even beyond our partnership, I know through my work with the SCC Foundation that Southwestern Community College has a tremendous impact on the lives of countless people in this region."

New classes are forming regularly. To enroll or get more information, contact Sutton at 828.339.4296 or [scotts@southwesterncc.edu](mailto:scotts@southwesterncc.edu).



*WLOS-TV in Asheville recently featured The Harrah's/ SCC Table Gaming School and graduate Jake Roper (striped blue shirt) on an evening news segment.*





# OCCUPATIONAL TRAINING

Occupational Training programs prepare you 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. Full listings can be found at [www.southwesterncc.edu/workforce-innovations/occupational-training](http://www.southwesterncc.edu/workforce-innovations/occupational-training)

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 828.339.4296 or email [scottss@southwesterncc.edu](mailto:scottss@southwesterncc.edu).

**AUT 3003-Escort Vehicle Operator Certification:** (8 hrs.) Course satisfies the requirements set by the NC Department of Transportation to certify Oversize-Overweight load escort vehicle drivers. Topics include defensive driving, escort driver requirements, skills training, and an exam.  
SCC, Jackson Campus, Burrell, Room 209  
Th 3/16 8A-5P R. Frady \$70

**CIS 3100-ABC's of the Computer:** (24 hrs.) Designed and recommended for the new computer user.  
Jackson Campus, Founders Hall, Room 124  
M,W 1/23-2/8 5-8P R. Stephens \$70+\$5TF  
M,W 3/13-4/5 5-8P R. Stephens \$70+\$5TF

**HOS 3072-Serv Safe® Food Service Safety and Sanitation:** (18 hrs.) Course is designed to give the food handler the understanding of proper sanitation precautions and point out the results to be expected should these precautions not be taken. Purchase Serv Safe Essentials textbook (required) prior to start of class (Approx. \$75).  
Jackson Campus, Burrell, Room 302  
M,W 3/6-3/22 5-8P R. Moore \$70

**MLA 3022-Phlebotomy:** (205 hrs.) This course provides theory and clinical experiences needed for the proper collection of blood and other specimens used for diagnostic testing. Textbooks, Insurance, Uniforms, Background Check, and Drug Screening are also required. Additional online assignments during the course will require approx. 35 hrs to complete.  
Jackson Campus, Balsam, Room 244  
M,W 1/3-2/9 3-7P D. Hall \$180+\$5TF  
2/13-3/31 (Clinical Portion-Usually scheduled for Mon., Tues. and Wed. or Wed., Thurs., and Fri. Students will need to be available for three-day blocks during entire clinical period. Each student will complete 120 hrs of clinical training with a minimum of 100 successful venipunctures at an 80% success rate.)

**OSH 3013-OSHA 10-Hour Construction Outreach:** This course is designed for construction workers, foremen, job supervisors, and anyone involved in the construction industry. 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).  
SCC, Jackson Campus, Burrell 302  
T,Th 2/7-2/16 5-8P K. Ashe \$70

**OSH 3013-OSHA 10-Hour General Outreach:** Designed for inspectors, foremen, job supervisors, and workers involved in general industry activities. 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).  
SCC, Jackson Campus, Burrell, Room 302  
T,Th 3/7-3/16 5-8P K. Ashe \$70

**OST-3100-Excel 2016 for Beginners:** (24 hrs.) Learn how to use Excel for both business and personal applications. Students will learn Excel workbook basics, formatting, printing workbooks, functions and formulas, and how to create tables, charts and objects. Designed for students with computer basics and want to gain the necessary skills to create, edit, format, and print basic Microsoft Excel 2016 worksheets.  
SCC, Jackson Campus, Founders Hall, Room 124  
M,W 2/13-3/8 5:30-8:30P J. Dean \$75

**RLS-3700-Real Estate Pre-licensing:** (84 hrs.) This course meets the educational requirement for the North Carolina real estate broker license and prepares you to pass the real estate broker examination administered by the N.C. Real Estate Commission (NCREC).  
SCC, Jackson Campus, Founders Hall, Room 112  
T,Th 2/7-5/2 5:30-9:30P R. Cooney \$185 + Textbooks

**SAF 4000-Flagger Training:** (4 hrs.) This certification course teaches the basic procedures and operations needed to do highway or utility flagging.  
Jackson Campus, Burrell Room 302  
T 1/24 5-9P K. Allen \$70  
T 4/18 5-9P K. Allen \$70



**ORGANIZATION**

**MANAGEMENT**

**SUPPORT**

**VISION & POLICIES**

**RELATIONSHIP**

**STRATEGY**

**New!**

**NONPROFIT LEADERSHIP CERTIFICATE—PART ONE OF FIVE-PART SERIES**

**MLS 3808-Introduction To Nonprofit Management:** (80 hrs.) Provides an overview of the nonprofit sector and its role in society. Topics: growth and development, organizational structure and working with diverse communities.  
SCC Jackson Campus, Founders Hall, Room 112  
F 1/13-5/5 12-5P W. Brothers \$180

Upcoming Nonprofit Leadership Classes:

- Governance and Leadership
- Advocacy and Public Policy
- Community Engagement
- Nonprofit Financial Management

# ONLINE OCCUPATIONAL TRAINING COURSES

**Classes start 1st Tuesday of Each Month 1/3, 2/7, 3/7, 4/4, 5/2. Registration Fee: \$180 + \$5 Technology Fee**

**Students must register five business days before the start date of the class.**

*In addition to one-on-one support from experienced instructors during training and access to personalized graduate support, students in many of these classes receive additional resources such as e-books, industry codebooks and access to online references.*

**CET 3100- Online Computer Technician:** (288 hrs.) This course is specifically designed to prepare students for the CompTIA A+ certification exams. (16 weeks)

**MED 3300-Online Electronic Health Records Office Professional:** (285 hrs.) Train for a new career as an Electronic Health Records Office Professional! In this career, individuals play an integral role in the daily operations of physician's offices and hospitals. Upon completion of the Electronic Health Records Office Professional program, you will be prepared for the appropriate certification exams. (15 weeks)

**MED 3300-Online Professional Medical Coding and Billing with Applied PCS Part 1:** (320 hrs.) AHIMA-approved, two-part course prepares students for the Certified Coding Associate (CCA) and Certified Professional Coder (CPC) certification exams. (20 weeks)

**MED 3300-Online Professional Medical Coding and Billing with Applied PCS Part 2:** (320 hrs.) This course will include legal compliance, CPT/HCPCS Coding, Advanced ICD-10 Coding, Advanced Anatomy & Physiology, and Exam Prep. (20 weeks)

**MED 3300-Online Medical Transcription Editor Part I:** (320 hrs.) Learn from home at the convenience of your computer! This course is the first course in a two-part program designed to teach the student to transfer audio-recorded dictation into hard copy medical documents. (16 weeks)

**MED 3300-Online Medical Transcription Editor Part II:** (320 hrs.) Learn to transfer audio-recorded dictation into hard copy medical documents. Online reference materials, student and technical support, personal employment consultations, contracts and pricing guide, referral letters, résumé examples, and a one-year help hotline are included. Must complete Part I to be able to register. (16 weeks)

## SCC Online Courses: ED2GO

SCC offers more than 300 online continuing education courses. These include Internet, webpage design, web graphics and multi-media, web and computer programming, basic computer literacy, computer applications, graphic design, computer troubleshooting and networking, database management, languages, writing and publishing, grant writing and non-profit management, starting your own business, sales and marketing, accounting, business administration, and much more.

When you visit our website, instructions are readily available and easy to follow. For additional information, please contact Vita Nations at 339.4656 or [vitan@southwesterncc.edu](mailto:vitan@southwesterncc.edu)

[www.southwesterncc.edu/workforce-innovations/online-courses-continuing-education](http://www.southwesterncc.edu/workforce-innovations/online-courses-continuing-education)

**OSC 3609-Online Pharmacy Technician-Health Care Unit/Retail Training:** (264 hrs.) This course provides curriculum that will prepare a student to find employment (and success) as a pharmacy technician in the healthcare or retail setting. 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 optional externship built into the program allows students to optimize their learning experiences in this course. (13 weeks)

**MNT-3200-Alarm System Installation:** (144 hrs.) This course introduces the student to the operation and skill standards for the alarm industry. Upon completion, the student will have the knowledge to sit for a national certification exam as an Alarm Security Technician. Students will be responsible for scheduling and sitting for exam. Exam cost is approximately \$210. Text Resources: NFPA 70 National Electrical Code 2014 & NFPA 72 National Fire Alarm & Signaling Code 2016 (16 weeks)

## HEALTH CARE

**NUR-3240-Nursing Assistant I:** The graduate of the Nurse Aide I training program is eligible to sit for the North Carolina State competency exam. After successful completion of the state exam, graduates will be registered on the North Carolina Nurse Aide Registry through the NC Division of Health Service Regulation. For more information or to register, contact Donna Conner, RN, Nurse Aide Program Coordinator at 828.339.4459 or [d\\_conner@southwesterncc.edu](mailto:d_conner@southwesterncc.edu).

Exam Cost: \$101 (payable to Pearson Vue). Registration Fee: \$226 (includes the registration fee, malpractice insurance, accident insurance, and student identification). Additional costs for textbooks, background check, drug testing, and any needed immunizations.

Jackson Campus, Balsam Building, Room 255  
01/09 – 05/12 5:30-9:30P M,T,Th

Macon Campus, Room 113  
01/09 – 05/12 5:30-9:30P M,W,Th



# PUBLIC SAFETY TRAINING

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. For more information of offerings at PSTC, please visit [www.southwesterncc.edu/pstc](http://www.southwesterncc.edu/pstc) or call us: 828.306.7041 or 828.306.7047

All classes listed are TBA unless otherwise noted.

## EMERGENCY MEDICAL SERVICES

The PSTC EMS program offers courses for initial certification for all levels of EMS Professionals. We also offer continuing education and refresher courses to maintain professional certifications. We are an American Heart Association training center and provide CPR and First Aid training to both healthcare professionals as well as the general public. We offer several specialty courses for both pre-hospital and in-hospital medical professionals. For more information and schedule of upcoming classes visit our website ([www.southwesterncc.edu/pstc/ems](http://www.southwesterncc.edu/pstc/ems)) or contact Todd Sumner at 828.306.7044 [todds@southwesterncc.edu](mailto:todds@southwesterncc.edu)

**EMS 4300 AEMT:** (292 hrs.) The primary focus of the Advanced Emergency Medical Technician is to provide basic and limited advanced emergency medical care and transportation for critical and emergent patients who access the emergency medical system.

**EMS 3010 BLS for Healthcare Providers:** (6 hrs.) This course is for healthcare professionals who need to know how to perform CPR, as well as other lifesaving skills, in a wide variety of in-hospital and out-of-hospital settings.  
PSTC F 1/26/2016 08:30-15:30

**EMS 3016 Heartsaver CPR, AED & First Aid:** (6 hrs.) This course is for anyone with limited or no medical training who needs a course completion card in first aid, CPR and AED use to meet job, regulatory or other requirements.  
PSTC M 1/16/2016 08:30-15:30

**EMS 3200 Law Enforcement First Response Tactical Casualty Care:** (8 hrs.) 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.

**EMS 3041 Tactical Emergency Casualty Care (TECC) Course:** (16 hrs.) Designed for EMS practitioners needing tactical casualty care training for the civilian sector and meets all Tactical Emergency Casualty Care guidelines. Call for more information.

**EMS 3050 EMT-Paramedic to Paramedic Transition Course:** (48 hrs.) Course will provide a state approved EMT-Paramedic to Paramedic transition course to bridge

currently credentialed EMT Paramedics trained under the old DOT National Standard Curriculum to the new Education Standards.

**EMS 3041 Pre-Hospital Trauma Life Support (PHTLS):** (16 hrs.) This course will give additional training in the handling of trauma patients. It is designed to enhance and increase knowledge and skill in delivering critical care in the pre hospital environment.

**EMS 3041 Advanced Medical Life Support:** (16 hrs.) EMS education program that addresses how to best assess and manage the most common medical crises in patients, offering a "think outside the box" methodology. The course offers an initial assessment-based approach that progresses to a diagnostic-based approach to quickly develop the best treatment plan.

**EMS-4100 Emergency Medical Responder:** (72 hrs.) The primary focus of the Emergency Medical Responder is to initiate immediate lifesaving care to critical patients who access the emergency medical system.

**EMS-4200 Emergency Medical Technician - Hybrid Course:** (248 hrs.) The primary 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.  
PSTC MW 1/7 - 05/01 6-10 p.m.

## FIRE AND RESCUE

Various courses are offered in cooperation with individual fire and rescue departments in the Jackson County, Macon County, Swain County and Qualla Boundary service area. Specific courses are designed to increase the firefighter's technical knowledge and improve his or her skills in fire ground operation. Classes may be offered according to the needs of each fire department. In addition, SCC offers the nationally recognized fire-fighter certification program and the rescue certification program. The training curriculum is based on the NFPA 1001 & NFPA 1006 standards. The Fire and Rescue Training Facility is located adjacent to the Public Safety Training Complex at 225 Industrial Park Loop, Franklin, NC 28734. This 4,100 square foot, three-story live burn building is designated for a variety of training exercises. Both fire and smoke exercises can be conducted in and on the structure and rescue operations can be simulated throughout the building. Please visit [www.southwesterncc.edu/pstc/fire-rescue](http://www.southwesterncc.edu/pstc/fire-rescue) for full listing of classes or contact Kameron Buchanan at 828.306.7045 or [k\\_buchanan@southwesterncc.edu](mailto:k_buchanan@southwesterncc.edu)

**Monthly meetings are scheduled at Fire and Rescue Departments:** Weekly schedules for Fire Departments in SCC service area may be found at:  
[www.southwesterncc.edu/pstc/fire-rescue/fire-training](http://www.southwesterncc.edu/pstc/fire-rescue/fire-training)

**FIP 3000: Firefighter 1&2 Academy:** (458 hrs.) This State accredited program is designed to prepare entry level individuals with the cognitive and physical skills to become certified



fire fighters. The course is comprised of thirty-two separate blocks of instruction. The Fire Academy, upon completion, will enable the graduate to be certified to work as a Fire Fighter in the State of North Carolina as well as work with the USFS as a Wildland Fire Fighter level II and will also qualify the candidate to work as a fire fighter in any IFSAC or Pro-Board Compliant state pending completion of the Fire Fighter certification test which will be administered at the conclusion of training as part of the Academy.

PSTC MTWTHFS 03/01 – 06/30

**FIP 3001: Orientation & Safety:** (16 hrs.) This course will enable the firefighter candidate to become aware of the advanced operations of the department and understand their position in the organization from a more detailed perspective.

**FIP 3003: Alarms & Communications:** (16 hrs.) This course is designed to teach the firefighter candidates the policies and procedures concerning the ordering and transmitting of emergency alarms and the actions to be taken upon receipt of the alarms.

**FIP 3006: Personal Protective Equipment:** (20 hrs.) This class will present the firefighter with the function of each article of protective equipment, the leading cause of death of firefighters, and the hazardous environment requiring the use of protective equipment. Information will cover use, maintenance, donning, care and handling of SCBA.

**FIP 3007: Forcible Entry:** (14 hrs.) This course is designed to demonstrate methods of forcing entry into structures utilizing different principles and practices.

**FIP 3008: Ventilation:** (20 hrs.) This course is designed to teach the candidate different methods of performing safe and effective ventilation principles and practices.

**FIP 3010: Ladders:** (16 hrs.) This course is designed to teach the candidate all aspects of ladder safety including, carrying, raising, lowering, climbing, and operating from fire service ladders.

**FIP 3011: Fire Hose, Streams and Appliances:** (19 hrs.) This course will provide the firefighter candidate with the opportunity to demonstrate the use of hose, nozzles, adaptors, and appliances, and to obtain the information needed to conduct an annual service test of fire hose.

**FIP 3018: Water Supplies:** (20 hrs.) This course is designed to teach the candidate the methods of moving water from a source to an emergency scene, as well as to teach the basic components of a local water distribution system.

**FIP 3019: Sprinklers:** (17 hrs.) This course covers the various types of sprinkler systems, as well as their components and the reliability of automatic sprinkler systems.

**FIP 3021: Fire & Life Safety Preparedness:** (12 hrs.) This course is designed to assist the candidate in all functions of a fire and life safety program: inspections, prevention, education, and cause determination.

**FIP 3022: Building Construction:** (16 hrs.) This course will enable the firefighter candidate to identify the different types of construction and their reaction during a fire situation and the hazards associated with each.

**FIP 3025: Safety & Survival:** (16 hrs.) This class will show firefighters how to overcome the stressful environments during fire and rescue operations they may encounter. Firefighters will get a better understanding of what to expect in a stressful environment such as: out of air emergency, lost or disoriented firefighters, rescuing a down firefighter, SCBA limitations, navigating confined spaces with SCBA, rescuing fire victims and self-survival techniques.

## LAW ENFORCEMENT

The Southwestern Community College (SCC) Division of the Public Safety Training (PSTC) Law Enforcement Training Program (LETP) is responsible for, and committed to, providing the highest level of training capabilities to those who serve, safeguard and secure our communities within the State of North Carolina, our Nation's Federal level of law enforcement and essential personnel within the criminal justice system.

The LETP encompasses basic through advanced law enforcement certification training, inclusive of annual in-service training, as established by the State of North Carolina Department of Justice - Criminal Justice Education & Training Standards Commission, the State of North Carolina Department of Justice - Sheriff's Education & Training Standards Commission, the National Park Service - Law Enforcement Training Center and



the Federal Law Enforcement Training Accreditation Board. Please visit our website for full listing of classes. [www.southwesterncc.edu/pstc/law-enforcement](http://www.southwesterncc.edu/pstc/law-enforcement)

### **Basic Law Enforcement, Detention Officer, General Instructor Course Offerings**

For more information and schedule of upcoming classes visit our website or contact Matthew Reynolds at 828.306.7046 or [reynolds@southwesterncc.edu](mailto:reynolds@southwesterncc.edu)

**CJC 3938: Basic Law Enforcement Training (BLET):** (744 hrs.) State-accredited program designed to prepare entry level individuals with the cognitive and physical skills to become certified police officers and deputy sheriffs.  
SCC MTWTHFS 02/13 – 6/16 8A

**CJC 3941: Detention Officer Certification Training (DOCC):** (206 hrs.) State accredited program designed to prepare entry level individuals with the cognitive and physical skills to become certified detention officers.  
PSTC MTWTHFS 01/09 – 02/10 8A

**CJC 3928: General Instructor Training:** This course should be taken by Criminal Justice personnel planning to teach in any course mandated by either the Criminal Justice Education Training Standards Commission or the Sheriffs' Education Training Standards Commission.

### **LEO In-service Course Offerings Traditional and Online**

For more information and schedule of upcoming classes visit our website or contact Mark Welch at 828.306.7052 or [m\\_welch@southwesterncc.edu](mailto:m_welch@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.

### **LEO Tactical Course Offerings**

For more information and schedule of upcoming classes visit our website or contact Mitch Boudrot at 828.306.7043, [m\\_boudrot@southwesterncc.edu](mailto:m_boudrot@southwesterncc.edu)

**CJC 5000: Tracking for the Patrol Officer:** (16 hrs.) This course trains the patrol officer to utilize visual tracking to investigate and control incidents that occur outdoors.

**CJC-5020: Subject Control/Arrest Techniques (SC/AT) Workshop Series:** (Either 08 or 10 hrs.) This workshop series will review and expand basic, practical and effective subject control/arrest principles and techniques for resisting and combative behaviors encountered by the law enforcement professional, built upon the foundation of the North Carolina - Basic Law Enforcement Training (NC-BLET) SC/AT curriculum.

**CJC-5020: Specialty Munitions Refresher:** (08 hrs.) This course facilitates the occupational recertification process of sworn law enforcement officers who require specialized training in the procurement, storage, transportation and deployment of Impact and Chemical Munitions, Flash-Bang & Sting-Ball Munitions and Oleoresin Capsicum Aerosol Delivery systems during tactical operations.

**CJC-5020: Crowd Management:** (24 hrs.) Crowd Management is an intensive course of training that will physically and mentally challenge officers during numerous drills, formations, teamwork exercises, demanding simultaneous command, control & communications within the numerous variables encountered during mass demonstrations. This course will include a full day of downed-officer/citizen rescues, involving the extraction of individuals from crowds through the use of vehicles, open air rescues as well as extracting non-violent protesters through the use of carries and chemical munition deployment during a demonstration.  
PSTC TWTHF 12/13 – 12/16

**CJC-5020: Basic SWAT Operator:** (44 hrs.) Both physically and mentally demanding, this course of training will cover the tactics and training required by a Basic Operator assigned to a Tactical Team.

**CJC-5020: Advanced SWAT Operator:** (44 hrs.) This course of training will expand upon the tactics and training established following successful completion of the Basic SWAT Operator training course.

**CJC 5045: Basic School Resource Officer Training:** (40 hrs.) This course is designed for officers who desire to become or are currently assigned as school resource officers.

### **LEO Traffic Safety Course Offerings**

For more information and schedule of upcoming classes visit our website or contact Mark Welch at 828.306.7052, [m\\_welch@southwesterncc.edu](mailto:m_welch@southwesterncc.edu)

**CJC-3926 LIDAR Operator Certification:** (13 hrs.) Student certification in the use of LIDAR Speed Measuring Instruments.

**CJC-3934 RADAR Operator Certification Training:** (40 hrs.) Certification course for Officers seeking certification to operate RADAR in North Carolina.

**CJC-3937 RADAR Operator Re-Certification Training:** (17 hrs.) Re-certification course for officers seeking re-certification to operate RADAR in North Carolina.

**CJC-3937 RADAR/LIDAR Operator Recertification:** (17 hrs.) This course is intended to recertify the student in the use of RADAR and LIDAR Speed Measuring Instruments.

### **National Park Service Course Offerings**

For more information and schedule of upcoming classes visit our website or contact Don Coleman at 828.306.7055 or [d\\_coleman@southwesterncc.edu](mailto:d_coleman@southwesterncc.edu)

**CJC 5055: National Park Service - Seasonal Law Enforcement Training (NPS-SLET):** (740 hrs.) Approved by the United States Department of the Interior (DOI) and coordinated by the National Park Service Law Enforcement Training Center (NPS-LETC), Federal Law Enforcement Training Center (FLETC), located in Glynco, Ga. Successful completion of the NPS-SLET program, in its entirety, is an eligibility requirement for a Type II (Seasonal) Law Enforcement Commission with the National Park Service (NPS) and allied agencies.  
PSTC MTWTHFSSU 01/09 – 05/12

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Beginning courses are designed for riders with little or no experience. Based on extensive data, research, and field tests, this course combines classroom and on-bike experience to give overall understanding of motorcycling and prepares the student with basic riding skills.

For more information and schedule of upcoming classes visit [www.southwesterncc.edu/pstc](http://www.southwesterncc.edu/pstc) or contact Allison Fox at 828.306.7041 or [a\\_fox@southwesterncc.edu](mailto:a_fox@southwesterncc.edu)

### SEF 3001: 2017 Basic Rider Course: (18 hrs.)

PSTC 3/17 – 3/19 (F) 6-8P (SSU) 8A – 5P  
 PSTC 3/31 – 4/2 (F) 6-8P (SSU) 8A – 5P  
 PSTC 4/21 – 4/23 (F) 6-8P (SSU) 8A – 5P

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# HERITAGE ARTS

## CERAMICS & POTTERY

**CSP 4000 - 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. Materials included.

Swain Center, Room 125	3 hrs, 0 CEU, Self-Supporting	
M 12/5	6-9P	J. Matthews \$25
W 1/4	6-9P	J. Matthews \$25
F 1/6	9A-12P	J. Matthews \$25
W 5/10	6-9P	J. Matthews \$25
F 5/12	9A-12P	J. Matthews \$25

**PRC 3104 - Beginning & Intermediate Wheel:** Introduction to pottery making. Students will learn to center clay on a wheel, turn, trim, and glaze basic forms. Additional topics covered include the operation of a pottery studio, clay materials, kiln operation, basic pottery vocabulary, and safety.

Swain Center, Room 123	90 hrs, 9.0 CEU	
M, W 1/9 - 5/10	10A-1P	E. Delfield \$180

**PRC 3140 - Raku & Low Fire:** Producing items for raku and low fire will be the focus of this course. Student will also work with raku glazes, applying of glazes, stains and resists, and safety. Cost of materials not included.

Swain Center, Room 125	90 hrs, 9.0 CEU	
T, Th 1/10 - 5/11	6-9P	J. McKee \$180

**PRC 3104 - Hand Building:** Students will concentrate on a variety of hand building techniques including pinch pots, coils, strips, slabs, extrusions, and chunks. Cost of materials not included.

Swain Center, Room 123	45 hrs, 4.5 CEU	
M, W 1/9 - 3/8	2-5P	E. Delfield \$180

**PRC 3104 - Wood Firing:** Advanced course. Students will concentrate on fabrication of pieces, glazing, and firing in a wood fire kiln. Cost of materials not included.

Prerequisite: Beg. Wheel and/or Instructor's permission.

Swain Center, Room 123	40 hrs, 4.0 CEU	
T, Th 1/10 - 3/16	6-8P	E. McIlvaine \$125
T, Th 3/28 - 6/1	6-8P	E. McIlvaine \$125

**CSP 4000 - Glazing Your Pots:** Refresh your skills in applying glazes and stains to your bisque fired pots. Focusing on preparation (waxing and sanding) and the process of glazing. Prerequisite: Beg. Wheel and/or Instructor's permission.

Swain Center, Room 121	3 hrs, 0 CEU, Self-Supporting	
Th 1/26	1-4P	K. Hubbs \$25
Th 3/23	6-9P	K. Hubbs \$25

**CSP 4000 - Electric Kiln Maintenance:** This class focuses on the proper and safe way to change elements, relays, and thermal couples as well as how to test to make sure your kiln is firing to temperature.

Swain Center, Room 121	3 hrs, 0 CEU, Self-Supporting	
Th 1/26	6-9P	K. Hubbs \$25
Th 3/23	1-4P	K. Hubbs \$25

**DINNER SETS SERIES:** This group of courses focus on throwing and creating a set of dinnerware. Students will create distinct forms in each section: tumblers & mugs, bowls, plates & saucers. Cost of materials not included. Prerequisites: Beginning Wheel or Instructor's permission.

Swain Center, Room 125	12 hrs each, 1.2 CEU each	
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### PRC 3104 - Tumblers & Mugs

T 1/31 - 2/21	1-4P	K. Hubbs \$70
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### PRC 3104 - Bowls

T 3/7 - 3/28	1-4P	K. Hubbs \$70
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### PRC 3104 - Plates & Saucers

T 4/4 - 4/25	1-4P	K. Hubbs \$70
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**PRC 3104 - Soda Firing:** Students will learn basic process and glazes used in a Soda Kiln. Cost of kiln materials included, cost of other materials not included. Prerequisites: Int. Wheel and/or Instructor's permission.

Tree House Pottery, Dillsboro, NC	40 hrs, 4.0 CEU	
S 3/5 - 5/14	12-4P	J. McKee \$125

**PRC 3104 - Out of Round:** Intermediate to advanced throwers are welcome to come play. Throw shapes on the potter's wheel and then alter them out of their round shapes into something new. Cost of materials not included. Prerequisite: Beg. Wheel and/or Instructor's permission.

Swain Center, Room 123	45 hrs, 4.5 CEU	
M, W 3/13 - 5/3	2-5P	E. Delfield \$125

**PRC 3104 - Sgraffito:** Make a mark in your pottery! With sgraffito, you put down a layer of color and scratch in a design. The pieces you make to decorate can be hand built or thrown. Cost of materials not included. Prerequisites: Beginning Wheel and/or instructor's permission.

Swain Center, Room 123	24 hrs, 2.4 CEU	
Th 3/23 - 5/11	1-4P	S. Coe \$70

**PRC 3104 - Basic Wheel Throwing:** A short introduction to wheel throwing. Students will learn to center clay on a wheel, turn, and trim basic forms. Additional topics covered include basic pottery vocabulary and safety issues. Cost of materials not included.

Swain Center, Room 123	15 hrs, 1.5 CEU	
Th 4/6 - 5/4	1-4P	K. Hubbs \$70



**CSP 4000 - Independent Study Ceramics:** Self-directed, independent study for experienced individuals. Students will be expected to work on their own, during open studio hours. Students will meet bi-weekly with the instructor to review progress and address any concerns. Cost of materials not included. Prerequisites: Portfolio review or Beginning Wheel.

Swain Center, Room 125	2 hrs, 0 CEU, Self-Supporting	
T 1/10-1/31 1-3P	K. Hubbs	\$65
T 2/7-2/28 1-3P	K. Hubbs	\$65
T 3/7-3/28 1-3P	K. Hubbs	\$65
T 4/4-4/25 1-3P	K. Hubbs	\$65
T 5/2-5/30 1-3P	K. Hubbs	\$80
T 6/6-6/27 1-3P	K. Hubbs	\$65

**TWO-DIMENSIONAL ARTS**

**PRC 3104 - Nature Photography:** Ever wonder why some photographs just seem to make you say "WOW!" and others just don't? Learn how to use your digital camera more effectively to capture interesting light, beautiful compositions, and brilliant colors. You will have some beautiful nature photographs and will know how to use your camera in ways beyond "automatic" so you can take those "WOW!" photographs more often. Cost of materials included.

Swain Center, Room 111	16 hrs, 1.6 CEU	
M,W 4/3 -4/26 9-11A	A. Campbell	\$70

**PRC 3104 - Lino Block Printing:** Students in this course will explore linoleum block printing, as well as methods for printing without a press. At the conclusion of the course students will be able to demonstrate several methods for linoleum block printing. Cost of materials is included.

Swain Center, Room 110	24 hrs, 2.4 CEU	
T, Th 3/14-4/6 9A-12P	J. Marley	\$70

**CSP 4000 - Drawing:** For the beginner to intermediate level, students will explore several drawing techniques to develop and improve their skills. Students completing this course will have a better understanding of drawing process and how to express themselves visually.

Swain Center, Room 111	8 hrs, 0 CEU, Self-Supporting	
Th 1/12 - 2/2 10A-12P	J. Marley	\$60

**CSP 4000 - Sketching Outside:** Drawing outside is an excellent opportunity to explore a variety of subjects found in nature. For individuals with beginning to intermediate level drawing skill or who would like a workshop to refresh their skills. The focus will be on sketching, with an emphasis on composition, light, and space. Students should bring a sketch book, pencils, pens, and any other drawing materials.

Swain Center, Room 111	2 hrs, 0 CEU, Self-Supporting	
W 4/12 10A-12P	J. Marley	\$20
W 5/10 4-6P	J. Marley	\$20

**CSP 4000 - Cherokee Language Printing:** This class will explore printing in the Cherokee language, including historical and contemporary developments. Students will learn the basics of letterpress using a hand printing press while completing a project of their own and contributing to a class project. Min. 4, Max 10. Cost of materials included.

Swain Center, Room 110	2.5 hrs, 0 CEU, Self-Supporting	
F 2/3 9:30A-12P	J. Marley	\$25
F 4/7 9:30A-12P	J. Marley	\$25

**CSP 4000 - Plein Air Painting:** One-day workshop focusing on oil painting outside, drawing inspiration from the landscape. Students will need a French or box easel, brushes, oil paint, pallet, mediums, and towels for clean-up. Cost of materials not included.

Swain Center, Room 111	3 hrs, 0 CEU, Self-Supporting	
F 3/31 9A-12P	J. Marley	\$30
S 4/1 9A-12P	J. Marley	\$30
F 5/12 9A-12P	J. Marley	\$30
S 5/13 9A-12P	J. Marley	\$30

**CSP 4000 - Independent Study Print:** This course is a self-directed, independent study for experienced individuals. Students will be expected to work on their own, during open studio hours. Students will meet bi-weekly with the instructor for the 4-week duration (some months will be 5 weeks) of the class to review progress and address any concerns. Cost of materials not included. Prerequisites: Portfolio review.

Swain Center, Room 110	2 hrs, 0 CEU, Self-Supporting	
T 1/10-1/31 11A-12P	J. Marley	\$75
T 2/7-2/28 11A-12P	J. Marley	\$75
T 3/7-3/28 11A-12P	J. Marley	\$75
T 4/4-4/25 11A-12P	J. Marley	\$75
T 5/2-5/30 11A-12P	J. Marley	\$91
T 6/6-6/27 11A-12P	J. Marley	\$75



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